

# TOWN OF FORT FRANCES

AGENDA - May 27, 2019

## COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 017) 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 - None.**
5. **Public Session Resumes in Council Chambers:**
6. **Council Reports on Board & Committee Activity:**
  - 6.1 Mayor June Caul - Verbal Update
  - Councillor Douglas Judson - Verbal Update
  - Councillor John McTaggart - Verbal Update
  - Councillor Rick Wiedenhoeft - Verbal Update
7. **Consent Agenda:**
  - 7.1 Ontario Regulation 284/09 - Budget Matters. 6 - 11
    - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to receive the Ontario Regulation 284/09 disclosure report for the 2019 Operating Budget as presented.
  - 7.2 Radio Graduation Greetings Request. 12 - 13
    - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to receive the advertising request from 93.1 the Border with no further action.
  - 7.3 Letter from J. Schulz re: Dog Bite. 14 - 19
    - approval of this report will agree to the recommendation of the Planning and Development Executive Committee to accept the letter from Mrs. J. Schulz as information and that no further action be taken.
  - 7.4 Letter from T&S Wrolstad re: Increase Fence Height. 20 - 21
    - approval of this report will agree to the recommendation of the Planning and Development Executive Committee to deny the request

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|      | from T&S Wrolstad.   |         |
| 7.5  | Request from Fort Frances Seniors Centre - Waive Calendar Parking 400 & 500 Blocks of Nelson Street - District 1A Seniors Games & Seniors Fairs.<br><br>- approval of this report will agree to the recommendation of the Planning and Development Executive Committee to approve authorizing the waiving of Calendar Parking in the 400 and 500 blocks of Nelson Street during the Seniors Fair being held June 6th, 2019 from 9:00 a.m. to 3:00 p.m. | 22 - 23 |
| 7.6  | Voyageur Lions Club request - Placement of Recycle Container on Town Land.<br><br>- approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to deny the request from the Voyageur Lions Club to place a can recycling bin near the Sorting Gap Marina.   | 24 - 26 |
| 7.7  | Butler Avenue Driveway Request.<br><br>- approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to receive the report with no further action as the issue has been addressed.   | 27 - 29 |
| 7.8  | Entering into an alternate locate agreement with Union Gas.<br><br>- approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to enter into an Alternative Locate Agreement with Union Gas and further that an authorizing by-law and agreement be prepared for execution by Mayor and Clerk.   | 30 - 31 |
| 7.9  | Municipal Asset Management Program Agreement.<br><br>- approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to approve entering into a funding agreement the the Federation of Canadian Municipalities (FCM) for funding under the Municipal Asset Management Program and further that an authorizing by-law and agreement be prepared for execution by Mayor and Clerk.                      | 32 - 59 |
| 7.10 | Letter from A. Livingstone - Sidewalk Damage.<br><br>- approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to receive the letter from A. Livingstone re: sidewalk damage and further that the damaged sidewalk be replaced at the property owners expense as laid out in the report.   | 60 - 65 |

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| 7.11 January 2019 Drinking Water Systems Monthly Summary Report.<br>- approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to accept the January 2019 report prior to it being made available to the general public.  | 66 - 73   |
| 7.12 February 2019 Drinking Water Systems Monthly Summary Report.<br>- approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to accept the February 2019 report prior to it being made available to the general public.  | 74 - 81   |
| 7.13 March 2019 Drinking Water Systems Monthly Summary Report.<br>- approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to accept the March 2019 report prior to it being made available to the general public.  | 82 - 89   |
| 7.14 Library Shed Request - Letter from Library Board Chairperson<br>- approval of this report will agree to the recommendation of the Community Services Executive Committee to endorse a meeting with Library personnel to advance the Library Storage Shed request as feasible.   | 90 - 92   |
| <b>8. <u>Administration and Finance Division:</u></b>  |           |
| 8.1 Councillor Wendy Brunetta - NOMA Annual Meeting and Conference Travel Expense and Per Diem.<br>- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the Travel Expense and Per Diem Claims in the amount of \$691.80 as submitted by Councillor Wendy Brunetta for her attendance at the NOMA Annual General Meeting and Conference in Thunder Bay on April 23rd to 26th, 2019.   | 93 - 102  |
| 8.2 Councillor Andrew Hallikas - NOMA Annual Meeting and conference Travel Expense and Per Diem.<br>- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the Travel Expense and Per Diem Claims in the amount of \$660.00 as submitted by Councillor Andrew Hallikas for his attendance at the NOMA Annual General Meeting and Conference in Thunder Bay on April 23rd to 26th, 2019. | 103 - 111 |
| 8.3 Councillor Douglas Judson - NOMA Annual Meeting and Conference Travel Expense and Per Diem.<br>- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the   | 112 - 119 |

Travel Expense and Per Diem Claims in the amount of \$372.00 as submitted by Councillor Douglas Judson for his attendance at the NOMA Annual General Meeting and Conference in Thunder Bay on April 23rd to 26th, 2019.

**9. Operations and Facilities Division:**

9.1 Verbal Update on Capital Projects

**10. General:**

- |      |   |              |
|------|---|--------------|
| 10.1 | Resolution regarding the Ford Government's Funding Cuts to the Operating Budget of Ontario Library Services - North | 120 -<br>121 |
|      | - consider support via separate resolution.   |              |
| 10.2 | Association of Municipalities of Ontario - August 18-21, 2019 in Ottawa, ON   | 122          |
|      | - resolution authorizing attendance to be considered  |              |

**11. Information:**

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|-------|--|--------------|
| 11.1  | Annual Review of the Tiered Response Agreement between the Rainy River District Social Services Administration Board and the Town of Fort Frances. | 123 -<br>126 |
| 11.2  | Operations and Facilities Division - Public Works Area Operations Statistics - January 2019.   | 127 -<br>130 |
| 11.3  | Operations and Facilities Division - Public Works Area Operations Statistics - February 2019.  | 131 -<br>134 |
| 11.4  | Operations and Facilities Division - Public Works Area Operations Statistics - March 2019.   | 135 -<br>139 |
| 11.5  | Operations and Facilities Division - Overtime Summary Report.  | 140 -<br>142 |
| 11.6  | Operations and Facilities Division - Environmental Area - Operations Statistics - January 2019 to April 2019.                                      | 143 -<br>150 |
| 11.7  | Ontario Clean Water Agency - Fort Frances Wastewater Treatment Facility - March 2019 Monthly Report.   | 151 -<br>157 |
| 11.8  | Ontario Clean Water Agency - 2018 Performance Report for Fort Frances Sewage Treatment Plant.  | 158 -<br>198 |
| 11.9  | Fort Frances Airport - Aircraft Landings and Fuel Sales Recap as of April 30th, 2019.  | 199 -<br>200 |
| 11.10 | 2019 Tonnage at Landfill Site - updated May 16th, 2019.  | 201          |

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| 11.11 Sewer and Water Data for 2019 - updated May 15, 2019. | 202  |
| 11.12 Memorial Sports Centre - Membership Usage Report      | 203  |
| <b>12. <u>Non-agenda items:</u></b>                         |      |
| <b>13. <u>ADJOURNMENT</u></b>                               |      |



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2019/52**

**TO:** Mayor Caul & Members of Council

**FROM:** Dawn Galusha, Treasurer

**DATE:** May 23, 2019

**SUBJECT:** Ontario Regulation 284/09 – Budget Matters

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## **BACKGROUND**

The Town of Fort Frances is required under the Ontario Regulation 284/09 (O. Reg. 284/09) to report on whether amortization expenses, post employment benefits and solid waste landfill closure and post-closure expenses are included in the budget. The purpose of this report is to explain Ontario Regulation 284/09 and illustrate the impact on the 2019 budget if all these expenses had been included.

Accounting standards and reporting requirements changed dramatically in 2009, the most significant change being the introduction of tangible capital asset accounting. The accounting standards, however, do not require that budgets be prepared on the same basis. The Town of Fort Frances, like most municipalities, continues to prepare budgets based on the traditional cash basis.

For 2011 and subsequent years, the municipality or local board shall prepare a report about the excluded expenses and adopt the report by resolution before adopting a budget for that year that excludes from their estimated budget expense costs related to amortization expenses, post employment benefit expenses and solid waste landfill closure and post-closure expenses.

The regulation requires that the report contain information regarding:

- 1) An estimate of the change in the accumulated surplus of the municipality to the end of the year resulting from the exclusion of any of those expenses; and
- 2) An analysis of the estimated impact of the exclusion of any of those expenses on the future tangible capital asset funding requirements of the municipality.

## **Financial Impact**

The Town of Fort Frances developed its 2019 Operating Budget excluding only amortization. The budget this year includes annual post-employment benefits for fire fighters and solid waste landfill closure and post-closure expenses.

- 1) The 2019 Operating Budget does not include expense for the amortization of its tangible capital assets estimated in the sum of \$4,614,600 as shown in **Schedule 3** attached to this report. However, the Capital budget includes Contributions from Reserve Funds in the amount of \$2,772,857 (\$3,612,660 less FGT \$839,803) for capital asset replacement as shown in **Schedule 2** attached to this report.

- 2) The 2019 Operating Budget includes the estimated cost of the post employment benefit expenses incurred in the current year for any retirees resulting from the 2011 firefighter arbitration award. The Town engages Morneau Shepell to provide a post-retirement non-pension benefits actuary report providing an accounting valuation. The post-retirement liability continues to be an unfunded liability.
- 3) The 2019 Operating budget includes the current year expense for landfill closure and post-closure expense, which is estimated at \$23,360. In 2012 EBA Engineering Consultants Ltd. completed a review of our landfill to determine the remaining life of the permitted landfill footprint and provided an update of the closure and post closure liabilities for the site. The Post Landfill Closure Reserve Fund as at December 31, 2018 was \$746,146.84 and estimated to have a closing balance of \$797,521.24 at December 31, 2019.

**Schedule 1** to this report provides an analysis of the impact on the 2019 Budget with the inclusion of the above noted expenses.

#### **RECOMMENDATION**

The Administration & Finance Executive Committee recommends that Council receive the Ontario Regulation 284/09 – Budget Matters disclosure report as presented for the 2019 Operating Budget.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to receive the Ontario Regulation 284/09 disclosure report for the 2019 Operating Budget as presented.

**Schedule 1**  
**2019 BUDGET**  
**PSAB 3150 RECONCILIATION**

**Revenues**

|  |                          |
|--|--------------------------|
| General Operating                                    | \$23,152,976             |
| Water Operating                                      | 2,837,009                |
| Sewer Operating                                      | 2,603,945                |
| Capital  | 6,871,001                |
|  | <hr/> 35,464,931         |
| Less   |                          |
| Transfers to Capital from other Funds <sup>1</sup>   | (3,606,410)              |
| Transfers to Capital from other Funds <sup>1</sup>   | (6,250)                  |
| Transfers to Operating from other Funds <sup>1</sup> | -                        |
| Federal Gas Tax Recognized from Deferred Revenue     | 839,803                  |
| MTO Gas Tax Recognized from Deferred Revenue         | -                        |
| Prior Year's Surplus                                 | -                        |
| Proceeds from Long-Term Debt <sup>2</sup>            | -                        |
| Total Revenues                                       | <hr/> \$32,692,074 <hr/> |

**Expenses**

|  |                          |
|--|--------------------------|
| General Operating  | \$23,152,976             |
| Water Operating  | 2,837,009                |
| Sewer Operating  | 2,603,945                |
| Capital  | 6,871,001                |
|  | <hr/> 35,464,931         |
| Less   |                          |
| Transfers from Operating to other (Reserve) Funds <sup>3</sup> | 1,769,089                |
| Transfer from Water & Sewer to other Funds <sup>3</sup>        | 17,982                   |
| Prior Year's Deficit   | -                        |
| Capital Expenses   | (6,871,001)              |
| Debt Principal Repayments <sup>4</sup>                         | 345,838                  |
| Total Expenses   | <hr/> \$30,726,839 <hr/> |
| Annual Surplus, before exclusion                               | \$1,965,235              |
| Excluded Expenses  |                          |
| Amortization of Tangible Capital Assets                        | 4,614,600                |
| Post Employment Benefits                                       | -                        |
| Solid Waste Landfill Closure & Post-closure Expenses           | -                        |
| Total Excluded exclusions                                      | <hr/> \$4,614,600 <hr/>  |

**Annual Surplus (Deficit), after excluded Expenses** **(\$2,649,365)**

**NOTES**

<sup>1</sup> Transfers from other funds represents transfers from Reserve Funds for Expenditures and is not considered a revenue source under accrual accounting

<sup>2</sup> Proceeds from debenture issued is a debt financing decision and is considered a liability and not a revenue source under accrual accounting

<sup>3</sup> Transfers to other funds represents contributions to reserves and is not considered an expense under accrual accounting

<sup>4</sup> Debt principal repayments are considered repayments of long-term liabilities and are not an expense under accrual accounting

## Schedule 2

### 2019 Projected Reserve Funds

| Account Name                       | G/L Account #          | Reserve Fund Balance<br>December 31, 2018 | Estimated 2019<br>Interest Earned | Estimated Contributions<br>to Reserve Funds Based<br>on 2019 Draft Budget | Estimated Reserve Cont'n to<br>Capital/General Fund Based<br>on 2019 Draft Budget | Estimated Reserve<br>Fund Balance<br>December 31, 2019 |
|------------------------------------|------------------------|---|-----------------------------------|---|---|--|
| Museum Projects                    | 30-002-0000-0810-20805 | 34,767.20                                 | 708.36                            |   | (26,500.00)   | 8,975.56   |
| Handi-Transit MTO Gas Tax          | 30-002-0000-0810-20809 | 45,008.59                                 | 917.03                            |   |   | 45,925.62  |
| Children's Complex Projects        | 30-002-0000-0810-20811 | 66,154.15                                 | 1,347.86                          |   |   | 67,502.01  |
| Daycare/Toy Library Donations      | 30-002-0000-0810-20812 | 2,752.11                                  | 56.07                             |   |   | 2,808.18   |
| Parks & Cemeteries Projects        | 30-002-0000-0810-20823 | 47,327.39                                 | 964.28                            |   | (6,250.00)  | 42,041.67  |
| Public Library & Technology Centre | 30-002-0000-0810-20827 | 203,400.59                                | 4,144.19                          |   |   | 207,544.78   |
| Sister Kennedy Centre Projects     | 30-002-0000-0810-20832 | 21,895.36                                 | 446.11                            |   |   | 22,341.47  |
| Post Landfill Closure              | 30-002-0000-0810-20851 | 746,146.84                                | 15,202.40                         | 111,172.00  | (75,000.00)   | 797,521.24   |
| Waterworks & Sanitary Sewer        | 30-002-0000-0810-20860 | 5,554,164.26                              | 113,163.52                        |   | (416,277.00)  | 5,251,050.78   |
| Watermeter Replacement             | 30-002-0000-0810-20870 | 113,259.54                                | 2,307.61                          | 17,982.00   |   | 133,549.15   |
| Townshend Theatre                  | 30-002-0000-0810-20871 | 115,134.94                                | 2,345.82                          | 7,000.00  |   | 124,480.76   |
| Corporate Vehicles/Equipment       | 30-002-0000-0810-20874 | 1,207,735.25                              | 24,607.05                         | 150,000.00  | (467,657.00)  | 914,685.30   |
| Corporate Building                 | 30-002-0000-0810-20875 | 1,804,881.06                              | 36,773.61                         | 450,000.00  | (536,506.00)  | 1,755,148.67   |
| Corp. Projects Reserve             | 30-002-0000-0810-20876 | 1,802,023.14                              | 36,715.38                         | 950,917.00  | (1,101,917.00)  | 1,687,738.52   |
| Corporate Contingency              | 30-002-0000-0810-20877 | 1,288,461.44                              | 26,251.81                         |   |   | 1,314,713.25   |
| Federal Gas Tax Reserve            | 30-002-0000-0810-20878 | 0.00                                      | 0.00                              | 976,102.00  | (839,803.00)  | 136,299.00   |
| Modernization Reserve              | 30-002-0000-0810-20879 | -   | 9,187.07                          | 689,030.00  |   | 698,217.07   |
| Municipal Accommodation Tax        | 30-002-0000-0810-20872 | -   | -                                 | 100,000.00  |   | 100,000.00   |
|                                    |                        | <b>13,053,111.86</b>                      | <b>275,138.16</b>                 | <b>3,452,203.00</b>   | <b>(3,469,910.00)</b>   | <b>13,310,543.02</b>                                   |
|                                    |                        |   |                                   |   |   | -  |
| Library Building                   | 30-002-0000-0811-20828 | 402,289.70                                | 8,045.79                          |   | (42,750.00)   | 367,585.49   |
|                                    |                        | <b>13,455,401.56</b>                      | <b>283,183.96</b>                 | <b>3,452,203.00</b>   | <b>(3,512,660.00)</b>   | <b>13,678,128.52</b>                                   |

Cemeteries Reserve Fund

**(100,000.00)**

**(3,612,660.00)**

Clinic Financing Loan

244,443.84

177,777.12

Solar Panel Project Loan

90,535.29

60,107.29

Federal Gas Tax

-

136,299.00

Corporate Reserve Funds

7,163,968.47

7,685,308.84

Library/Technology Reserve Funds

402,289.70

367,585.49

Waterworks/Sanitary Sewer Reserves

5,554,164.26

5,251,050.78

**13,455,401.56**

**13,678,128.52**

# Reserve Funds Allocation

| 2019                    | Museum Projects | Parks & Cemeteries | Post Landfill Closure | Corporate Vehicles/ Equip | Corporate Buildings | Corporate Projects | Library & Tech Centre | Federal Gas Tax | Water & Sewer | Cemetery Reserve Funds | Total     |
|-------------------------|-----------------|--------------------|-----------------------|---------------------------|---------------------|--------------------|-----------------------|-----------------|---------------|------------------------|-----------|
| Gen Government          |                 |                    |                       |                           |                     | 62,000             |                       | 125,000         |               |                        | 187,000   |
| Fire                    |                 |                    |                       |                           |                     | 61,763             |                       |                 |               |                        | 61,763    |
| Police Services Board   |                 |                    |                       |                           |                     |                    |                       |                 |               |                        | -         |
| PW Building/General     |                 |                    |                       |                           |                     |                    |                       |                 |               |                        | -         |
| PW Lg Equipment         |                 |                    |                       | 284,928                   |                     |                    |                       |                 |               |                        | 284,928   |
| Roads                   |                 |                    |                       | 138,622                   |                     | 757,312            |                       | 714,803         |               |                        | 1,610,737 |
| Connecting Link         |                 |                    |                       |                           |                     |                    |                       |                 |               |                        | -         |
| Sidewalks               |                 |                    |                       |                           |                     |                    |                       |                 |               |                        | -         |
| Streetlight Poles       |                 |                    |                       |                           |                     | 135,000            |                       |                 |               |                        | 135,000   |
| Airport                 |                 |                    |                       |                           | 10,000              | 35,000             |                       |                 |               |                        | 45,000    |
| Parks/Cemetery          |                 | 6,250              |                       |                           |                     |                    |                       |                 |               | 100,000                | 106,250   |
| Waste Management        |                 |                    | 75,000                |                           |                     |                    |                       |                 |               |                        | 75,000    |
| Children's Complex      |                 |                    |                       |                           |                     |                    |                       |                 |               |                        | -         |
| Handi-van               |                 |                    |                       |                           |                     |                    |                       |                 |               |                        | -         |
| Senior's Centre         |                 |                    |                       |                           | 2,000               |                    |                       |                 |               |                        | 2,000     |
| Memorial Sports Centre  |                 |                    |                       | 44,107                    | 498,000             | 15,000             |                       |                 |               |                        | 557,107   |
| Recreation              |                 |                    |                       |                           | 7,961               |                    |                       |                 |               |                        | 7,961     |
| Townshend Theatre       |                 |                    |                       |                           |                     |                    |                       |                 |               |                        | -         |
| Sunny Cove              |                 |                    |                       |                           | 8,000               |                    |                       |                 |               |                        | 8,000     |
| Library & Technology    |                 |                    |                       |                           |                     |                    | 42,750                |                 |               |                        | 42,750    |
| Museum                  | 26,500          |                    |                       |                           | 7,545               |                    |                       |                 |               |                        | 34,045    |
| Sorting Gap Marina      |                 |                    |                       |                           | 3,000               | 19,079             |                       |                 |               |                        | 22,079    |
| Planning & Development  |                 |                    |                       |                           |                     | 763                |                       |                 |               |                        | 763       |
| Animal Shelter          |                 |                    |                       |                           |                     |                    |                       |                 |               |                        | -         |
| Civic Centre            |                 |                    |                       |                           |                     |                    |                       |                 |               |                        | -         |
| Wood Yard Study         |                 |                    |                       |                           |                     | 16,000             |                       |                 |               |                        | 16,000    |
| Sanitary Sewer Projects |                 |                    |                       |                           |                     |                    |                       |                 | 322,428       |                        | 322,428   |
| Waterworks Projects     |                 |                    |                       |                           |                     |                    |                       |                 | 93,849        |                        | 93,849    |
| Totals                  | 26,500          | 6,250              | 75,000                | 467,657                   | 536,506             | 1,101,917          | 42,750                | 839,803         | 416,277       | 100,000                | 3,612,660 |

**Schedule 3**  
**Amortization Budget**

| Department                     | Budget Distribution<br>2017 Amortization | Audited Actual<br>2017 Amoritization | Budget Distribution<br>2018 Amortization | Audited Actual<br>2018 Amoritization | Budget Distribution<br>2019 Amortization |
|--------------------------------|--|--------------------------------------|--|--------------------------------------|--|
| General Government             | 125,000                                  | 148,213.58                           | 164,300                                  | 146,907.33                           | 154,000                                  |
| Fire                           | 40,000                                   | 71,848.05                            | 86,100                                   | 44,797.72                            | 51,300                                   |
| Protective Inspection/Control  | 8,000                                    | 7,970.95                             | 7,900                                    | 7,121.97                             | 5,300                                    |
| PW Admin/Buildings & Yards     | 15,000                                   | 19,512.02                            | 20,500                                   | 19,654.05                            | 18,900                                   |
| Roads - Paved                  | 1,300,000                                | 1,326,858.19                         | 1,341,000                                | 1,347,522.03                         | 1,380,300                                |
| Roads - Unpaved                | 47,000                                   | 42,636.08                            | 42,700                                   | 42,030.60                            | 42,000                                   |
| Roads Structures               | 25,000                                   | 22,022.12                            | 22,100                                   | 26,545.51                            | 31,000                                   |
| Roads - Winter Control         | 40,500                                   | 45,388.27                            | 56,400                                   | 42,291.38                            | 42,300                                   |
| Sidewalks                      | 235,000                                  | 245,708.79                           | 256,500                                  | 261,318.24                           | 265,500                                  |
| Handi Transit                  | 15,000                                   | 19,163.38                            | 20,500                                   | 23,296.42                            | 23,300                                   |
| StreetLighting                 | 107,500                                  | 108,191.75                           | 114,200                                  | 83,448.35                            | 85,100                                   |
| Air Transportation             | 76,000                                   | 77,264.81                            | 79,400                                   | 78,068.90                            | 80,200                                   |
| Urban Storm Sewer              | 167,000                                  | 170,362.03                           | 180,400                                  | 179,903.00                           | 182,400                                  |
| Rural Storm Sewer              | 2,500                                    | 2,601.57                             | 2,600                                    | 2,575.20                             | 2,600                                    |
| Waste Diversion (Recycling)    | 15,000                                   | 15,670.17                            | 15,700                                   | 15,670.17                            | 16,400                                   |
| Cemeteries                     | 9,800                                    | 8,445.74                             | 8,500                                    | 12,801.51                            | 18,200                                   |
| Social & Family Serv           | 71,000                                   | 88,067.32                            | 92,000                                   | 95,702.25                            | 95,700                                   |
| Parks                          | 48,000                                   | 55,562.42                            | 69,200                                   | 102,712.84                           | 102,700                                  |
| Recreation                     | 300,000                                  | 310,060.12                           | 322,900                                  | 332,796.37                           | 359,700                                  |
| Library                        | 162,500                                  | 165,552.80                           | 168,700                                  | 168,438.98                           | 172,700                                  |
| Cultural Services              | 85,000                                   | 81,706.76                            | 85,300                                   | 80,783.89                            | 80,800                                   |
| Planning & Development         | -  |                                      |  |                                      |  |
| Building Inspection Services   | 200                                      | 315.63                               | 1,200                                    | 575.41                               | 600                                      |
| Sanitary Sewer Collection      | 190,000                                  | 177,159.57                           | 184,800                                  | 183,297.01                           | 219,500                                  |
| Sanitary Sewer Treatment Plant | 400,000                                  | 487,550.19                           | 490,400                                  | 497,670.63                           | 508,800                                  |
| Water Treatment Distribution   | 325,000                                  | 333,233.72                           | 344,300                                  | 350,768.22                           | 383,700                                  |
| Water Treatment Plant          | 290,000                                  | 294,809.26                           | 296,300                                  | 294,096.37                           | 291,600                                  |
|                                | 4,100,000                                | 4,325,875.29                         | 4,473,900                                | 4,440,794.35                         | 4,614,600                                |



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2019/51**

**TO: Mayor Caul & Members of Council**  
**FROM: Dawn Galusha, Treasurer**  
**DATE: May 21, 2019**  
**SUBJECT: Radio Graduation Greetings Request**

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**BACKGROUND**

The attached request for "Congratulate the Graduates!" radio greetings from 93.1 the Border (CFOB Fort Frances) was received for consideration.

93.1 the Border (CFOB Fort Frances) request for consideration of either 35 - 15 second spots aired June 15-28 at a cost of \$299 + HST or 25 – 15 second spots at a cost of \$225 + HST. We did not participate in 2018, but no report was found on this request. There is a similar Holiday greeting which Council typically participates in at the lowest package price.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends that Council receive the request with no further action.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to receive the request with no further action.

**Kathy Lawson**

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**To:** Lisa Slomke  
**Subject:** RE: Graduation Message with CFOB

**From:** Lisa Slomke <[lslomke@fortfrances.ca](mailto:lslomke@fortfrances.ca)>

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**From:** Trimble, Katy <[trimble.katy@radioabl.ca](mailto:trimble.katy@radioabl.ca)>  
**Sent:** Tuesday, May 14, 2019 2:49 PM  
**To:** Lisa Slomke <[lslomke@fortfrances.ca](mailto:lslomke@fortfrances.ca)>  
**Subject:** Re: Graduation Message with CFOB  
**Importance:** High

Hi Lisa,

Not sure who is handling advertising this year with the town. Would you please forward this information on to that person?

Congratulate this year's Graduates with a personal 15 second message from the Town of Fort Frances!  
 Details are attached.

Please respond by May 31<sup>st</sup> if you can if you would like to participate. ☺

Thank you!

Katy

**Katy Trimble**  
**Advertising Consultant**  
**93.1 the Border (CFOB)**  
 Fort Frances, ON

**Office:** (807) 274-5341  
**Mobile:** (807) 275-7093  
**Fax:** (807) 274-2033  
**Email:** [mailto:trimble.katy@radioabl.ca](mailto:mailto:trimble.katy@radioabl.ca)

---

This communication and its attachments are confidential and may be privileged. If you are not the intended recipient, please immediately notify the sender and then delete this communication and its attachments without reading or forwarding it. Thank You.

THINK GREEN! before printing this email.

Date: May 21<sup>st</sup>, 2019

Report To: Mayor and Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Letter from J. Schulz re: Dog Bite.

---

Council will recall at their meeting held May 13<sup>th</sup>, 2019 a letter from J. Schulz was referred to the Planning & Development Executive Committee for their recommendation.

The Planning & Development Executive Committee at their regular meeting held May 21<sup>st</sup>, 2019 discussed the issue brought forward by Mrs. J. Schulz with the By-Law Enforcement Department.

By-Law Enforcement advised the Planning & Development Executive Committee that the issue outlined in the letter have all been resolved. In reference to the request to make changes to the Animal Control By-Law to restrict where animals can be leashed on private property, the By-Law Enforcement Department is recommending that the Planning & Development Executive Committee make no changes to the By-Law. Animal owners can leash their animals on their property where they wish. The By-Law speaks to animals being at large and vicious animals already and there is also Provincial Legislation, that also can be used as a tool to deal with these types of issues.

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><b>Council approval of this report will:</b> accept the letter from Mrs. J. Schulz as information and that no further action be taken.</p> |
|---|

April 18, 2019

Mayor and Council  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON  
P8A 3P9

Dear Mayor Caul and Council,

I have attached documents and pictures of what happened to me as I was walking down Second Street East in the 200 Block across from the old high school.

I am hoping to be able to persuade council to amend the bylaw in the Town of Fort Frances regarding animals.

I am hoping for 2 amendments:

- 1) That no animal be allowed to be tied up in the front yard of any residence or business within the town limits.
- 2) That if an animal is over a certain weight or a certain breed, the animal is required to be in a locked kennel in the back yard.

My purpose in bringing this to your attention is that sincerely, all I was doing was walking down the sidewalk on an errand. This dog broke the chain it was tied up with and severely bit me. I just don't want anyone having to worry about the risk of a dog bite.

Please contact me either by telephone at 274-6435 or by email at [rjschulz1977@gmail.com](mailto:rjschulz1977@gmail.com)

Please let me know if you require anything further from me. Also, please let me know in writing what your decision is. I know it is a process but I also want to impress upon you that this incident was very traumatic for me. I spent 8 hours at emergency, had a tetanus shot and have a 10 day (875 mg tablet) supply of antibiotics to take.

On the plus side – the dog owner was outstanding. He confined the dog, checked on me and applied first aid and made me as comfortable as he could while I waited for my husband to come and get me.

Thank you for listening.



Joyce Schulz

Joyce Schulz

274-6435 or 275-8764

629 Second Street East

Fort Frances, ON

P9A 1N6

---

Monday, April 15, 2019 at 12:30 p.m.

I was walking down Second Street East going to an appointment in the 100 block of Second Street East.

As I approached a house in the 200 block of Second Street East, there was a dog tied up in the front yard of 232 Second Street East. It started to come towards me and barked a couple of times. I slowed down and looked at the dog.

The next thing I noticed was a much larger tan coloured dog come racing off the front steps towards me. I stopped in my tracks. The dog didn't bark or appear to want to sniff me – it directly lunged at me and clamped down on my left ankle.

I was shocked but then began to feel severe pain in my ankle. I started screaming loudly and the homeowner came out to see what the commotion was. I told him, "I think your dog bit me". He proceeded to capture the dog who was running around the yard loose at this time. He took the dog in the house.

The owner (who identified himself during our conversation as Kevin Gambin) asked if I was alright. I said no. I lifted my pant leg and my left ankle was dripping blood.

Kevin Gambin offered me assistance by asking me to come into his house. He got a towel to apply pressure on my ankle and to try and stop the bleeding. He asked his stepson to see if they had any bandages which the stepson then located.

Kevin Gambin applied the bandages and I called my husband, Robert Schulz, to come and pick up so I could go to the hospital. While we were waiting, Kevin Gambin and I exchanged contact information.

We arrived at the hospital shortly after 1:00 p.m. I went to the admitting desk of the emergency department and paperwork was completed.

After waiting roughly 5 minutes, my injuries were assessed. I waited to see the doctor on duty. I was taken in to see the doctor on duty about 4:30 p.m. The doctor assessed my injury and completed paper work on the dog bite incident.

While waiting for the doctor and nurse to return, I took pictures of the wounds with my phone. The bite was cleaned with disinfectant and I was given a tetanus shot. Seri strips were applied to both wounds. A prescription for an 10 supply of antibiotics was faxed to the pharmacy that was open. We stopped to pick it up on our way home.

I arrived home at 8:00 p.m. When I did arrive home there were 2 telephone messages from the dog owners inquiring how I was doing. They left the contact information. I returned the phone call to both of them and explained what had happened at the hospital. I also explained to Kevin Gambin that I would be contacting the Bylaw office of the Town of Fort Frances on Tuesday to relay the information regarding this dog bite.

I also let Kevin Gambin know how much I appreciated them both for contacting me to find out how I was doing.

I let him know that my jeans, shoe and socks were ruined with the blood and also the expense of the antibiotics that I am required to take for 10 days. He said not a problem with reimbursing me for the expenses. I told him I would give him a copy of the receipts.

The contact information for the owners of the dog is as follows:

Kevin Gambin                      807-861-0922

Kelly Clark                        807-861-0466

232 Second Street East

Fort Frances, ON

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I just want to let you know that Kevin Gambin did what he could after the bite and they both contacted me to see how I was doing. I let them both know how much I appreciated that.





Date: May 21<sup>st</sup>, 2019

Report To: Mayor and Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Letter from T & S Wrolstad re: Increase Fence Height.

---

Council will recall at their meeting held May 13<sup>th</sup>, 2019 a letter from T & S Wrolstad was referred to the Planning & Development Executive Committee for their recommendation.

The Planning & Development Executive Committee at their regular meeting held May 21<sup>st</sup>, 2019 discussed the request brought forward by T & S Wrolstad. An overview of the request was provided by both the By-Law Enforcement Department & Chief Building Official, the Fence By-Law 07/19 was also reviewed. The Planning & Development Executive Committee determined that the request did not meet the requirements for public safety or previous decisions made by the Committee and Council. Therefore, determining that the request should not be approved.

Therefore, with this stated, the Planning & Development Executive Committee is recommending that Mayor & Council not approve an increase to the fence height for T & S Wrolstad.

Respectfully submitted,

Original Signed By

Patrick Briere  
By-Law Enforcement Officer

|   |
|---|
| <p><b>Council approval of this report will:</b> not approve an increase to the fence height for T &amp; S Wrolstad.</p> |
|---|

Mayor and Council  
Town of Fort Frances

Re: Fencing at 939 Fourth St E

May 9, 2019

Dear Mayor and Council,

We are requesting permission to raise the height of our fencing at 939 Fourth St E. We would like to raise the height of the fencing in the back of the yard facing the back alley.

The alley seems to be higher than our existing fence and it is easy to see into our yard from the alley. The increased traffic of people walking through our alleys and looking into our yard is a bit of a concern. We have a pool in our yard and I would like to keep that out of view as much as possible to prevent the enticement of anyone from coming in to the yard.

We are in the process of obtaining a building permit to put up a garage this spring as well so it would be roughly 35ft of fencing that we are requesting to increase the height to 9 or 10 ft. We feel this action will help us protect our yard and reduce risk of strangers looking in or coming in.

Please feel free to contact us if you have any questions or need any additional information

We thank you in advance for your consideration of our request

Sincerely

A handwritten signature in blue ink, appearing to read 'Wrolstad', is written over a horizontal line.

Todd and Steph Wrolstad



Date: May 21<sup>st</sup>, 2019

Report To: Mayor & Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Letter from Fort Frances Senior's Centre re: Request to waive calendar parking in the 400 & 500 blocks of Nelson Street.

---

Mayor & Council will recall that the Town of Fort Frances has received annual requests from the Sister Kennedy Centre regarding the suspension of calendar parking on Nelson Street to accommodate parking for the District 1A Senior Games and Senior's Fairs.

On April 21<sup>st</sup>, 2019, Council received a letter from the Fort Frances Senior's Centre, requesting parking accommodations be made on Nelson Street again for June 6<sup>th</sup>, 2019 from 9am to 3pm. As per previous year's requests, the Planning & Development Executive Committee has no concerns with making this parking accommodation for the Fort Frances Senior's Centre.

We are asking Council to approve the request from the Fort Frances Senior's Centre, to suspend Calendar Parking in the 400 & 500 Blocks of Nelson Street on June 6<sup>th</sup>, 2019 to accommodate the Senior's Fair.

Respectfully submitted  
Original Signed By

Patrick Briere  
By-Law Enforcement Officer

**Council approval of this report will:** authorize Calendar Parking be waived in the 400 & 500 Blocks of Nelson Street during the Seniors' Fair being held June 6<sup>th</sup>, 2019 from 9:00am to 3:00pm.

Fort Frances Senior Centre  
401 Nelson Street  
Fort Frances, ON

Mr. Patrick Briere  
By-Law Enforcement  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON P9A 3P9

April 21, 2019

Dear Mr. Briere:

The Fort Frances Senior Centre will be hosting a Seniors' Fair on Thursday, June 6 at the Centre. The event will run from 9 a.m. to 3 p.m. As we anticipate attendance of 100 people parking will be a problem, especially since the Centre's parking lot will only hold a dozen or so cars.

Would it be possible to waive the calendar parking restriction on the 400 and 500 blocks of Nelson Street on that day in order to facilitate parking for Fair participants?

Your cooperation on this matter would be greatly appreciated. Thanks for your assistance.

Sincerely

A handwritten signature in cursive script, appearing to read 'Irene Laing'.

Irene Laing,  
Secretary  
Fort Frances Senior Centre

May 22, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Letter RE: Placement of Recycle Container on Town Land**

---

At the April 22, 2019 meeting of Council, a letter from Bill Michl of the Voyageur Lions Club was referred to the Operations and Facilities Executive Committee regarding the placement of an aluminum can collection container on Town property near the Sorting Gap Marina. This request has been reviewed by the members of the Operations and Facilities Division and the following concerns were brought forward:

1. This program provides funding for this particular community group however with the bin placed on Town property it may be seen as preferential treatment towards this group and set a precedent going forward.
2. The Town expends a great deal of money to provide a recycle depot and curbside blue box collection programs. This collection container is in direct competition with the Programs we offer funded through ratepayers.
3. The location proposed is utilized by the Fort Frances Bass Championship annually for kids events and this would impact that use.
4. The Town does not remove the snow from that parking lot off Front Street rendering this bin inaccessible through the entire winter.

It is the recommendation of the Operations and Facilities Executive Committee that the request to place a can recycling bin near the Sorting Gap Marina by the Voyageur Lions Club be denied.

Respectfully Submitted



Travis Rob, P.Eng

**Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that the request to place a can recycling bin near the Sorting Gap Marina by the Voyageur Lions Club be denied.**

Manager of Operations and Facilities

2019May Lions Club Request for Recycling Bin

April 5, 2019

Travis Rob  
Town of Fort Frances

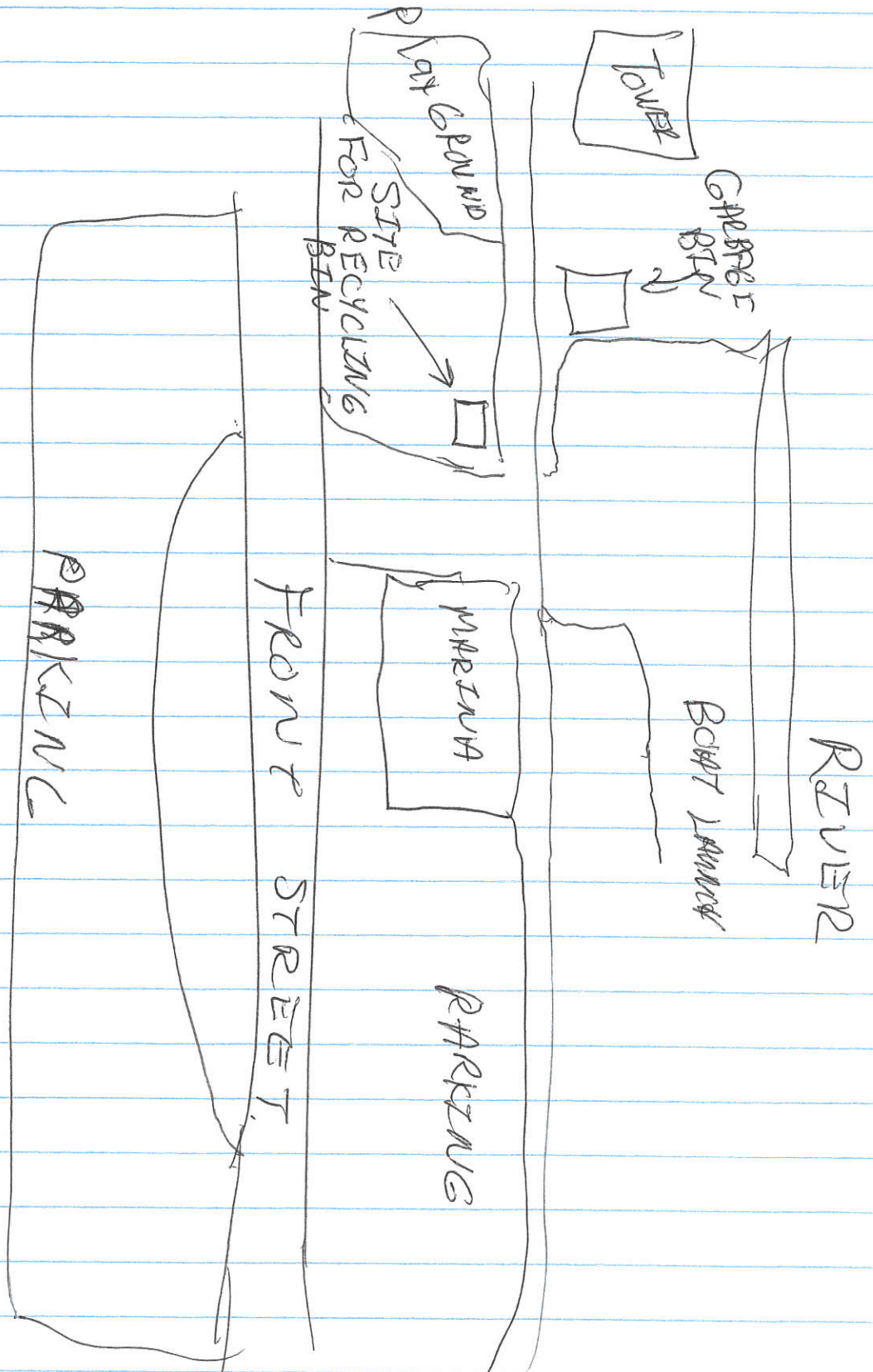
Dear Travis:

Attached to this letter is a map of where the Voyageur Lions would like to place one of our recycle bins. By placing it in this location people walking along The LaVerendrye Parkway, those launching and taking their boats out, and those driving by the Marina can access it.

Thank you very much for your consideration in this matter.

Sincerely

Bill Michl  
Recycling Chair  
Voyageur Lions Club



May 22, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Butler Avenue Driveway Request**

---

At the April 22, 2019 meeting of council, a letter from Wes Dirk of 315 Butler Avenue was referred to the Operations and Facilities Executive Committee regarding his driveway on Butler Avenue, specifically the fact that the curb had heaved over time causing a substantial lip at the driveway.

This type of situation can be caused by a number of situations, shallow storm sewer pipe being heaved by frost, high groundwater table causing differential settlement between the curb and roadway or substandard road base preparation causing differential settlement to name a few. This situation will often rapidly progress once it has started as the heave in the curb causes drainage issues as the water can not get to the catchbasins until it pools sufficiently on the roadway to get into the gutter. This standing water contributes to the deterioration of the road surface and contributed to further curb heaving. This situation has happened throughout town and the practice has been, in the past, to ramp the curb lip in front of the driveway with cold mix asphalt as a temporary fix until the roadway can be reconstructed.

These types of situations are typically handled through the complaint process and in this case, was addressed with cold mix asphalt shortly after receiving the letter. Because of this there is no further action to take.

Respectfully Submitted



Travis Rob, P.Eng

|   |
|---|
| <b>Council approval of this report is not required as the issue has been addressed.</b> |
|---|

Manager of Operations and Facilities

2019May Butler Ave Curb issue Letter

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

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



Operations & Facilities Division  
Phone: 807-274-9893  
Fax: 807-274-7360

Community Services Division  
Phone 807-274-4561  
Fax: 807-274-3799

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

April 23<sup>rd</sup>, 2019

Mr. Wes Dirk  
315 Butler Avenue  
Fort Frances, Ontario  
P9A 2N8

Dear Sir:

At their meeting Monday April 22<sup>nd</sup>, 2019, Council referred the request from W. Dirk re: Issues with driveway at 315 Butler Avenue to Operations and Facilities Executive Committee for recommendation.

By copy of this letter, your request has been referred as directed.

Please direct any questions you may have to T. Rob, Manager Operations and Facilities, at 274-9893 ext.1316.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION



Elizabeth (Lisa) Slomke, Clerk

ES/kl

c.c. T. Rob, Manager Operations & Facilities

~~10/19~~

Mayor and Town Council  
Fort Frances, Ont.



April 10/19

I live on the 300 block of Butler Ave. and was wondering why the pavement to the curb on the West side of the road is so much lower than on the East side of the street. The drain on the West side corner of Butler and Church streets is up higher. Therefore, we have water standing in front of our houses for ever, it seems. So bad, that you need rubber boots to get in and out of your yard and onto the street.

I wrote a similar letter like this a couple years back, but?? The drop between the pavement and the curb was so bad that I am convinced that is why I had to replace upper and lower balljoints on both sides of my truck. I tried smoothing the entrance to my driveway myself by buying bags of some kind of driveway repair material from Kaun's, but after \$50.00, it still didn't seem to do that much.

I've noticed that there are some driveways on Butler Ave, especially on the 400 block, that have been repaired with what appears to be actual asphalt type of material. I suspect that it was the town that did this at some point in time. Is there any chance that I could at least have the entrance to my driveway filled in with whatever was used. The ones that have it done are able to walk onto the street without being in such deep water. Sure, there is water on both sides of their driveway, but at least they can get out without rubber boots. We wouldn't be blocking water to the drain, as I mentioned before, the drain is too high. The water has to evaporate anyway.

Yes, we do live in probably the oldest part in town, so maybe our whole street should be looked at. Parking for the day care center people, or the bass tournament and the parade parking is notorious on tires the way the curbs are.

Also, I don't understand all the dips in the streets where there was digging to repair water lines, or whatever, throughout town. Is it paved over prematurely maybe? On our 300 block of Butler Ave. there is a dip so bad that I witnessed a boat coming from the marina with a 200 hp motor on it, not speeding, but when he went over that dip you could hear the clanging and it couldn't have been good for his transom.

For now, I would be happy to at least have some asphalt or whatever you use to build up the pavement to my driveway. I don't plan to spend any more money on it myself.

Thankyou,  
Wes Dirk  
315 Butler Ave.

May 22, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Entering into an alternate locate agreement with Union Gas**

---

The regulator surrounding working around buried utilities, particularly natural gas pipelines is the Technical Standards Safety Authority (TSSA) and they have tightened the regulations around excavating by means of hydro-vac to require locates prior to any work being completed. The town utilizes our hydro-vac truck extensively for making repairs to buried infrastructure in emergency situations or when the repair can be quickly completed with minimum disruption to the surrounding ground. The benefit to this method is that, historically, it could be completed without having to wait the seven days to obtain locates.

With a change in the regulation, that is no longer the situation. Union Gas has, however, worked with TSSA to develop an agreement that can be struck between the utility and an excavator such as the town so that instead of calling for locates 7 days in advance, we can call in and get immediate clearance to utilize our hydro-vac excavation equipment to complete excavations works when required.

Attached to this report is a copy of the Alternate Locate Agreement to be executed with Union Gas. In addition, this agreement will be sent to Bell and Hydro 1 from Union Gas to include those parties on it, and the Town will forward it to Fort Frances Power Corporation, Shaw and Tbaytel to ensure that going forward the Town is covered when completing Hydro-vac excavations.

It is the recommendation of the Operations and Facilities Executive Committee that the Town enter into an Alternative Locate Agreement with Union Gas and further that a By-Law be prepared authorizing Mayor and Clerk to execute the agreement on the Town's behalf.

Respectfully Submitted



Travis Rob, P.Eng

**Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that the Town enter into an Alternative Locate Agreement with Union Gas and further that a By-Law be prepared authorizing Mayor and Clerk to execute the agreement on the Town's behalf.**

Manager of Operations and Facilities

**ALTERNATE LOCATE AGREEMENT**

**Between: Enbridge Gas Inc.** (hereinafter called "EGI")  
**500 Consumers Road, Toronto, ON M2J 1P8**  
**Attention: Manager Damage Prevention**  
**Facsimile: 416-495-5128**

**With a copy to: Law Department**  
 Facsimile: 416-495-5994

**Contact Telephone Number in the event EGI Underground Plant is discovered or encountered: 1-866-922-3622**

**And:** \_\_\_\_\_ (hereinafter called the "Contractor")  
 (Full Corporate Name)  
 \_\_\_\_\_  
 Address  
 \_\_\_\_\_  
 City, Province  
 \_\_\_\_\_  
 Postal Code  
 \_\_\_\_\_

**WHEREAS:**

1. The Contractor plans to undertake excavation work from time to time as further described in Schedule "A" attached hereto.
2. The Contractor has requested EGI to provide an alternate locate for such work.
3. EGI has agreed to grant an alternate locate, solely for such work, on the terms and conditions as further described in this Agreement.

**NOW THEREFORE**, in consideration of the premises, the mutual covenants contained in this Agreement and other consideration (the receipt and sufficiency of which are acknowledged), EGI and the Contractor agree as follows:

1. The Contractor shall perform the excavation work described in Schedule "A" attached hereto (the "Allowable Work") and use the Ontario One Call Contractor Alternate Locate ID number in accordance with the terms and conditions set forth in this Agreement, including without limitation the additional terms and conditions pertaining to the Allowable Work set out in Schedule "A".
2. The Terms and Conditions and Schedule "A" attached hereto form part of this Agreement and are binding upon the parties hereto and shall supersede and be unaffected by all other terms and conditions made or issued by the Contractor in relation to the Allowable Work.

**Ontario One Call Contractor Alternate Locate ID:**

**In Witness Whereof** the parties hereto have executed this Agreement.

Dated the \_\_\_\_\_ day of \_\_\_\_\_, 2019

Contractor (Full Corporate Name)

By:

Signature

Name (to be printed) and  
Title

By:

Signature

Name (to be printed) and  
Title

**Enbridge Gas Inc.**

By:

**Chris Van Daele**  
**Supervisor Distribution Protection**  
 Name (to be printed) and  
Title

1<sup>st</sup> Signature

By:

**Michael McGiverty**  
**Manager Distribution Protection**  
 Name (to be printed) and  
Title

2<sup>nd</sup> Signature

**I/We have authority to bind the Corporation.**

**C. Van Daele**  
**M. McGiverty**

May 22, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Municipal Asset Management Program Agreement**

---

In the spring of 2018 the Town applied to the Municipal Asset Management Program Fund through the Federation of Canadian Municipalities to fund some asset condition assessment activities to help with the updating of the Town's Asset Management Plan. The application was to fund zoom camera inspections of certain storm sewer lines as well as some computer hardware to assist in the asset data collection and condition assessment program within the Town's facilities.

In late in September of 2018 the Town was notified that it was successful in receiving funding from the MAMP program totalling \$33,200.00 for the works, however at that point it was too late in the year to be able to tender and assess the infrastructure. From September to May, we urged FCM to get us a funding agreement to prevent further delays in the completion of the works. The program allows only 11 months to complete all works, however we were able to adjust our program start date to June 1 2019 due to delays in getting a funding agreement in place.

Attached to this report you will find a funding agreement between the Town of Fort Frances and the Federation of Canadian Municipalities for asset condition assessment work under the Municipal Asset Management Program. It is the recommendation of the Operations and Facilities Executive Committee to approve entering into a funding agreement with FCM for funding under the Municipal Asset Management Program and further that an authorizing by-law be prepared authorizing the Mayor and Clerk to execute the funding agreement on behalf of the corporation.

Respectfully Submitted



Travis Rob, P.Eng

**Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to approve entering into a funding agreement with FCM for funding under the Municipal Asset Management Program and further that an authorizing by-law be prepared authorizing the Mayor and Clerk to execute the funding agreement on behalf of the corporation.**

Manager of Operations and Facilities

2019May MAMP funding Agreement

## GRANT AGREEMENT

**THIS AGREEMENT** is effective as of the date of last signature on the signature page.

**BETWEEN:**

**THE CORPORATION OF THE TOWN OF FORT FRANCES**

(herein called "**Recipient**")

-and-

**FEDERATION OF CANADIAN MUNICIPALITIES**

(herein called "**FCM**")

**WHEREAS:**

- (a) the Government of Canada and FCM have established the Municipal Asset Management Program (herein called **MAMP**);
- (b) the Government of Canada has funded the Municipal Asset Management Program, which is being administered by FCM;
- (c) FCM has agreed to provide the Recipient with a grant for use by the Recipient solely for the project described in this Agreement; and
- (d) this Agreement contains the terms for the administration and remittance of the grant by FCM to the Recipient and the use of the grant by the Recipient.

**NOW THEREFORE**, the Parties hereby agree as follows:

### ARTICLE 1 DEFINITIONS AND SCHEDULES

1.01 Definitions. Whenever used in this Agreement and unless the context otherwise requires, the following terms have the following meanings:

**"Agreement"** means this agreement, including all schedules, and all amendments or restatements as permitted;

**"Business Day"** means any day other than a Saturday, Sunday or statutory holidays in the Province of Ontario;

**"Claim"** has the meaning ascribed thereto in Section 13.01 of this Agreement;

**"Confidential Information"** has the meaning ascribed thereto in Section 11.01 of this Agreement.

**"Eligible Activities"** means any reasonable activities necessary to complete the Project as described in Part 2 of Schedule A attached hereto.

**"Eligible Expenditure Date"** has the meaning ascribed thereto in Part 4 of Schedule C attached hereto;

**"Eligible Expenditures"** means those permitted expenditures described in Part 4 of Schedule C attached hereto, for which the Recipient may use the Grant;

**"Grant"** means the grant set forth in Article 2;

**“Grant Amount”** means the amount to be disbursed by FCM on account of the Grant up to the maximum amount set forth in Part 1 of Schedule B attached hereto;

**“Indemnified Parties”** has the meaning ascribed thereto in Section 13.01 of this Agreement;

**“Parties”** means FCM and the Recipient, and **“Party”** refers to any one of them;

**“Project”** means the project described in Part 2 of Schedule A attached hereto;

**“Project End Date”** has the meaning ascribed thereto in Part 2 of Schedule A attached hereto; and

**“Project Start Date”** has the meaning ascribed thereto in Part 2 of Schedule A attached hereto;

**“Receiving Party”** has the meaning ascribed thereto in Section 11.01 of this Agreement.

1.02 Schedules. The following annexed Schedules form part of this Agreement and the Parties shall comply with all terms and conditions set-out therein:

Schedule A: Part 1: Conditions of Contribution  
Part 2: Description of Project, Statement of Work and Project Expenditures  
Part 3: Reporting Requirements and Project Deliverables

Schedule B: Part 1: Grant Amount  
Part 2: Particulars of the Sources of Funding  
Part 3: Payment Schedule/Period of Funding

Schedule C: Part 1: Request for Contribution, Letter of Attestation and Expense Claim  
Part 2: Completion Report Templates  
Part 3: Accepted Practices  
Part 4: Eligible Expenditures

Schedule D: Contact Information

## **ARTICLE 2 THE GRANT**

2.01 Grant Purpose. FCM is providing the Grant to the Recipient for the sole purpose of assisting the Recipient in the performance of the Project, as described in Part 2 of Schedule A attached hereto.

2.02 Grant Amount. Subject to and in accordance with the terms and conditions of this Agreement and in reliance upon the representations, warranties and covenants of the Recipient hereinafter set forth, FCM agrees to contribute towards the Eligible Expenditures, the Grant Amount, as more particularly described in Part 1 of Schedule B attached hereto.

2.03 Disbursement of Grant.

- (a) FCM shall disburse the Grant in accordance with Part 3 of Schedule B attached hereto.
- (b) No portion of the Grant shall be disbursed by FCM without it first receiving from the Recipient a completed Request for Contribution in accordance with Part 1 of Schedule C attached hereto.
- (c) Provided that the Conditions of Contribution set-out in Part 1 of Schedule A attached hereto are satisfied, the Recipient may request the Grant by delivering to FCM the appropriate Request for Contribution in accordance with Part 1 of Schedule C attached hereto at least

30 days before the requested date of disbursement; the requested date of disbursement may be delayed if the Request for Contribution delivered by the Recipient to FCM is not, in FCM's sole discretion, satisfactory and revisions or supplemental documentation are required.

- 2.04 Term. This Agreement shall continue in force until FCM has received and notified the Recipient of its satisfaction with all reports required to be completed by the Recipient in accordance with the terms and conditions of this Agreement, or until the Agreement has been terminated in accordance with Section 12.01, whichever shall first occur.

### **ARTICLE 3 CONDITIONS OF CONTRIBUTION**

- 3.01 Conditions of Contribution. Subject to Section 2.03, the obligation of FCM to disburse the Grant to the Recipient is conditional upon the Recipient satisfying the conditions set-out in Part 1 of Schedule A attached hereto, to the satisfaction of FCM.

### **ARTICLE 4 REPRESENTATIONS AND WARRANTIES**

- 4.01 Representations and Warranties. The Recipient represents and warrants that:
- (a) it is duly established under the laws of the Province of Ontario and has the legal power and authority to enter into, and perform its obligations under this Agreement and the Project;
  - (b) this Agreement has been duly authorized and executed by it and constitutes a valid and binding obligation of it, enforceable against it in accordance with its terms;
  - (c) neither the making of this Agreement nor the compliance with its terms and the terms of the Project will conflict with or result in the breach of any of the terms, conditions or provisions of, or constitute a default under any indenture, debenture, agreement or other instrument or arrangement to which the Recipient is a party or by which it is bound, or violate any of the terms or provisions of the Recipient's constating documents or any license, approval, consent, judgment, decree or order or any statute, rule or regulation applicable to the Recipient;
  - (d) no litigation, arbitration or administrative proceedings are current or pending or have been threatened, and so far as the Recipient is aware no claim has been made, which is likely to have an adverse effect on its preparation and/or delivery of the Project or its compliance with its obligations under this Agreement; and
  - (e) it has the right to grant the license set out in Section 6.02 of this Agreement.

### **ARTICLE 5 COVENANTS**

- 5.01 Affirmative Covenants. Unless FCM shall otherwise agree in writing, the Recipient covenants and agrees that it shall:
- (a) use the Grant only for Eligible Activities relating to the Project;
  - (b) carry out the Project and conduct the activities thereof in compliance with all applicable laws and regulations and, without restricting the generality of the foregoing, in compliance with all labour, environmental, health and safety and human rights legislation applicable to the Project;

- (c) carry out the Project with due diligence and efficiency and in accordance with sound engineering, scientific, financial and business practices;
- (d) provide FCM with prompt notice of any:
  - (i) material change to the Project;
  - (ii) proposed change in the nature or scope of its legal status; or
  - (iii) act, event, litigation or administrative proceeding that does or may materially and adversely affect the Project or may materially and adversely affect the ability of the Recipient to perform its obligations under this Agreement or the Project.

5.02 Negative Covenants. Unless FCM shall otherwise agree in writing, the Recipient shall not:

- (a) use the Grant for expenditures that are not Eligible Expenditures;
- (b) for 5 years after the end date of this Agreement, sell, assign, transfer, lease, exchange or otherwise dispose of, or contract to sell, assign, transfer, lease, exchange or otherwise dispose of, any of the real or personal property, whether movable or immovable, acquired, purchased, constructed, rehabilitated or improved, in whole or in part, with the Grant (the “**Assets**”); if at any time within 5 years after the end date of this Agreement, the Recipient sells, assigns, transfers, leases, exchanges or otherwise disposes of any Asset other than to the Government of Canada, a local government, or with the Government of Canada’s consent, the Recipient may be required to pay back to FCM, at FCM’s sole discretion, all or a portion of the Grant that was disbursed by FCM to the Recipient.

## ARTICLE 6 INTELLECTUAL PROPERTY

- 6.01 Intellectual Property. Copyright in all reports, documents and deliverables prepared in connection with this Agreement and listed in the Schedules of this Agreement by or on behalf of the Recipient (the “Recipient Documentation”) will be the exclusive property of, and all ownership rights shall vest in either the Recipient or, subject to the Recipient’s ability to grant the license set out in Section 6.02, a person or entity engaged to develop the Recipient Documentation on behalf of the Recipient.
- 6.02 License. The Recipient hereby grants to FCM an irrevocable, perpetual, worldwide, royalty-free, license, to use, publish, make improvements to, sub-license, translate and copy the Recipient Documentation. This license shall survive the expiration or termination of this Agreement.

## ARTICLE 7 APPROPRIATIONS

- 7.01 Appropriations. Notwithstanding FCM’s obligation to make any payment under this Agreement, this obligation does not arise if, at the time when a payment under this Agreement becomes due, the Parliament of Canada has not passed an appropriation that is sufficient and constitutes lawful authority for the Government of Canada making the necessary payment to FCM for the project or program in relation to which the Grant is being provided. FCM may reduce, delay or terminate any payment under this Agreement in response to the reduction or delay of appropriations or departmental funding levels in respect of transfer payments, the project or program in relation to which the Grant is being provided, or otherwise, as evidenced by any appropriation act or the federal Crown’s main or supplementary estimates expenditures. FCM will not be liable for any direct, indirect, consequential, exemplary or punitive damages, regardless of the form of action,

whether in contract, tort or otherwise, arising from any such reduction, delay or termination of funding.

## **ARTICLE 8 MEMBERS OF THE HOUSE OF COMMONS AND SENATE**

- 8.01 No member of the House of Commons or the Senate of Canada will be admitted to any share or part of this Agreement, or to any benefit arising from it, that is not otherwise available to the general public. The Recipient will promptly inform FCM should it become aware of the existence of any such situation.

## **ARTICLE 9 NO BRIBES**

- 9.01 The Recipient guarantees that no bribe, gift or other inducement has been paid, given, promised or offered to any person in order to obtain this Agreement. Similarly, no person has been employed to solicit or secure the Agreement upon any agreement for a commission, percentage, brokerage or contingent fee. The Recipient also guarantees that it has no financial interest in the business of any third party that would affect its objectivity in carrying out the Project.

## **ARTICLE 10 AUDIT AND ACCESS**

### 10.01 Audit and Access.

- (a) FCM reserves the right to undertake, at any time, at its expense, any audit of the records and accounts of the Recipient in relation to the Project. The Recipient agrees to ensure that prompt and timely corrective action is taken in response to any audit findings and recommendations conducted in accordance with this Agreement. The Recipient will submit to FCM in a timely manner, a report on follow-up actions taken to address recommendations and results of the audit.
- (b) The Recipient shall maintain proper and accurate financial accounts and records, including but not limited to its contracts, invoices, statements, receipts, employee timesheets, and vouchers, in respect of the Project. The Recipient covenants and agrees that it shall keep all such books and records of the Project until March 31, 2031.
- (c) Upon FCM's request with reasonable prior notice thereto, the Recipient shall provide FCM and its designated representatives with reasonable and timely access to sites, facilities, and any documentation relating to the Project for the purposes of audit, inspection, monitoring, evaluation, and ensuring compliance with this Agreement, and permit FCM to communicate directly with, including the receipt of information from, its external auditors regarding its accounts and operations relating to the Project.
- (d) The Government of Canada, the Auditor General of Canada, and their designated representatives, to the extent permitted by law, will at all times be permitted to inspect the terms and conditions of this Agreement and any records and accounts respecting the Project and will have reasonable and timely access to sites, facilities and any documentation relevant for the purpose of audit.
- (e) The covenants, rights and obligations contained in this Article 10 shall survive the termination or expiry of this Agreement.

## **ARTICLE 11 CONFIDENTIALITY**

11.01 Confidentiality.

- (a) All processes, documents, data, plans, material, policies or information pertaining to either Party's operations which is obtained by the other Party ("**Receiving Party**") or furnished to the Receiving Party in connection with this Agreement and expressly identified as confidential thereby, including, without limitation, the terms of this Agreement, ("**Confidential Information**") shall be maintained by the Receiving Party in strict confidence and shall not be disclosed to any person or entity for any reason or used by the Receiving Party except as necessary for it to perform its obligations hereunder.
- (b) The limitations contained in this section shall not apply to (a) Confidential Information which is in the public domain at the time of disclosure; (b) Confidential Information that becomes part of the public domain after disclosure through no fault of the Receiving Party; (c) Confidential Information that the Receiving Party can prove was known by the Receiving Party at the time of disclosure; (d) Confidential Information that the Receiving Party can prove was supplied to the Receiving Party by a third party or was independently developed by the Receiving Party; or (e) Confidential Information required to be disclosed pursuant to judicial process.

## ARTICLE 12 TERMINATION

12.01 Termination of the Agreement.

- (a) FCM may terminate this Agreement:
  - (i) if the Recipient breaches any term or condition of this Agreement, and fails to remedy such breach upon the expiry of 15 Business Days' written notice from FCM of such breach or, with respect to a breach that cannot be remedied within the 15 Business Day period, such longer period of time as FCM may reasonably provide the Recipient to remedy the breach, provided the Recipient has commenced to remedy the breach within the 15 Business Day period and is actively and diligently taking appropriate measures to remedy the breach;
  - (ii) if the Recipient becomes insolvent and/or proceedings have been commenced under any legislation or otherwise for its dissolution, liquidation or winding-up, or bankruptcy, insolvency or creditors' arrangement proceedings have been commenced by or against the Recipient;
  - (iii) if, in FCM's sole discretion, the Project cannot be completed as initially presented; and
  - (iv) if the Parliament of Canada fails to pass an appropriation that is sufficient and constitutes lawful authority for the Government of Canada making the necessary payment to FCM for the project or program in relation to which the Grant is being provided.
- (b) Either Party may, on not less than 30 days' prior written notice to the other Party, terminate this Agreement.

12.02 Effect of Termination. If this Agreement is terminated pursuant to Section 12.01, the Recipient may be:

- (a) reimbursed for all or a portion of the expenses they have incurred in relation to the Project up to the effective date of termination; or

- (b) required to pay back to FCM all or a portion of the Grant Amount that was disbursed by FCM to the Recipient prior to the effective date of termination;

as applicable, all subject to FCM's sole discretion and satisfaction, taking into consideration out-of-pocket expenses incurred and results reported by the Recipient in connection with the Project.

### **ARTICLE 13 INDEMNITY**

- 13.01 Indemnity. The Recipient hereby agrees to indemnify and hold harmless FCM and its officers, directors, employees and agents (collectively, 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 (collectively, a "**Claim**"), 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 this Agreement, but only to the extent that such Claim arises out of or is in connection with the Recipient's breach of this Agreement or is caused by the negligence or wilful misconduct of the Recipient in the performance of its obligations hereunder or otherwise in connection with the Project.
- 13.02 Intellectual Property Indemnity. Recipient shall defend or settle at its expense any claim or suit against FCM arising out of or in connection with an assertion that the Recipient Intellectual Property infringes any intellectual property right and Recipient shall indemnify and hold harmless FCM from damages, costs, and attorneys' fees, if any, finally awarded in such suit or the amount of the settlement thereof; provided that (i) Recipient is promptly notified in writing of such claim or suit, and (ii) Recipient shall have the sole control of the defense and/or settlement thereof.

### **ARTICLE 14 MISCELLANEOUS PROVISIONS**

- 14.01 Notice. Any notice, document or other communication required to be given under this Agreement shall be in writing and shall be sufficiently given if sent by personal delivery/courier, registered mail or email to the other Party at its address indicated in Schedule D attached hereto, or to such other address, email address or person that the Party designates in writing to the other Party. The notice shall be deemed to have been delivered on the day of personal delivery, on the day received by email (as evidenced by a transmission confirmation), or on the fifth day following mailing.
- 14.02 Relationship of the Parties. The relationship between the Recipient and FCM is, and shall at all times be and remain, essentially that of a recipient and a grantor, and this Agreement does not and shall not be deemed to create a joint venture, partnership, and fiduciary or agency relationship between the Parties for any purpose. Neither the Recipient, nor any of its personnel are engaged as an employee, servant or agent of FCM.
- 14.03 Public Announcements. The Recipient shall cooperate with FCM, who will lead the preparation and issuance of the public funding announcement for the Project and/or the coordination of a public announcement event attended by FCM and the Government of Canada. The Recipient will be informed of the process immediately after the signature of this Agreement. If any public statement or release is so required, the Recipient shall promptly inform FCM of upcoming promotional events related to the Project and allow FCM and the Government of Canada to participate in such media activities or events.
- 14.04 Project Branding. The Recipient shall recognize and state in an appropriate manner, as approved by FCM, the financial assistance offered by FCM concerning the Project and the contribution of the Government of Canada to FCM, as specified in Part 3 of Schedule C attached hereto. If requested by FCM, the Recipient shall have affixed, in content, form, location and manner acceptable to FCM, signage acknowledging the contribution of FCM and the Government of Canada to the Project. The

Recipient shall adhere to the policies regarding the use of graphic design elements and signage as specified in Part 3 of Schedule C attached hereto.

- 14.05 Entire Agreement. This Agreement constitutes the entire understanding between the Parties with respect to the subject matter hereof and supersedes all prior understandings, negotiations and discussions, whether written or oral. There are no conditions, covenants, agreements, understandings, representations, warranties or other provisions, express or implied, collateral, statutory or otherwise, relating to the subject matter hereof except as herein provided.
- 14.06 Survival. Except as otherwise provided herein, those sections of this Agreement which, by the nature of the rights or obligations set-out therein might reasonably be expected to survive any termination or expiry of this Agreement, shall survive any termination or expiry of this Agreement.
- 14.07 Amendments. No amendment of the Agreement will have any force or effect unless reduced to writing and signed by both Parties.
- 14.08 Assignment. The Recipient cannot assign this Agreement without the prior written consent of FCM.
- 14.09 Enurement. This Agreement shall enure to the benefit of, and shall be binding upon, the Parties and their respective, heirs, executors, administrators, successors and permitted assigns.
- 14.10 Governing Law. This Agreement shall be governed by and construed in accordance with the law of the Province of Ontario and the federal laws of Canada applicable therein.
- 14.11 Severability. Each of the binding provisions contained in this Agreement is distinct and severable. Any declaration by a court of competent jurisdiction of the invalidity or unenforceability of any binding provision or part of a binding provision will not affect the validity or enforceability of any other provision of this Agreement.
- 14.12 Waiver. No waiver of any provision of this Agreement shall be effective unless made in writing and signed by the waiving Party. The failure of any Party to require the performance of any term or obligation of this Agreement, or the waiver by any Party of any breach of this Agreement, shall not prevent any subsequent enforcement of such term or obligation or be deemed a waiver of any subsequent breach.
- 14.13 Counterparts. This Agreement may be executed and delivered (including by facsimile transmission or in protocol document format ("PDF")) in one or more counterparts, each of which when executed shall be deemed to be an original but all of which taken together shall constitute one and the same agreement.

**[SIGNATURE PAGE FOLLOWS]**

**IN WITNESS WHEREOF, the Parties hereto have executed and delivered this Agreement as of the date written below.**

**THE CORPORATION OF THE TOWN OF FORT FRANCES,**

Per: \_\_\_\_\_

Name: June Caul

Title: Mayor

Date: \_\_\_\_\_

Per: \_\_\_\_\_

Name: Elizabeth Slomke

Title: Municipal Clerk

Date: \_\_\_\_\_

*We have authority to bind the Recipient herein.*

**FEDERATION OF CANADIAN MUNICIPALITIES,**

Per: \_\_\_\_\_

Name: Bogdan Makuc

Title: Program Director, MAMP

Date: \_\_\_\_\_

*I have authority to bind FCM herein.*

## Schedule A

### **Part 1 Conditions of Contribution**

The obligation of FCM to disburse the Grant Amount is conditional upon the Recipient satisfying the following conditions, to the satisfaction of FCM:

- Completed Request for Contribution in the form of Part 1 of Schedule C;
- Receipt and acceptance of Final Report, which is due within 30 days of Project end date, in accordance with the reporting template Part 2 of Schedule C;
- Receipt and acceptance of Evidence of Deliverables, as noted in the Final Report;
- Receipt and acceptance of Expense claim;
- Letter of Attestation for Expense Claim, including confirmation that all expenses claimed are Eligible Expenditures, in the format of Part 4 of Schedule C.

The Recipient acknowledges and agrees that, notwithstanding the foregoing conditions, FCM's obligation to disburse the Grant Amount is subject to Article 7 of the Agreement.

## Schedule A

### **Part 2 Description of Project, Statement of Work and Project Expenditures**

The Recipient will undertake a Project in accordance with the phases, activities and/or milestones outlined in the below Statement of Work.

Project Number: MAMP 15970 – The Corporation of the Town of Fort Frances, Ontario

Project Title: 2018 Asset Condition Investigation

Project Sector: Asset management (MAMP)

Project Type: MAMP Projects

| Project Start Date | Project End Date |
|--------------------|------------------|
| 3 June 2019        | 3 May 2020       |

### **Project Description**

The Town of Fort Frances will pilot zoom camera inspection of a portion of the 52.2km of storm sewer piping within its network to gather condition data on this important piece of the Town's linear assets. This is a low cost alternative to CCTV inspection and given the larger pipe diameter of storm sewer and the few mid line connections should provide reasonable level of detail to establish the condition of these assets. The Town is looking to purchase a tablet to remotely access its asset database to assist in this work. In addition the software has the functionality to be able to scan a bar code label on an asset to bring up the asset information and update the condition remotely via app. The Town will be purchasing a bar code printer to label their assets. This work will push the Town's asset management program further and help make the program more manageable for internal staff.

| Activity   | Deliverable   |
|--|---|
| 1. Zoom Camera Inspection of a portion of the 52.2km of storm sewer piping | A set of documents confirming the results of the condition assessments completed, including: <ul style="list-style-type: none"> <li>A copy of the condition assessment report for the Storm Sewer lines.</li> </ul> |
| 2. Facility Asset Capture and Identification                               | A set of documents confirming Facility Asset Capture and Identification, including: <ul style="list-style-type: none"> <li>A significant sample of the bar codes and pictures of labeled assets.</li> </ul>         |

| Activity   | Start date: | End date:  | Eligible Expenditures (\$) | Ineligible Expenditures (\$) | Total Expenditure (\$) |
|--|-------------|------------|----------------------------|------------------------------|------------------------|
| <b>Zoom Camera Inspection</b>                          | 3 June 2019 | 3 May 2020 |                            |                              |                        |
| Storm Sewer network Inspection - Phase 1               |             |            | \$31,000.00                | \$0.00                       | <b>\$31,000.00</b>     |
| <b>Activity 1 Subtotals</b>                            |             |            | <b>\$31,000.00</b>         | <b>\$0.00</b>                | <b>\$31,000.00</b>     |
| <b>Facility Asset Capture and Identification</b>       | 3 June 2019 | 3 May 2020 |                            |                              |                        |
| Capture and labelling of Facility Assets into database |             |            | \$800.00                   | \$0.00                       | <b>\$800.00</b>        |
| Data Capture Tablet                                    |             |            | \$0.00                     | \$1,400.00                   | <b>\$1,400.00</b>      |
| <b>Activity 2 Subtotals</b>                            |             |            | <b>\$800.00</b>            | <b>\$1,400.00</b>            | <b>\$2,200.00</b>      |
| <b>Total Expenditures</b>                              |             |            | <b>\$31,800.00</b>         | <b>\$1,400.00</b>            | <b>\$33,200.00</b>     |

|                                    |                    |
|------------------------------------|--------------------|
| <b>Total Eligible Expenditures</b> | <b>\$31,800.00</b> |
|------------------------------------|--------------------|

### Schedule A

#### Part 3 Reporting Requirements and Project Deliverables

The following report is to be provided to FCM at the completion of the Project. The format of the report is as provided in Part 2 of Schedule C.

| Name of Report | Due Date:   | Content  |
|----------------|-------------|--|
| Final Report   | 3 June 2020 | The content and format of this report is provided in Schedule C, Part 2. |

## Schedule B

### Part 1 Grant amount

Subject to the terms and conditions of this Agreement, FCM agrees to contribute towards the Eligible Expenditures an amount (the “**Grant Amount**”) that is equal to the lesser of:

the sum of twenty five thousand, four hundred and forty dollars (\$25,440.00); or

eighty percent (80.0%) of Eligible Expenditures;

Notwithstanding the foregoing, if the aggregate amount of funding received or to be received from all sources of funding, other than the Recipient, as described in Part 2 of Schedule B (all as determined and calculated by FCM) is greater than the total expenditures incurred by the Recipient in respect of the Project then FCM may reduce the Grant Amount to such amount as it deems appropriate, in its sole and absolute discretion.

## Schedule B

### Part 2 Particulars of the Sources of Funding

The funding sources for this initiative are outlined in the table below. Each funding source indicates the amount of funding and when the funding was confirmed or is expected to be confirmed.

| Funding source              | Description   | Confirmed (Y/N) | Date committed DD-MM-YYYY | Amount (\$)        | % of total budget |
|-----------------------------|---|-----------------|---------------------------|--------------------|-------------------|
| <b>FCM Grant</b>            | Grant   | Y               | 20 Sept. 2018             | \$25,440.00        | 76.6%             |
| <i>Town of Fort Frances</i> | Operations and Facilities Division Operating Budget | Y               | 19 April 2018             | \$7,760.00         | 23.4%             |
| <b>Total funding:</b>       |   |                 |                           | <b>\$33,200.00</b> | <b>100.0%</b>     |

|   |                    |
|---|--------------------|
| <b>Budget total expenditures</b>          | <b>\$33,200.00</b> |
| <b>Budget total Eligible Expenditures</b> | <b>\$31,800.00</b> |

## Schedule B

### Part 3 Payment Schedule/ Period of Funding

FCM will disburse the Grant Amount as determined in this table upon completion of activities, as evidenced by submission and acceptance by FCM of the Final Report and a Request for Contribution.

The Final Report and Request for Contribution must be submitted at least 30 days prior to the requested date of disbursement.

The Recipient must notify FCM in writing of any anticipated delays in this disbursement schedule. FCM reserves the right to adjust dates of disbursement or amounts subject to Article 7 of the Agreement.

| <b>Deliverable</b>  | <b>Date of Report Submission</b> | <b>Forecast Date of Disbursement</b> | <b>Maximum Amount of Disbursement</b> |
|---------------------|----------------------------------|--------------------------------------|---------------------------------------|
| <b>Final Report</b> | 3 June 2020                      | 3 July 2020                          | <b>\$25,440.00</b>                    |

**Period of Funding:**

The Period of Funding is defined as the period between Project Start Date and 30 days after the Project End Date as set out in Part 2 of Schedule A.

## Schedule C

### Part 1 Request for Contribution, Letter of Attestation and Expense Claim

#### [LETTERHEAD OF THE RECIPIENT]

[Address]

[Date]

Federation of Canadian Municipalities  
24 Clarence Street  
Ottawa, Ontario  
K1N 5P3

Attention:       Aymone Agossou  
                    Project Officer - MAMP

Ladies and Gentlemen:

**Re:   MAMP – no. 15970 Agreement between the Federation of Canadian Municipalities (as Trustee) and the The Corporation of the Town of Fort Frances (“Recipient”) (the “Agreement”)**

I, [Instruction: insert the name of a person named in the Agreement], the [Instruction: insert the title], of the Recipient certify and confirm that the Recipient is requesting the Contribution and that the Recipient has satisfied each condition of contribution listed below. I understand that all information below must be submitted and accepted in order for FCM to be able to proceed to funds transfer.

I am attaching to this request for contribution all documents specified in Part 1 of Schedule A:

- Project Final Report, with all content specified in the template (Part 2 of Schedule C); and
- Letter of Attestation.

In addition, I have also attached the following documents:

- The Expense Claim;
- Updated statement of funding sources and amounts (Part 2 of Schedule B);
- A void cheque, for the bank account where the Recipient would like FCM to disburse the Contribution.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Schedule C

### Letter of Attestation for Expense Claim

**[LETTERHEAD OF THE RECIPIENT]**

**[Address]**

**[Date]**

TO: The Federation of Canadian Municipalities

This letter of attestation (the “**Letter**”) is issued pursuant to the Agreement #15970 (project number) dated [redacted] (the “**Agreement**”) between the Federation of Canadian Municipalities (“**FCM**”) and the Corporation of the Town of Fort Frances (the “**Recipient**”), and in support of the expense claim submitted by the Recipient to FCM for reimbursement of expenses incurred and paid by the Recipient in relation to the Project (the “**Expense Claim**”).

All defined terms used in this Letter and not otherwise defined shall have the corresponding meaning in the Agreement.

I am an authorized officer of the Recipient and I hereby certify, in satisfaction of the terms and conditions of the Agreement, that:

- i. All expenses claimed in the Expense Claim have been incurred and paid by the Recipient;
- ii. All expenses claimed in the Expense Claim relate to the Project;
- iii. All expenses claimed in the Expense Claim relate to Eligible Activities in compliance with the eligible activity requirements described in Part 4 of Schedule C to the Agreement; and
- iv. All expenses claimed in the Expense Claim are Eligible Expenditures in compliance with the eligible expenditure requirements described in Part 4 of Schedule C to the Agreement.
- v. All expenses claimed have been incurred during the Period of Funding.

\_\_\_\_\_  
Name and title of authorized officer of Recipient

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Expense Claim

**[LETTERHEAD OF THE RECIPIENT]****[Address]****[Date]**

|                       |                                    |
|-----------------------|------------------------------------|
| <b>Project Number</b> | MAMP 15970                         |
| <b>Project Title</b>  | 2018 Asset Condition Investigation |

The following expenditures have been incurred from the period between XXXX and YYYY for the completion of the activities identified.

| <b>Activity Completed</b>                 | <b>Total Budgeted Expenditures (\$)<br/>(as per Part 2 of Schedule A per activity)</b> | <b>Total Actual Eligible Expenditures Net of Tax Rebates per activity (\$)</b> | <b>Total Actual Ineligible Expenditures Net of Tax Rebates per activity (\$)</b> | <b>Total Actual Expenditures Net of Tax Rebates per activity (\$)</b> |
|---|--|--|--|---|
| Zoom Camera Inspection                    |  |  |  |   |
| Facility Asset Capture and Identification |  |  |  |   |
| <b>Total Expenditure (\$)</b>             | <b>\$</b>  | <b>\$</b>  | <b>\$</b>  |   |

| <b>Expenditures Incurred by Expenditure Category<br/>(as per Part 4 of Schedule C)</b> | <b>Total Actual Eligible Expenditures Net of Tax Rebates (\$)</b> | <b>Total Actual Ineligible Expenditures Net of Tax Rebates (\$)</b> | <b>Total Actual Expenditures Net of Tax Rebates (\$)</b> |
|--|---|---|--|
| <b>Administrative and Overhead Expenditures</b>  |   |   |  |
| <b>Capital Expenditures</b>  |   |   |  |
| <b>Equipment Rental</b>  |   |   |  |
| <b>In-Kind</b>   | <b>N/A</b>  |   |  |
| <b>Training</b>  |   |   |  |
| <b>Professional and/or Technical Services</b>  |   |   |  |
| <b>Staff remuneration</b>  |   |   |  |
| <b>Supplies and Materials</b>  |   |   |  |
| <b>Travel and accommodation</b>  |   |   |  |
| <b>Total Expenditures Incurred (\$)</b>  | <b>\$</b>   | <b>\$</b>   | <b>\$</b>  |

**Schedule C****Part 2 Completion Report Templates****FINAL REPORT**

FCM's Municipal Asset Management Program (MAMP)

|   |  |
|---|--|
| <b>Project number</b>                         | (Pre-filled by MAMP)(Pre-filled by MAMP) |
| <b>Project title</b>                          | (Pre-filled by MAMP)                     |
| <b>Name of lead applicant (organization)</b>  | (Pre-filled by MAMP)                     |
| <b>Name of Authorized Officer (signatory)</b> |  |
| <b>Date</b>                                   |  |

*Note: If completing this form electronically, the boxes will expand to accommodate text.*

**1. Reporting on activities**

| Activity                | Completed?<br>Y/Partial/No | Deliverable          | Title of submitted deliverable document |
|-------------------------|----------------------------|----------------------|---|
| 1. (Pre-filled by MAMP) | Choose an item             | (Pre-filled by MAMP) |   |
| 2. (Pre-filled by MAMP) | Choose an item             | (Pre-filled by MAMP) |   |
| 3. (Pre-filled by MAMP) | Choose an item             | (Pre-filled by MAMP) |   |

For any activities marked No or Partial above, please explain the deviation from the scope of work.

## 2. Reporting on outcomes

Conduct a final self-assessment using the [Asset Management Readiness Scale](#). We recommend that you bring a cross-functional group of staff together to do this assessment. Referring to the Asset Management Readiness Scale, look at the outcome statements for each level. Identify which outcomes you have achieved. If you have completed all the outcomes for a particular level, you have completed that level. Based on your self-assessment, complete the table below.

| Competency                                   | Project readiness level at start of project<br><br>(as stated in application) | Project readiness level at end of project (level for which you have completed all outcomes) | Notes on progress made<br>For each outcome area in which you made progress during the project, provide one sentence to describe the actions taken.<br><br>(Note: these areas correspond with outcomes identified in the Asset Management Readiness Scale) |  |
|--|---|---|---|--|
| 1. Policy and governance                     | (Pre-filled by MAMP)  | Choose a level  | Policy and objectives<br>Strategy and frameworks  |  |
|  |   |   | Measurement and monitoring  |  |
| 2. People and leadership                     | (Pre-filled by MAMP)  | Choose a level  | Cross-functional groups<br>Accountability<br>Resourcing and commitment  |  |
|  |   |   |   |  |
| 3. Data and information                      | (Pre-filled by MAMP)  | Choose a level  | Asset data  |  |
|  |   |   | Performance data  |  |
| 4. Planning and decision-making              | (Pre-filled by MAMP)  | Choose a level  | Financial data<br>Documentation and standardization   |  |
|  |   |   | Asset investment plans  |  |
| 5. Contribution to asset management practice | (Pre-filled by MAMP)  | Choose a level  | Budgets<br>Training and development<br>Knowledge sharing — internal   |  |
|  |   |   | Knowledge sharing — external  |  |

**Were there additional factors or programs — other than FCM project funding — that contributed to your project outcomes?** If so, please provide a short description of any other important contributing factors.

### 3. Identifying other outcomes

In addition to the outcomes described in the table above, please describe any other changes that occurred because of your project. Examples might include a change in interest in asset management, cost savings, a change in departmental budget priorities, and so on.

For each additional change that you have observed, please answer the following questions:

- What change did you observe over the course of the project?
- What/who contributed to this change?
- How do you know this change has happened?
- Why is this change important?

| Other changes |
|---------------|
| 1.            |
| 2.            |
| 3.            |

### 4. Lessons learned

#### What worked well?

What would you recommend to other municipalities undertaking the same work?

Please provide 1–3 lessons.

| Lesson (one short statement) | Description (provide any additional detail here) |
|------------------------------|--|
| 1.                           |  |
| 2.                           |  |
| 3.                           |  |

#### What would you do differently?

If you were to do this project again, what would you change? Please provide 1–3 lessons.

| Lesson (one short statement) | Description (provide any additional detail here) |
|------------------------------|--|
| 1.                           |  |
| 2.                           |  |
| 3.                           |  |

*Note: These lessons will be compiled and shared, without attribution, with other municipalities and practitioners to advance asset management knowledge.*

## 5. Resources

Please list and describe any external human resources (i.e. organizations or personnel) that you worked with during the project.

| Name of organization or person | How did you identify this organization or person? | Brief description of their contribution |
|--------------------------------|---|---|
| 1.                             |   |   |
| 2.                             |   |   |
| 3.                             |   |   |

Please list and evaluate other key information sources, tools, templates, training materials, etc., that you used to assist your work during this project. *Note: This list may be used to inform other municipalities and organizations of available information and resources.*

| Title of tool/resource | How did you identify this tool/resource? | How useful was the tool/resource? | Description/comments |
|------------------------|--|-----------------------------------|----------------------|
| 1.                     |  | Choose an item                    |                      |
| 2.                     |  | Choose an item                    |                      |
| 3.                     |  | Choose an item                    |                      |
| 4.                     |  | Choose an item                    |                      |
| 5.                     |  | Choose an item                    |                      |

## 6. Reporting on budget

Please complete the final budget reporting template, found in Schedule C of your contract, including all eligible expenses, and submit it together with this final report. Please confirm whether either or both of the following statements are true:

- ☐ The actual expenditure for any activity in this project deviated by more than 15% from the budget presented in the application.
- ☐ Some of the expenditures included in the final budget report were used for activities marked as Partial or Not Completed in Question 1.

If you ticked either of the above statements, please explain why your actual expenditures varied from the original activity budget. FCM staff may contact you for further details.

## 7. Next steps

What are your next steps to improve your community's asset management practices?

| Next step | Do you need outside help to take this next step?<br>If so, what help do you need? |
|-----------|---|
| 1.        |   |
| 2.        |   |
| 3.        |   |

## 8. Interest in knowledge sharing

Peer learning is a priority for FCM's Municipal Asset Management Program (MAMP). Please indicate if you are interested in sharing your lessons through MAMP with peer municipalities and organizations.

☐ Yes, we are interested in sharing our results and experiences at peer learning events.

## 9. Individuals involved in reporting

Please list the titles of the individuals that contributed to, or were consulted in, the completion of this report.

## 10. Comments (for FCM internal use) *(optional)*

FCM will continue to adapt and improve the MAMP program throughout its life cycle. We welcome all feedback about the program, or your experience, that might help us make it more useful in the future.

## 11. Testimonials (for public use) *(optional)*

FCM and Infrastructure Canada would appreciate a testimonial as to the value that MAMP funding has provided.

How has the Municipal Asset Management Program supported your municipality or organization in making better-informed infrastructure decisions? Why is this important for your community?

☐ Yes, I give my permission to use the above statements publicly, with attribution to the municipality or organization.

### Signature

☐ By typing my name below and submitting this report, I am providing my signature and I certify that the above final report is complete and accurate in its entirety.

---

Signed by the Authorized Officer

## Schedule C

### Part 3 Accepted Practices

The Recipient shall incorporate the following language into the Final Plan or Final Study or Final Capital Project, as applicable, and the Final Completion Report, unless it has received written notice to the contrary from FCM:

“© 201X, **The Corporation of the Town of Fort Frances**. All Rights Reserved.  
The preparation of this document was carried out with assistance from the Government of Canada and the Federation of Canadian Municipalities. Notwithstanding this support, the views expressed are the personal views of the authors, and the Federation of Canadian Municipalities and the Government of Canada accept no responsibility for them.”

## Schedule C

### Part 4 Eligible Expenditures

**Eligible expenses must be incurred after Eligible Expenditure Date of 3 June 2019.**

| Expenditure Category                               | Eligible expenditures   | Ineligible expenditures   |
|--|---|---|
| <b>1) Pre-application</b>                          | N/A   | <ul style="list-style-type: none"> <li>Any expenditure incurred prior to FCM's eligible expenditure date.</li> <li>Expenditure of developing this proposal or application.</li> </ul>   |
| <b>2) Administrative and Overhead Expenditures</b> | <p>Administrative expenditures that are directly linked to and have been incurred for the project, such as:</p> <ul style="list-style-type: none"> <li>Communication expenditures (e.g. long-distance calls or faxes).</li> <li>Outsourced printing or photocopying.</li> <li>Acquisition of documents used exclusively for the project.</li> <li>Document translation.</li> <li>Transportation, shipping and courier expenditures for delivery of materials essential for the project.</li> <li>Design and production of communication products to promote project outcomes and benefits to the public.</li> </ul> | <p>General overhead expenditures incurred in the regular course of business, such as:</p> <ul style="list-style-type: none"> <li>Office space, real estate fees and supplies.</li> <li>Financing charges and interest payments.</li> <li>Promotional items.</li> <li>Permits or certifications.</li> <li>Advertising, website development, project education materials or expenditures to disseminate project communications products.</li> <li>Hospitality expenses (food and drink, alcohol, entertainment, etc.).</li> </ul> |

|  |   |  |
|--|---|--|
| <b>3) Capital Expenditures</b>                   | <p>Asset management-related software.</p> <p><i>Note: FCM's contribution to this expense may not exceed 50% of FCM's total contribution to the project.</i></p>   | Any other capital expenditures or amortization expenses.   |
| <b>4) Equipment Rental</b>                       | <ul style="list-style-type: none"> <li>Rental of tools and equipment.</li> <li>Related operating expenditures such as fuel and maintenance expenditures.</li> </ul>   | Rental of tools or equipment related to regular business activities.   |
| <b>5) In-Kind</b>                                | N/A   | Any goods and services received through donation.  |
| <b>6) Training</b>                               | <ul style="list-style-type: none"> <li>Expenditures associated with accessing reference materials such as standards, templates and toolkits.</li> <li>Expenditures associated with attending training sessions, (provided externally) or bringing training in-house.</li> </ul>   | <p>Any hospitality expenses such as:</p> <ul style="list-style-type: none"> <li>Food and drink</li> <li>Alcohol</li> <li>Door prizes</li> <li>Entertainment</li> <li>Music</li> <li>Decorations</li> <li>Flowers, centerpieces</li> <li>Etc.</li> </ul>  |
| <b>7) Professional and/or Technical Services</b> | Fees for professional or technical consultants and contractors, incurred in support of eligible activities.   | <ul style="list-style-type: none"> <li>Expenditures associated with regular business activities not related to the project.</li> <li>Legal fees.</li> </ul>  |
| <b>8) Staff Remuneration</b>                     | <p>Daily rates actually paid by the Eligible Recipient to its Employees in Canada for time actually worked on the implementation of the Project.</p> <p>The daily rate per employee shall include the following costs:</p> <ol style="list-style-type: none"> <li>direct salaries: actual and justifiable sums paid by the Eligible Recipient to Employees in accordance with the Eligible Recipient's pay scales as regular salary <u>excluding</u> overtime pay and bonuses.</li> <li>fringe benefit: in accordance with the Eligible Recipient's policies, as follows: <ol style="list-style-type: none"> <li>time-off benefits (prorated to the annual percentage (%) of time actually worked on the</li> </ol> </li> </ol> | <ul style="list-style-type: none"> <li>In-kind contribution of services.</li> <li>Participant salaries.</li> <li>Expenditures related to regular business activities.</li> <li>Overtime Pay</li> <li>Bonuses / performance pay.</li> <li>Fringe benefits such as; <ul style="list-style-type: none"> <li>sick days</li> <li>pension plan</li> <li>any other fringe benefits not listed as eligible</li> </ul> </li> <li>Costs related to ongoing or other business activities and not specifically required for the project.</li> <li>Staff wages while receiving training or attending learning events.</li> <li>Professional membership fees or dues.</li> </ul> |

|                                     |   |   |
|-------------------------------------|---|---|
|                                     | <p>implementation of the Project): allowable number of days to be paid by the Eligible Recipient for the following payable absences: statutory holidays, annual vacation, and paid benefits: actual sums paid by the Eligible Recipient for paid benefits (prorated to the annual percentage (%) of time actually worked on the implementation of the Project): the Eligible Recipient's contribution to employment insurance and workers' compensation plans (where applicable), health and medical insurance, group life insurance, or other mandatory government benefits;</p> <p><i>Note: Labour costs must be documented in a manner that meets audit standards for verification of eligibility of cost and level of effort.</i></p> |   |
| <b>9) Supplies and materials</b>    | Supplies and materials required to undertake the project.   | Expenditures related to regular business activities   |
| <b>10) Taxes</b>                    | The portion of Provincial/Harmonized Sales Tax and Goods and Services Tax for which your organization is not eligible for rebate.   | The portion of Provincial /Harmonized Sales Tax and Goods and Services Tax for which your organization is eligible for rebate, and any other expenditures eligible for rebates. |
| <b>11) Travel and Accommodation</b> | <p><u>For individuals on travel status</u> (individuals travelling more than 16 km from their assigned workplace - using the most direct, safe and practical road.);</p> <ul style="list-style-type: none"> <li>Travel and associated expenses for implementing partners, guest speakers and consultants to the extent that the travel and accommodation rates comply with the Treasury Board of Canada guidelines, and to the extent that such travel is necessary to conduct the initiative.</li> </ul> <p><a href="http://www.canada.ca/en/treasury-board-secretariat/services/travel-">www.canada.ca/en/treasury-board-secretariat/services/travel-</a></p>   |   |

|  |  |  |
|--|--|--|
|  | <p><a href="#">relocation/travel-government-business.html</a></p> <ul style="list-style-type: none"><li>• <i>Where justified, participant travel costs may be claimed with prior written consent from FCM. Under no circumstances will participant honorariums be covered.</i></li></ul> |  |
|--|--|--|

**Note: Invoices, receipts and timesheets (where applicable), must be sufficiently detailed to enable verification of expenditure eligibility and level of effort.**

**Schedule D****Contact Information****Notices and Requests**

Any notice, demand, request or other communication to be given or made under this Agreement to FCM or to the Recipient, other than a notice of default, shall be in writing and may be made or given by personal delivery, by ordinary mail, by facsimile or by electronic mail. A notice of default shall be in writing and delivered by registered mail. Notices shall be addressed as follows:

**FCM**

Federation of Canadian Municipalities  
24 Clarence Street  
Ottawa, Ontario  
K1N 5P3

Attention: Aymone Agossou, Project Officer  
Email: aagossou@fcm.ca

**Recipient**

The Corporation of the Town of Fort Frances  
320 Portage Avenue  
Fort Frances, Ontario  
P9A 3P9

Attention: Travis Rob, Manager of Operations and Facilities  
Email: trob@fortfrances.ca

May 22, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Letter dated April 29, 2019 from Audrey Livingstone – RE: Sidewalk Damage**

---

In the summer of 2017 during the construction of Ms. Livingstone's house on Williams Avenue the sidewalk fronting her property was severely damaged, pictures attached. In the fall of 2018 the Town assessed the sidewalks and issued letters to two property owners outlining the extent of the sidewalk replacement that would be required to address the damage and that it would be at the property owners' expense.

In the case of Ms. Livingstone the damage was a total of 14.91m of sidewalk estimated at \$1878.66, see attached letter. Upon review this spring it became more apparent that one of the cracks is likely from service settlement and would be discounted from the total amount. The sidewalks installed on Williams Avenue in 2013 were installed in the same manner as all other concrete sidewalks in the Town of Fort Frances and many other municipalities. In addition, it was not only new sidewalk that was damaged, but old sidewalk. Given that 4 dwellings were constructed along that block with only 2 causing damage to the sidewalk, shows that proper care was not given to working around Town infrastructure. In the past a policy was put in place for Contractors working in the Town Right of Way as a result of careless contractors needlessly damaging infrastructure. Regardless of what the infrastructure is that is damaged, when or how it is always the property owner's responsibility to pay for the repair/replacement of that infrastructure.

The Town will endeavour to replace the effected sidewalk in the most cost-effective manner possible and invoice the property owners at the completion of the works.

It is the recommendation of the Operations and Facilities Executive Committee that the letter dated April 29, 2019 from Audrey Livingstone regarding sidewalk damage be received and the damaged sidewalk be replaced at the property owners' expense as standard practice and further that the Contractor's/Property Owner's Procedure for Working Within the Town's Right-of-Way policy be amended by the end of 2019 to make it less onerous to administer.

Respectfully Submitted



Travis Rob, P.Eng  
Manager of Operations and Facilities

**Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that the letter dated April 29, 2019 from Audrey Livingstone regarding sidewalk damage be received and the damaged sidewalk be replaced at the property owners' expense as standard practice and further that the Contractor's/Property Owner's Procedure for Working Within the Town's Right-of-Way policy be amended by the end of 2019 to make it less onerous to administer.**

April 29, 2019.

Audrey Livingstone  
838 Williams Avenue  
Fort Frances, ON P9A 0A5

Town of Fort Frances.

Attention:

June Caul, Mayor

✓ Travis Rob, Manager of Operations and Facilities  
Milt Strachan, Transportation Superintendent.

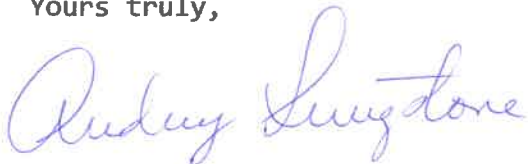
Subsequent to your letter dated September 6, 2018, I met with Travis Rob to review my concerns regarding the sidewalk damage. He agreed that one slab was unrelated to construction damage and that the 14.91 meters would be reduced appropriately.

I expressed my concern that the Township sold me the property as a building site. I purchased the property in good faith that the construction vehicles would be able to access the property. I have reviewed the Government of Canada Construction Technology Updates for Best Practices for Concrete Sidewalk Construction, June, 2002. The guidelines identify that the use of steel reinforcement in sidewalks that traverse driveways is recommended. The Town had replaced sidewalks after tearing down the school with full knowledge they would be selling building lots. I feel that the Town did not practice due diligence and transparency by not informing me that the sidewalks you installed were not adequately reinforced for construction vehicles. It is noted on the building permit that I am responsible for the cost of the private crossing. I also acknowledge on my contract of purchase that the responsibility for infrastructure damage is noted, but the construction contractor does not see that document.

I think your practice of using minimal standard for not vehicular sidewalks should be taken into consideration when calculating my share of the cost of the replacement sidewalk.

Please note I will be installing interlocking brick for the apron after the sidewalks are replaced.

Yours truly,



Audrey Livingstone

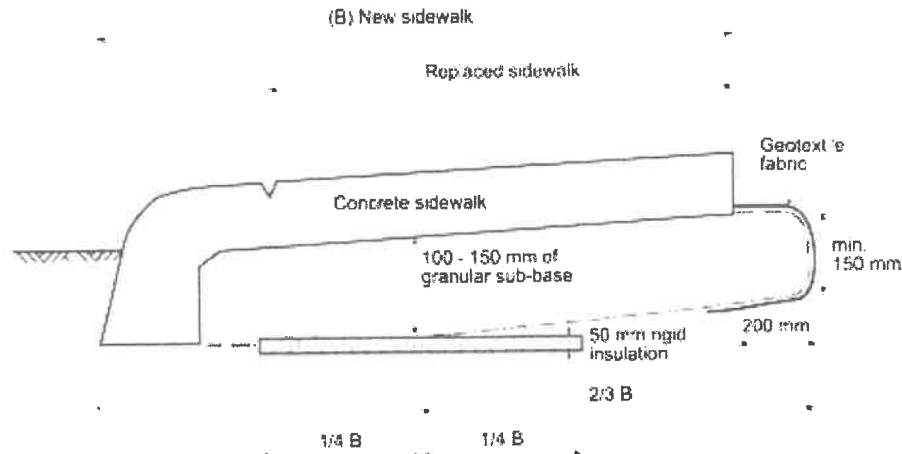


Figure 3. Typical cross-section of sidewalk with rigid insulation-enhanced sub-base.

Most concrete sidewalks in Canada are constructed without using steel reinforcement. In fact, deformation, the main cause of concrete failure, cannot be effectively eliminated through reinforcement.<sup>2</sup> For this reason, best practices do not call for reinforcement.

However, sidewalks that traverse driveway entrances will experience normal vehicle loads and occasional truck loads. It is preferable to use steel reinforcement mesh for these locations. Far greater benefits can be realized through stricter attention to the subgrade preparation.

The general practices of good concrete construction that apply to floor slabs<sup>3</sup> also apply to sidewalks and can be summarized as follows:

1. Formwork: Forms should be straight, free from warping, and strong enough to resist the lateral pressure of the concrete. A form release agent should be applied to ease stripping. (Formwork is not required for sidewalks constructed using the extrusion process.)
2. Concrete placement: Concrete should be placed continuously as close as possible to its final position and be consolidated.
3. Finishing: After the concrete is levelled, the desired surface finish is applied and should be protected from damage during the curing period.
4. Curing: Curing has a significant influence on the wear resistance of the surface. The type of curing required is determined by weather conditions as follows:

## Joints







February 15, 2019

Report To: Mayor & Council

From: Travis Rob, P.Eng., Manager of Operations & Facilities

**SUBJECT: January 2019 Drinking Water Systems Monthly Summary Report**

Please find attached the January 2019 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the January 2019 report as presented.

Respectfully submitted,  
Operations & Facilities Division

Travis Rob, P.Eng.  
Manager of Operations & Facilities

|  |
|--|
| <b>Council approval of this report will</b> accept the January 2019 report prior to it being made available to the general public. |
|--|

c.c. – Craig Miller, P.Eng., Environmental Superintendent  
Randy White, ORO, Senior WTP Operator

**January 2019**

**Monthly Summary Report  
Water Systems**

**Prepared by: Randy White, ORO  
Senior Water Treatment Plant Operator**

**Dated: February 14, 2019**

### 1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of January 2019 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works No. 849N7DGE0 (Precedes Airport Groundwater Well Water Works No. 26002736). This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act. The water treatment plant falls under the requirements of Ontario Regulation 170/03 – Drinking Water Systems.

The Airport Small Drinking Water System, System No. 849N7DGE0, was put into service August 01, 2017. The system falls under the requirements of Ontario Regulation 319/08 – Small Drinking Water Systems.

### 2) **Flow Data:**

Water Treatment Plant: See attached spreadsheet.

Airport Groundwater Well :

|                          |         |
|--------------------------|---------|
| Estimated Daily Usage    | 0.21 m3 |
| Estimated December Usage | 6.5 m3  |

### 3) **Microbiological (Health Related) Water Analysis - Main Water System No. 220000978:**

Water Treatment Plant (treated): 4 samples taken no adverse results

Water Treatment Plant (raw): 4 samples taken no adverse results

Water Distribution System: 16 samples taken where 25% of samples were tested for heterotrophic plate count (HPC) - no adverse results.

We take microbiological samples on a weekly basis, which includes 1 raw sample, 1 treated sample and 4 distribution samples. The 4 distribution samples are taken at different locations throughout the distribution system.

Water distribution samples taken at the following locations:

|                       |                       |                     |              |
|-----------------------|-----------------------|---------------------|--------------|
| 1. 1111 First St. E.  | 2. 1104 Church St     | 3. 901 Wright Ave.  | 4. W. Tower  |
| 5. 740 Scott St.      | 6. 1036 Victoria Ave. | 7. 901 Wright Ave.  | 8. W. Tower  |
| 9. 740 Scott St.      | 10. 320 Portage Ave.  | 11. 901 Wright Ave. | 12. W. Tower |
| 13. 1111 First St. E. | 14. 1104 Church St.   | 15. 740 Scott St.   | 16. W. Tower |

**4) Microbiological (Health Related) Water Analysis - Airport Groundwater Well No. 849N7DGE0:**

New drinking water system put online August 01, 2017. No treatment required as the Airport groundwater tested negative for bacteria.

The Airport drinking water system is to be sampled and tested for bacteria once every three (3) months in accordance with Section 25 – Microbiological Sampling and Testing of the Small Drinking Water Systems Regulation, O. Reg. 319/08.

Water distribution sample taken January 14, 2019 – no adverse results.

**5) Free Available Chlorine Residual (FAC) - Main Water System No. 220000978:**

FAC residuals are taken at a minimum daily at both the Water Treatment Plant and within the Water Distribution System.

**6) Free Available Chlorine Residual (FAC) - Airport Groundwater Well System No. 849N7DGE0:**

New drinking water system put on line August 01, 2017. No treatment required as the Airport groundwater well tested negative for bacteria.

**7) Maintenance Activities at the WTP:**

Jan 3<sup>rd</sup>     cleaned all 4 check valves on the poly unit  
               Cleaned top and bottom tanks on the poly unit

Jan 8<sup>th</sup>     greased both clarifiers, chains, bearings and gears

Jan 9<sup>th</sup>     cleaned and mopped plant

Jan 10<sup>th</sup>    calibrated the distributor chlorine analyzer

Jan 11<sup>th</sup>    cleaned and organized the plant

Jan 16<sup>th</sup>    changed the oil in high lift pumps 2 and 3  
               Changed oil in low opuok lift pump 3

Jan 18<sup>th</sup>    fusion welding have welding leak in pipe

Jan 21<sup>st</sup>    calibrated distribution chlorine analyzer

Jan 31<sup>st</sup>    ran the standby generator  
               Cleaned the check valves on the poly unit  
               Cleaned top and bottom tanks on the poly unit

**8) Water Complaints:**

- Poor Pressure – 0 complaints.
- Water quality – 0 complaints.

**9) Other Miscellaneous Information:**

|                      |  |
|----------------------|--|
| Jan 2 <sup>nd</sup>  | routine micro samples not received at ALS Labs in allotted time frame – M.O.E. was notified          |
| Jan 7 <sup>th</sup>  | routine micro sample collection  |
| Jan 9 <sup>th</sup>  | water main break – 1301 Calder Drive (Point Park Playground)   |
| Jan 9 <sup>th</sup>  | took grab samples off the filters  |
| Jan 14 <sup>th</sup> | took micro sample at the Airport   |
| Jan 21 <sup>st</sup> | routine micro sample collection  |
| Jan 24 <sup>th</sup> | water main break – 384 Holmes – repaired   |
| Jan 28 <sup>th</sup> | routine micro sample collection<br>water main repair samples – Thompson Street – 1 <sup>st</sup> set |
| Jan 29 <sup>th</sup> | water main repair samples – Thompson Street – 2 <sup>nd</sup> set                                    |

10) In order to acknowledge that all levels of responsibility within the Corporation of the Town of Fort Frances have received and reviewed this monthly report, it is necessary to sign-off in the appropriate location below:

- Randy White, ORO, Senior WTP Operator: \_\_\_\_\_
- Craig Miller, P.Eng. Environmental Superintendent: \_\_\_\_\_
- Travis Rob, P.Eng. Manager of Operations & Facilities: \_\_\_\_\_
- Doug Brown, P.Eng CAO: \_\_\_\_\_
- Rick Wiedenhoeft, Chair O & F Exec Committee: \_\_\_\_\_
- June Caul, Mayor: \_\_\_\_\_
- John McTaggart, Councillor: \_\_\_\_\_
- Mike Behan, Councillor: \_\_\_\_\_
- Wendy Brunetta, Councillor: \_\_\_\_\_
- Doug Judson, Councillor: \_\_\_\_\_
- Andrew Hallikas, Councillor: \_\_\_\_\_

Note: Once all signatures have been obtained, the report will be distributed and made available to the public. If you have any questions, please feel free to contact myself or Randy White, Senior WTP Operator at 274-2325.

| Flow Data January                            | Units          | 2017   | 2018   | 2019   |
|--|----------------|--------|--------|--------|
|  |                |        |        |        |
|  |                |        |        |        |
|  |                |        |        |        |
| Total Raw Water                              | m <sup>3</sup> | 168830 | 161760 | 160760 |
| Raw Maximum Day                              | m <sup>3</sup> | 5640   | 5460   | 6200   |
| Raw Minimum Day                              | m <sup>3</sup> | 5140   | 4930   | 4890   |
| Raw Average Daily Consumption                | m <sup>3</sup> | 5450   | 5220   | 5190   |
|  |                |        |        |        |
| Total Treated Water                          | m <sup>3</sup> | 114550 | 119180 | 115440 |
| Treated Water Maximim Day Consumption        | m <sup>3</sup> | 4130   | 4110   | 4850   |
| Treated Water Minimim Day Consumption        | m <sup>3</sup> | 3460   | 3590   | 2810   |
| Treated Water Average Day Consumption        | m <sup>3</sup> | 3700   | 3850   | 3710   |
| Daily Average Per Household Consumption Rate | m <sup>3</sup> | 0.978  | 1.018  | 0.981  |
| * Daily Average Per Person Consumption Rate  | m <sup>3</sup> | 0.463  | 0.482  | 0.465  |
|  |                |        |        |        |
|  |                |        |        |        |
| Monthly Averages - Operating Parameters WTP: |                |        |        |        |
| FAC Residual - Treated Water                 | mg/L           | 2.25   | 2.22   | 2.24   |
| Total Chlorine Residual - Treated Water      | mg/L           | 2.46   | 2.41   | 2.46   |
| Aluminum Sulphate - Raw Water                | mg/L           | 35.0   | 35.0   | 35.0   |
| Aluminum Sulphate - Treated Water Residual   | mg/L           | 0.04   | 0.04   | 0.03   |
| Fluoride - Treated Water                     | mg/L           | 0.54   | 0.55   | 0.62   |
| Soda Ash - Raw Water                         | mg/L           | 35.0   | 35.0   | 35.0   |
| pH - Adjusted                                | mg/L           | 7.24   | 7.18   | 7.19   |
| Temperature                                  | C              | 2.5    | 2.0    | 2.0    |
|  |                |        |        |        |
| Quantity of Chemical Used:                   | kg             |        |        |        |
| Aluminum Sulphate                            | kg             | 5909.1 | 5661.6 | 5626.6 |
| Polyelectrolyte                              | kg             | 75.0   | 62.5   | 75     |
| Chlorine Gas                                 | kg             | 647    | 623    | 621    |
| Soda Ash - Used for PH Adjustment            | kg             | 5909.1 | 5661.6 | 5626.6 |
| Fluoride                                     | kg             | 553    | 604    | 581    |

- \* The Canadian Average is 450 Litres (0.45 m<sup>3</sup>) per day.
- \* Population is 7986
- \* Number of Households is 3783

| Operating Data                            | Units    | *MAC       | 1     | 2     | 3     | 4     | 5     | 6     | 7     | 8     | 9     | 10    | 11    | 12    | 13    | 14    | 15    | 16    | 17    | 18    | 19    | 20    | 21    | 22    | 23    | 24    | 25    | 26    | 27    | 28    | 29    | 30    | 31     | Total   | Average |
|---|----------|------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|---------|---------|
|   |          | or Range   |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Flow rates                                |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Raw Water                                 | 10^3 M^3 | 17         | 5.26  | 4.89  | 5.15  | 5.28  | 5.09  | 5.15  | 5.13  | 5.18  | 5.05  | 5.13  | 5.04  | 5.10  | 5.18  | 5.24  | 5.19  | 5.17  | 5.25  | 5.15  | 5.17  | 6.20  | 5.14  | 5.16  | 5.22  | 5.19  | 5.19  | 5.11  | 5.22  | 5.14  | 5.10  | 5.16  | 5.13   | 160.76  | 5.19    |
| Peak Instantaneous - Raw Water            | L/s      | n/a        | 60.33 | 60.14 | 60.14 | 60.13 | 60.10 | 60.17 | 60.31 | 60.28 | 60.17 | 60.17 | 60.13 | 60.21 | 60.29 | 60.19 | 60.16 | 60.15 | 60.15 | 60.19 | 60.24 | 72.96 | 72.70 | 60.52 | 60.58 | 60.56 | 60.59 | 60.61 | 60.57 | 60.61 | 60.54 | 60.54 | 60.65  | 1895.08 | 61.13   |
| Treated Water                             | 10^3 M^3 | 17         | 3.60  | 3.32  | 3.42  | 3.87  | 3.32  | 3.82  | 3.96  | 3.36  | 3.77  | 3.36  | 3.72  | 3.24  | 3.82  | 3.70  | 3.71  | 3.38  | 3.92  | 3.35  | 2.81  | 4.85  | 3.70  | 3.73  | 3.90  | 3.88  | 4.24  | 3.85  | 3.96  | 3.86  | 3.79  | 4.17  | 4.06   | 115.44  | 3.71    |
| Peak Instantaneous - Treated Water        | L/s      | n/a        | 62.79 | 63.48 | 63.38 | 63.44 | 62.78 | 63.46 | 63.63 | 63.01 | 66.05 | 63.21 | 63.71 | 63.51 | 63.22 | 63.28 | 64.12 | 62.86 | 64.45 | 63.79 | 79.71 | 81.34 | 76.35 | 64.21 | 64.52 | 65.42 | 65.01 | 63.37 | 63.71 | 63.04 | 64.87 | 60.09 | 64.59  | 2020.40 | 65.17   |
| BackWash Water                            | 10^3 M^3 | n/a        | 0.286 | 0.000 | 0.266 | 0.241 | 0.286 | 0.000 | 0.268 | 0.185 | 0.286 | 0.267 | 0.250 | 0.236 | 0.286 | 0.267 | 0.240 | 0.287 | 0.267 | 0.119 | 0.286 | 0.000 | 0.268 | 0.195 | 0.287 | 0.268 | 0.238 | 0.286 | 0.000 | 0.266 | 0.000 | 0.244 | 0.285  | 6.660   | 0.215   |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Fluoride Information                      |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Fluoride Residual - Treated Water         | mg/l     | 0.5 to 0.8 | 0.60  | 0.60  | 0.61  | 0.62  | 0.62  | 0.62  | 0.61  | 0.62  | 0.62  | 0.63  | 0.68  | 0.70  | 0.70  | 0.70  | 0.70  | 0.69  | 0.68  | 0.67  | 0.61  | 0.61  | 0.58  | 0.59  | 0.59  | 0.58  | 0.58  | 0.58  | 0.58  | 0.58  | 0.59  | 0.60  | 19.32  | 0.62    |         |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Turbidity Information                     |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Raw Water                                 | NTU      | n/a        | 1.17  | 1.09  | 1.11  | 1.21  | 1.30  | 1.27  | 1.34  | 1.23  | 1.19  | 1.12  | 1.18  | 1.16  | 1.22  | 1.29  | 1.19  | 1.24  | 1.27  | 1.20  | 1.18  | 1.22  | 1.19  | 1.24  | 1.25  | 1.30  | 1.22  | 1.27  | 1.24  | 1.27  | 1.22  | 1.19  | 1.24   | 37.81   | 1.22    |
| Settled Water                             | NTU      | n/a        | 0.07  | 0.07  | 0.07  | 0.06  | 0.07  | 0.06  | 0.07  | 0.06  | 0.10  | 0.11  | 0.10  | 0.11  | 0.09  | 0.09  | 0.08  | 0.08  | 0.08  | 0.09  | 0.11  | 0.11  | 0.12  | 0.11  | 0.10  | 0.11  | 0.10  | 0.10  | 0.10  | 0.11  | 0.11  | 0.10  | 0.10   | 2.84    | 0.09    |
| Treated Water                             | NTU      | 1          | 0.05  | 0.05  | 0.04  | 0.04  | 0.05  | 0.05  | 0.05  | 0.04  | 0.05  | 0.05  | 0.04  | 0.04  | 0.03  | 0.05  | 0.04  | 0.04  | 0.05  | 0.06  | 0.07  | 0.09  | 0.07  | 0.06  | 0.06  | 0.05  | 0.05  | 0.05  | 0.04  | 0.04  | 0.05  | 0.04  | 0.05   | 1.54    | 0.05    |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Other Operating Parameters                |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| pH - Treated Water                        | no units | 6.5 to 8.5 | 7.21  | 7.22  | 7.23  | 7.21  | 7.23  | 7.27  | 7.26  | 7.23  | 7.16  | 7.18  | 7.22  | 7.19  | 7.14  | 7.31  | 7.51  | 7.40  | 7.17  | 7.19  | 7.25  | 7.17  | 7.17  | 7.15  | 7.20  | 7.11  | 7.11  | 7.12  | 7.11  | 7.09  | 7.06  | 7.08  | 7.05   | 223.00  | 7.19    |
| pH - Settled water                        | no units | n/a        | 6.30  | 6.21  | 6.25  | 6.32  | 6.31  | 6.34  | 6.35  | 6.31  | 6.18  | 6.2   | 6.26  | 6.21  | 5.96  | 6.2   | 6.33  | 6.24  | 6.33  | 6.35  | 6.31  | 6.25  | 6.38  | 6.29  | 6.31  | 6.28  | 6.25  | 6.27  | 6.24  | 6.19  | 6.4   | 6.36  | 6.3    | 194.48  | 6.27    |
| pH - Raw Water                            | no units | n/a        | 7.17  | 7.19  | 7.21  | 7.14  | 7.24  | 7.18  | 7.23  | 7.24  | 7.17  | 7.19  | 7.18  | 6.93  | 6.91  | 7.25  | 7.45  | 7.43  | 7.26  | 7.26  | 7.09  | 7.00  | 7.26  | 7.20  | 7.20  | 7.15  | 7.10  | 7.17  | 7.12  | 7.12  | 7.12  | 7.15  | 7.14   | 222.45  | 7.18    |
| FAC - Treated Water                       | mg/l     | 0.2 to 4   | 2.24  | 2.26  | 2.20  | 2.11  | 2.28  | 2.38  | 2.38  | 2.36  | 2.42  | 2.38  | 2.41  | 2.27  | 2.14  | 2.18  | 2.20  | 2.16  | 2.20  | 2.17  | 2.10  | 2.20  | 2.05  | 2.26  | 2.20  | 2.22  | 2.19  | 2.15  | 2.22  | 2.12  | 2.26  | 2.34  | 2.30   | 69.35   | 2.24    |
| Total Chlorine Residual Treated           | mg/l     | 0.3 to 7   | 2.54  | 2.60  | 2.48  | 2.50  | 2.54  | 2.54  | 2.52  | 2.44  | 2.66  | 2.58  | 2.56  | 2.64  | 2.54  | 2.38  | 2.46  | 2.30  | 2.36  | 2.34  | 2.24  | 2.42  | 2.38  | 2.44  | 2.38  | 2.42  | 2.34  | 2.46  | 2.40  | 2.46  | 2.38  | 2.42  | 2.46   | 76.18   | 2.46    |
| Temperature                               | C        | 15         | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2     | 2      | 62.0    | 2.0     |
| Fluoride used (Total Daily Consumption)   | kg       | n/a        | 18.0  | 18.00 | 18.0  | 18.0  | 17.0  | 18.0  | 18.0  | 18.0  | 18.0  | 21.0  | 20.0  | 20.0  | 21.0  | 20.0  | 20.0  | 20.0  | 20.0  | 19.0  | 19.0  | 20.0  | 18.0  | 19.0  | 18.0  | 18.0  | 17.0  | 18.0  | 17.0  | 17.0  | 20.0  | 20.0  | 581.00 | 18.7    |         |
| Chlorine used (Total Daily Consumption)   | kg       | n/a        | 22.0  | 20.0  | 21.0  | 18.0  | 20.0  | 21.0  | 22.0  | 21.0  | 2.0   | 22.0  | 20.0  | 20.0  | 21.0  | 20.0  | 21.0  | 20.0  | 20.0  | 20.0  | 20.0  | 26.0  | 21.0  | 21.0  | 20.0  | 20.0  | 21.0  | 20.0  | 19.0  | 21.0  | 20.0  | 20.0  | 21.0   | 621.00  | 20.0    |
| Soda ash (Total Daily Consumption)        | kg       | n/a        | 184.1 | 171.2 | 180.3 | 184.8 | 178.2 | 180.3 | 179.6 | 181.3 | 176.8 | 179.6 | 176.4 | 178.5 | 181.3 | 183.4 | 181.7 | 181.0 | 183.8 | 180.3 | 181.0 | 217.0 | 179.9 | 180.6 | 182.7 | 181.7 | 181.7 | 178.9 | 182.7 | 179.9 | 178.5 | 180.6 | 179.6  | 5626.60 | 181.5   |
| Soda Ash - Dosage                         | mg/l     | n/a        | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35     | 1085.00 | 35.0    |
| Alum residual - (Total Daily Consumption) | kg       | n/a        | 184.1 | 171.2 | 180.3 | 184.8 | 178.2 | 180.3 | 179.6 | 181.3 | 176.8 | 179.6 | 176.4 | 178.5 | 181.3 | 183.4 | 181.7 | 181.0 | 183.8 | 180.3 | 181.0 | 217.0 | 179.9 | 180.6 | 182.7 | 181.7 | 181.7 | 178.9 | 182.7 | 179.9 | 178.5 | 180.6 | 179.6  | 5626.60 | 181.5   |
| Alum residual - Dosage                    | mg/l     | n/a        | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35    | 35     | 1085.00 | 35.0    |
| Alum residual - Treated Water             | mg/l     | 0.1        | 0.02  | 0.02  | 0.05  | 0.03  | 0.01  | 0.03  | 0.03  | 0.03  | 0.01  | 0.03  | 0.02  | 0.03  | 0.01  | 0.04  | 0.04  | 0.03  | 0.01  | 0.04  | 0.01  | 0.01  | 0.02  | 0.04  | 0.03  | 0.04  | 0.04  | 0.05  | 0.04  | 0.02  | 0.02  | 0.04  | 0.04   | 0.88    | 0.03    |
| Poly bags added (25 kg bags )             | kg       |            |       |       | 0.5   |       |       |       |       | 0.5   |       |       | 0.5   |       |       |       |       | 0.5   |       |       |       |       |       | 0.5   |       |       |       |       |       | 0.5   |       |       | 75.0   |         |         |

March 15, 2019

Report To: Mayor & Council

From: Travis Rob, P.Eng., Manager of Operations & Facilities

**SUBJECT: February 2019 Drinking Water Systems Monthly Summary Report**

Please find attached the February 2019 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the February 2019 report as presented.

Respectfully submitted,  
Operations & Facilities Division

Travis Rob, P.Eng.  
Manager of Operations & Facilities

|  |
|--|
| <p><b>Council approval of this report will</b> accept the February 2019 report prior to it being made available to the general public.</p> |
|--|

c.c. – Craig Miller, P.Eng., Environmental Superintendent  
Randy White, ORO, Senior WTP Operator

**February 2019**

**Monthly Summary Report  
Water Systems**

**Prepared by: Randy White, ORO  
Senior Water Treatment Plant Operator**

**Dated: March 14, 2019**

### 1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of February 2019 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works No. 849N7DGE0 (Precedes Airport Groundwater Well Water Works No. 26002736). This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act. The water treatment plant falls under the requirements of Ontario Regulation 170/03 – Drinking Water Systems.

The Airport Small Drinking Water System, System No. 849N7DGE0, was put into service August 01, 2017. The system falls under the requirements of Ontario Regulation 319/08 – Small Drinking Water Systems.

### 2) **Flow Data:**

Water Treatment Plant: See attached spreadsheet.

Airport Groundwater Well:

Estimated Daily Usage 0.21 m3

Estimated January Usage 6.5 m3

### 3) **Microbiological (Health Related) Water Analysis - Main Water System No. 220000978:**

Water Treatment Plant (treated): 4 samples taken no adverse results

Water Treatment Plant (raw): 4 samples taken no adverse results

Water Distribution System: 16 samples taken where 25% of samples were tested for heterotrophic plate count (HPC) – one (1) adverse result (February 27<sup>th</sup>). Direction from MECP was to perform 2 sets of resamples at the adverse result location.

Subsequent resamples had no adverse results.

We take microbiological samples on a weekly basis, which includes 1 raw sample, 1 treated sample and 4 distribution samples. The 4 distribution samples are taken at different locations throughout the distribution system.

Water distribution samples taken at the following locations:

- |                       |                       |                     |              |
|-----------------------|-----------------------|---------------------|--------------|
| 1. 1111 First St. E.  | 2. 1104 Church St     | 3. 901 Wright Ave.  | 4. W. Tower  |
| 5. 740 Scott St.      | 6. 1036 Victoria Ave. | 7. 901 Wright Ave.  | 8. W. Tower  |
| 9. 740 Scott St.      | 10. 320 Portage Ave.  | 11. 901 Wright Ave. | 12. W. Tower |
| 13. 1111 First St. E. | 14. 1104 Church St.   | 15. 740 Scott St.   | 16. W. Tower |

**4) Microbiological (Health Related) Water Analysis - Airport Groundwater Well No. 849N7DGE0:**

New drinking water system put online August 01, 2017. No treatment required as the Airport groundwater tested negative for bacteria.

The Airport drinking water system is to be sampled and tested for bacteria once every three (3) months in accordance with Section 25 – Microbiological Sampling and Testing of the Small Drinking Water Systems Regulation, O. Reg. 319/08.

Water distribution sample taken October 11, 2018 – no adverse results.

**5) Free Available Chlorine Residual (FAC) - Main Water System No. 220000978:**

FAC residuals are taken at a minimum daily at both the Water Treatment Plant and within the Water Distribution System.

**6) Free Available Chlorine Residual (FAC) - Airport Groundwater Well System No. 849N7DGE0:**

New drinking water system put online August 01, 2017. No treatment required as the Airport groundwater well tested negative for bacteria.

**7) Maintenance Activities at the WTP:**

- Feb 5<sup>th</sup>    Changed oil in both Compressors  
              Cleaned lower level of the plant
- Feb 7<sup>th</sup>    Cleaned all 4 check valves on the poly unit  
              Cleaned top and bottom tanks on the poly unit
- Feb 8<sup>th</sup>    Greased Clarifiers chains, bearings and gears
- Feb 12<sup>th</sup>   Cleaned upper level of plant
- Feb 16<sup>th</sup>   Calibrated Dist Cl2 analyzer
- Feb 21<sup>st</sup>   Calibrated Dist Cl2 analyzer  
              Took grab samples off the filters
- Feb 27<sup>th</sup>   Ran standby generator for 1 hour
- Feb 28<sup>th</sup>   Cleaned top and bottom of tanks on the poly unit  
              Cleaned all 4 check valves on the poly unit  
              Worked on Filter No. 2 Effluent valve

**8) Water Complaints:**

- Poor Pressure – 0 complaints.
- Water quality – 0 complaints.

**9) Other Miscellaneous Information:**

|                      |  |
|----------------------|--|
| Feb 5 <sup>th</sup>  | Health and Safety Inspection   |
| Feb 6 <sup>th</sup>  | Routine micro sample collection<br>Received a bulk load of alum        |
| Feb 11 <sup>th</sup> | Routine micro sample collection<br>Annual MOE inspection               |
| Feb 12 <sup>th</sup> | Annual MOE inspection<br>Service repair samples - Metis Hall           |
| Feb 19 <sup>th</sup> | Routine micro sample collection  |
| Feb 20 <sup>th</sup> | Service repair samples - 907 Victoria Ave<br>Training course WTP staff |
| Feb 21 <sup>st</sup> | Training course WTP staff  |
| Feb 22 <sup>nd</sup> | Training course WTP staff  |
| Feb 25 <sup>th</sup> | Routine micro sample collection  |
| Feb 27 <sup>th</sup> | Adverse result received for sample taken at From The Grind Up          |
| Feb 27 <sup>th</sup> | Resampled on an adverse sample taken at From The Grind Up              |

10) In order to acknowledge that all levels of responsibility within the Corporation of the Town of Fort Frances have received and reviewed this monthly report, it is necessary to sign-off in the appropriate location below:

- Randy White, ORO, Senior WTP Operator: \_\_\_\_\_
- Craig Miller, P.Eng. Environmental Superintendent: \_\_\_\_\_
- Travis Rob, P.Eng. Manager of Operations & Facilities: \_\_\_\_\_
- Doug Brown, P.Eng. CAO: \_\_\_\_\_
- Rick Wiedenhoeft, Chair O & F Exec Committee: \_\_\_\_\_
- June Caul, Mayor: \_\_\_\_\_
- John McTaggart, Councillor: \_\_\_\_\_
- Mike Behan, Councillor: \_\_\_\_\_
- Wendy Brunetta, Councillor: \_\_\_\_\_
- Doug Judson, Councillor: \_\_\_\_\_
- Andrew Hallikas, Councillor: \_\_\_\_\_

Note: Once all signatures have been obtained, the report will be distributed and made available to the public. If you have any questions, please feel free to contact myself or Randy White, Senior WTP Operator at 274-2325.

| Flow Data FEBRUARY                           | Units          | 2017 |        | 2018 |        | 2019 |        |
|--|----------------|------|--------|------|--------|------|--------|
|  |                |      |        |      |        |      |        |
|  |                |      |        |      |        |      |        |
|  |                |      |        |      |        |      |        |
| Total Raw Water                              | m <sup>3</sup> |      | 150010 |      | 146620 |      | 144630 |
| Raw Maximum Day                              | m <sup>3</sup> |      | 5640   |      | 5460   |      | 5560   |
| Raw Minimum Day                              | m <sup>3</sup> |      | 4300   |      | 5040   |      | 4820   |
| Raw Average Daily Consumption                | m <sup>3</sup> |      | 5360   |      | 5240   |      | 5170   |
|  |                |      |        |      |        |      |        |
| Total Treated Water                          | m <sup>3</sup> |      | 103680 |      | 107410 |      | 112420 |
| Treated Water Maximim Day Consumption        | m <sup>3</sup> |      | 4300   |      | 4090   |      | 4430   |
| Treated Water Minimim Day Consumption        | m <sup>3</sup> |      | 3350   |      | 3500   |      | 3580   |
| Treated Water Average Day Consumption        | m <sup>3</sup> |      | 3700   |      | 3840   |      | 4020   |
| Daily Average Per Household Consumption Rate | m <sup>3</sup> |      | 0.978  |      | 1.015  |      | 1.063  |
| * Daily Average Per Person Consumption Rate  | m <sup>3</sup> |      | 0.463  |      | 0.481  |      | 0.503  |
|  |                |      |        |      |        |      |        |
|  |                |      |        |      |        |      |        |
| Monthly Averages - Operating Parameters WTP: |                |      |        |      |        |      |        |
| FAC Residual - Treated Water                 | mg/L           |      | 2.15   |      | 2.15   |      | 2.21   |
| Total Chlorine Residual - Treated Water      | mg/L           |      | 2.34   |      | 2.36   |      | 2.39   |
| Aluminum Sulphate - Raw Water                | mg/L           |      | 35.0   |      | 35.0   |      | 35.0   |
| Aluminum Sulphate - Treated Water Residual   | mg/L           |      | 0.05   |      | 0.03   |      | 0.03   |
| Fluoride - Treated Water                     | mg/L           |      | 0.56   |      | 0.57   |      | 0.58   |
| Soda Ash - Raw Water                         | mg/L           |      | 35.0   |      | 35.0   |      | 35.0   |
| pH - Adjusted                                | mg/L           |      | 7.19   |      | 7.20   |      | 7.03   |
| Temperature                                  | C              |      | 2.68   |      | 2.0    |      | 2.0    |
|  |                |      |        |      |        |      |        |
| Quantity of Chemical Used:                   | kg             |      |        |      |        |      |        |
| Aluminum Sulphate                            | kg             |      | 5099.9 |      | 5131.7 |      | 5062.1 |
| Polyelectrolyte                              | kg             |      | 75.0   |      | 62.5   |      | 87.5   |
| Chlorine Gas                                 | kg             |      | 571    |      | 574    |      | 561    |
| Soda Ash - Used for PH Adjustment            | kg             |      | 5099.9 |      | 5131.7 |      | 5062.1 |
| Fluoride                                     | kg             |      | 467    |      | 494    |      | 543    |

- \* The Canadian Average is 450 Litres (0.45 m<sup>3</sup>) per day.
- \* Population is 7986
- \* Number of Households is 3783

Town of Fort Frances - Water treatment Plant - Water Works # 220000978  
Monitoring Record  
February 2019

| Operating Data                            | Units    | *MAC       | 1     | 2     | 3     | 4     | 5     | 6     | 7     | 8     | 9     | 10    | 11    | 12    | 13    | 14    | 15    | 16    | 17    | 18    | 19    | 20    | 21    | 22    | 23    | 24    | 25    | 26    | 27    | 28    | 29     | Total   | Average |
|---|----------|------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|---------|---------|
|   |          | or Range   |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Flow rates                                |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Raw Water                                 | 10^3 M^3 | 17         | 5.27  | 5.12  | 5.31  | 5.18  | 5.10  | 5.28  | 4.99  | 5.24  | 5.56  | 5.13  | 4.82  | 5.20  | 5.13  | 5.19  | 5.20  | 5.20  | 5.18  | 5.16  | 5.11  | 5.10  | 5.19  | 5.10  | 5.05  | 5.23  | 5.20  | 5.09  | 5.12  | 5.18  |        | 144.63  | 5.17    |
| Peak Instantaneous - Raw Water            | L/s      | n/a        | 60.69 | 60.56 | 60.51 | 60.56 | 60.59 | 60.54 | 60.62 | 60.55 | 60.62 | 60.51 | 60.45 | 60.53 | 60.47 | 60.43 | 60.36 | 60.43 | 60.43 | 60.34 | 60.35 | 60.31 | 60.28 | 60.30 | 60.29 | 60.24 | 60.12 | 60.18 | 60.11 | 60.06 |        | 1691.43 | 60.41   |
| Treated Water                             | 10^3 M^3 | 17         | 4.33  | 4.30  | 4.43  | 4.22  | 4.09  | 4.19  | 4.05  | 4.03  | 4.32  | 4.23  | 4.17  | 3.86  | 3.92  | 4.01  | 3.91  | 3.89  | 4.02  | 3.96  | 4.07  | 3.79  | 3.76  | 3.70  | 3.60  | 3.83  | 3.89  | 4.06  | 4.21  | 3.58  |        | 112.42  | 4.02    |
| Peak Instantaneous - Treated Water        | L/s      | n/a        | 64.63 | 64.35 | 65.32 | 63.58 | 64.83 | 65.83 | 64.87 | 65.62 | 64.90 | 64.18 | 63.88 | 64.78 | 64.86 | 65.37 | 65.17 | 66.25 | 64.57 | 64.10 | 63.72 | 64.18 | 63.50 | 65.20 | 63.41 | 62.81 | 62.45 | 64.61 | 65.61 | 63.29 |        | 1805.87 | 64.50   |
| BackWash Water                            | 10^3 M^3 | n/a        | 0.266 | 0.239 | 0.288 | 0.268 | 0.239 | 0.286 | 0.268 | 0.000 | 0.169 | 0.286 | 0.266 | 0.216 | 0.286 | 0.266 | 0.236 | 0.286 | 0.000 | 0.268 | 0.000 | 0.234 | 0.286 | 0.265 | 0.247 | 0.286 | 0.267 | 0.227 | 0.287 | 0.268 |        | 6.50    | 0.232   |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Fluoride Information                      |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Fluoride Residual - Treated Water         | mg/l     | 0.5 to 0.8 | 0.60  | 0.60  | 0.59  | 0.58  | 0.58  | 0.58  | 0.57  | 0.57  | 0.54  | 0.55  | 0.57  | 0.57  | 0.58  | 0.57  | 0.57  | 0.57  | 0.57  | 0.58  | 0.57  | 0.58  | 0.58  | 0.58  | 0.59  | 0.58  | 0.58  | 0.59  | 0.59  | 0.59  |        | 16.17   | 0.58    |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Turbidity Information                     |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Raw Water                                 | NTU      | n/a        | 1.18  | 1.22  | 1.16  | 1.23  | 1.24  | 1.28  | 1.21  | 1.26  | 1.31  | 1.25  | 1.17  | 1.24  | 1.22  | 1.26  | 1.29  | 1.29  | 1.19  | 1.23  | 1.27  | 1.16  | 1.19  | 1.26  | 1.16  | 1.22  | 1.26  | 1.22  | 1.27  | 1.25  |        | 34.49   | 1.23    |
| Settled Water                             | NTU      | n/a        | 0.12  | 0.11  | 0.10  | 0.10  | 0.10  | 0.10  | 0.11  | 0.11  | 0.09  | 0.11  | 0.12  | 0.11  | 0.11  | 0.10  | 0.09  | 0.11  | 0.11  | 0.10  | 0.12  | 0.11  | 0.10  | 0.14  | 0.10  | 0.10  | 0.11  | 0.10  | 0.11  | 0.10  |        | 2.99    | 0.11    |
| Treated Water                             | NTU      | 1          | 0.04  | 0.05  | 0.05  | 0.04  | 0.05  | 0.05  | 0.07  | 0.04  | 0.07  | 0.06  | 0.05  | 0.04  | 0.05  | 0.04  | 0.04  | 0.04  | 0.05  | 0.04  | 0.04  | 0.05  | 0.04  | 0.03  | 0.04  | 0.06  | 0.05  | 0.04  | 0.05  | 0.05  |        | 1.32    | 0.05    |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Other Operating Parameters                |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| pH - Treated Water                        | no units | 6.5 to 8.5 | 7.08  | 7.16  | 7.06  | 6.99  | 7.06  | 7.01  | 7.02  | 7.00  | 7.12  | 7.10  | 7.01  | 7.03  | 7.04  | 6.97  | 7.00  | 7.00  | 6.98  | 6.97  | 6.95  | 7.04  | 7.08  | 7.12  | 7.11  | 7.02  | 6.97  | 6.93  | 6.95  | 6.97  |        | 196.74  | 7.03    |
| pH - Settled water                        | no units | n/a        | 6.06  | 6.22  | 6.27  | 6.27  | 6.29  | 6.27  | 6.32  | 6.23  | 6.35  | 6.32  | 6.37  | 6.30  | 6.36  | 6.28  | 6.05  | 6.28  | 6.26  | 6.28  | 6.24  | 6.18  | 6.20  | 6.22  | 6.25  | 6.26  | 6.32  | 6.27  | 6.30  | 6.26  |        | 175.28  | 6.26    |
| pH - Raw Water                            | no units | n/a        | 7.04  | 7.11  | 7.11  | 7.06  | 7.01  | 7.09  | 7.10  | 7.11  | 7.07  | 7.10  | 7.09  | 7.10  | 7.10  | 7.06  | 6.77  | 7.08  | 7.10  | 7.07  | 6.77  | 7.01  | 7.00  | 7.08  | 7.10  | 7.04  | 7.03  | 7.04  | 7.06  |       | 197.34 | 7.05    |         |
| FAC - Treated Water                       | mg/l     | 0.2 to 4   | 2.32  | 2.28  | 2.30  | 2.26  | 2.30  | 2.20  | 2.00  | 2.11  | 2.09  | 2.05  | 2.20  | 2.26  | 2.28  | 2.30  | 2.20  | 2.20  | 2.26  | 2.24  | 2.22  | 2.30  | 2.16  | 2.10  | 2.18  | 1.98  | 2.40  | 2.28  | 2.12  | 2.19  |        | 61.78   | 2.21    |
| Total Chlorine Residual Treated           | mg/l     | 0.3 to 7   | 2.56  | 2.48  | 2.54  | 2.40  | 2.42  | 2.34  | 2.22  | 2.46  | 2.48  | 2.28  | 2.38  | 2.36  | 2.40  | 2.38  | 2.32  | 2.34  | 2.40  | 2.34  | 2.50  | 2.56  | 2.42  | 2.32  | 2.38  | 2.16  | 2.52  | 2.40  | 2.26  | 2.30  |        | 66.92   | 2.39    |
| Temperature                               | C        | 15         | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   |       | 56.0   | 2.00    |         |
| Fluoride used (Total Daily Consumption)   | kg       | n/a        | 21.0  | 21.0  | 20.0  | 20.0  | 20.0  | 20.0  | 19.0  | 20.0  | 21.0  | 19.0  | 17.0  | 19.0  | 18.0  | 19.0  | 18.0  | 18.0  | 18.0  | 17.0  | 18.0  | 19.0  | 21.0  | 20.0  | 20.0  | 20.0  | 20.0  | 19.0  | 19.0  | 19.0  |        | 543.0   | 19.39   |
| Chlorine used (Total Daily Consumption)   | kg       | n/a        | 21.0  | 19.0  | 22.0  | 20.0  | 19.0  | 21.0  | 24.0  | 20.0  | 22.0  | 20.0  | 19.0  | 20.0  | 20.0  | 20.0  | 19.0  | 20.0  | 20.0  | 20.0  | 20.0  | 20.0  | 20.0  | 18.0  | 20.0  | 20.0  | 20.0  | 19.0  | 19.0  | 19.0  |        | 561.0   | 20.04   |
| Soda ash (Total Daily Consumption)        | kg       | n/a        | 184.5 | 179.2 | 185.9 | 181.3 | 178.5 | 184.8 | 174.7 | 183.4 | 194.6 | 179.6 | 168.7 | 182.0 | 179.6 | 181.7 | 182.0 | 182.0 | 181.3 | 180.6 | 178.9 | 178.5 | 181.7 | 178.5 | 176.8 | 183.1 | 182.0 | 178.2 | 179.2 | 181.3 |        | 5062.1  | 180.79  |
| Soda Ash - Dosage                         | mg/l     | n/a        | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  |       | 980.0  | 35.00   |         |
| Alum residual - (Total Daily Consumption) | kg       | n/a        | 184.5 | 179.2 | 185.9 | 181.3 | 178.5 | 184.8 | 174.7 | 183.4 | 194.6 | 179.6 | 168.7 | 182.0 | 179.6 | 181.7 | 182.0 | 182.0 | 181.3 | 180.6 | 178.9 | 178.5 | 181.7 | 178.5 | 176.8 | 183.1 | 182.0 | 178.2 | 179.2 | 181.3 |        | 5062.1  | 180.79  |
| Alum residual - Dosage                    | mg/l     | n/a        | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  |       | 980.0  | 35.00   |         |
| Alum residual - Treated Water             | mg/l     | 0.1        | 0.04  | 0.02  | 0.06  | 0.04  | 0.04  | 0.03  | 0.05  | 0.04  | 0.02  | 0.02  | 0.04  | 0.04  | 0.03  | 0.03  | 0.04  | 0.02  | 0.03  | 0.02  | 0.04  | 0.02  | 0.04  | 0.01  | 0.01  | 0.01  | 0.07  | 0.0   | 0.04  | 0.04  |        | 0.92    | 0.03    |
| Poly bags added (25 kg bags )             | kg       |            | 0.5   |       |       |       | 0.5   |       |       | 0.5   |       |       |       |       |       | 0.5   |       |       |       |       | 0.5   |       | 0.5   |       |       |       |       | 0.5   |       |       |        | 87.5    |         |

April 15, 2019

Report To: Mayor & Council

From: Travis Rob, P.Eng., Manager of Operations & Facilities

**SUBJECT: March 2019 Drinking Water Systems Monthly Summary Report**

Please find attached the March 2019 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the March 2019 report as presented.

Respectfully submitted,  
Operations & Facilities Division

Travis Rob, P.Eng.  
Manager of Operations & Facilities

|  |
|--|
| <b>Council approval of this report will</b> accept the March 2019 report prior to it being made available to the general public. |
|--|

c.c. – Craig Miller, P.Eng., Environmental Superintendent  
Randy White, ORO, Senior WTP Operator

**March 2019**

**Monthly Summary Report  
Water Systems**

**Prepared By: Randy White, ORO  
Senior Water Treatment Plant Operator**

**Dated: April 10, 2019**

### 1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of March 2019 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works No. 849N7DGE0 (Precedes Airport Groundwater Well Water Works No. 26002736). This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act. The water treatment plant falls under the requirements of Ontario Regulation 170/03 – Drinking Water Systems.

The Airport Small Drinking Water System, System No. 849N7DGE0, was put into service August 01, 2017. The system falls under the requirements of Ontario Regulation 319/08 – Small Drinking Water Systems.

### 2) **Flow Data:**

Water Treatment Plant: See attached spreadsheet.

Airport Groundwater Well:

Estimated Daily Usage 0.21 m3

Estimated January Usage 6.5 m3

### 3) **Microbiological (Health Related) Water Analysis - Main Water System No. 220000978:**

Water Treatment Plant (treated): 4 samples taken no adverse results

Water Treatment Plant (raw): 4 samples taken no adverse results

Water Distribution System: 16 samples taken where 25% of samples were tested for heterotrophic plate count (HPC) - no adverse results.

We take microbiological samples on a weekly basis, which includes 1 raw sample, 1 treated sample and 4 distribution samples. The 4 distribution samples are taken at different locations throughout the distribution system.

Water distribution samples taken at the following locations:

- |                       |                       |                     |              |
|-----------------------|-----------------------|---------------------|--------------|
| 1. 1111 First St. E.  | 2. 1104 Church St     | 3. 901 Wright Ave.  | 4. W. Tower  |
| 5. 740 Scott St.      | 6. 1036 Victoria Ave. | 7. 901 Wright Ave.  | 8. W. Tower  |
| 9. 740 Scott St.      | 10. 320 Portage Ave.  | 11. 901 Wright Ave. | 12. W. Tower |
| 13. 1111 First St. E. | 14. 1104 Church St.   | 15. 740 Scott St.   | 16. W. Tower |

**4) Microbiological (Health Related) Water Analysis - Airport Groundwater Well No. 849N7DGE0:**

New drinking water system put online August 01, 2017. No treatment required as the Airport groundwater tested negative for bacteria.

The Airport drinking water system is to be sampled and tested for bacteria once every three (3) months in accordance with Section 25 – Microbiological Sampling and Testing of the Small Drinking Water Systems Regulation, O. Reg. 319/08.

Water distribution sample taken October 11, 2018 – no adverse results.

**5) Free Available Chlorine Residual (FAC) - Main Water System No. 220000978:**

FAC residuals are taken at a minimum daily at both the Water Treatment Plant and within the Water Distribution System.

**6) Free Available Chlorine Residual (FAC) - Airport Groundwater Well System No. 849N7DGE0:**

New drinking water system put online August 01, 2017. No treatment required as the Airport groundwater well tested negative for bacteria.

**7) Maintenance Activities at the WTP:**

Mar 1<sup>st</sup> Greased both clarifiers, chains, gears and bearings  
Calibrated distribution chlorine analyzer

Mar 7<sup>th</sup> Cleaned top and bottom tanks on the poly unit  
Cleaned all 4 check valves on the poly unit

Mar 13<sup>th</sup> Took grab samples off the filters

Mar 25<sup>th</sup> Changes chlorine tanks

Mar 27<sup>th</sup> Took grab samples off the filters

Mar 28<sup>th</sup> Calibrated distribution Chlorine analyzer

Mar 31<sup>st</sup> Calibrated distribution Chlorine analyzer

## 8) **Water Complaints:**

- Poor Pressure – 0 complaints.
- Water quality – 0 complaints.

## 9) **Other Miscellaneous Information:**

|                      |  |
|----------------------|--|
| Mar 4 <sup>th</sup>  | Routine micro sample collection  |
| Mar 5 <sup>th</sup>  | Resample on Adverse From the Grind Up<br>QMS Meeting                               |
| Mar 11 <sup>th</sup> | Routine micro sample collection  |
| Mar 12 <sup>th</sup> | Took quarterly samples at the Plant and Tower<br>Took T.S.S. Samples off Filter #3 |
| Mar 13 <sup>th</sup> | Took DWSP samples at the Plant and Tower   |
| Mar 14 <sup>th</sup> | Received a shipment of chlorine  |
| Mar 18 <sup>th</sup> | Received a bulk load of Liquid alum<br>Routine micro sample collection             |
| Mar 19 <sup>th</sup> | QMS meeting  |
| Mar 25 <sup>th</sup> | Routine micro sample collection  |
| Mar 26 <sup>th</sup> | QMS meeting  |
| Mar 28 <sup>th</sup> | Began Spring Community Lead Sampling Program                                       |

10) In order to acknowledge that all levels of responsibility within the Corporation of the Town of Fort Frances have received and reviewed this monthly report, it is necessary to sign-off in the appropriate location below:

- Randy White, ORO, Senior WTP Operator: \_\_\_\_\_
- Craig Miller, P.Eng. Environmental Superintendent: \_\_\_\_\_
- Travis Rob, P.Eng. Manager of Operations & Facilities: \_\_\_\_\_
- Doug Brown, P.Eng. CAO: \_\_\_\_\_
- Rick Wiedenhoeft, Chair O & F Exec Committee: \_\_\_\_\_
- June Caul, Mayor: \_\_\_\_\_
- John McTaggart, Councillor: \_\_\_\_\_
- Mike Behan, Councillor: \_\_\_\_\_
- Wendy Brunetta, Councillor: \_\_\_\_\_
- Doug Judson, Councillor: \_\_\_\_\_
- Andrew Hallikas, Councillor: \_\_\_\_\_

Note: Once all signatures have been obtained, the report will be distributed and made available to the public. If you have any questions, please feel free to contact myself or Randy White, Senior WTP Operator at 274-2325.

## Flow and Operating Data

| Flow Data MARCH                              | Units          | 2017   | 2018   | 2019   |
|--|----------------|--------|--------|--------|
|  |                |        |        |        |
|  |                |        |        |        |
|  |                |        |        |        |
| Total Raw Water                              | m <sup>3</sup> | 171720 | 160430 | 158980 |
| Raw Maximum Day                              | m <sup>3</sup> | 5760   | 5470   | 5380   |
| Raw Minimum Day                              | m <sup>3</sup> | 5280   | 4800   | 4680   |
| Raw Average Daily Consumption                | m <sup>3</sup> | 5540   | 5180   | 5130   |
| * Daily Instantaneous Peak Flow              | L/min.         |        |        |        |
|  |                |        |        |        |
| Total Treated Water                          | m <sup>3</sup> | 113560 | 124800 | 121380 |
| Treated Water Maximim Day Consumption        | m <sup>3</sup> | 4600   | 4640   | 4880   |
| Treated Water Minimim Day Consumption        | m <sup>3</sup> | 2950   | 3170   | 3440   |
| Treated Water Average Day Consumption        | m <sup>3</sup> | 3660   | 4030   | 3920   |
| Daily Average Per Household Consumption Rate | m <sup>3</sup> | 0.97   | 1.07   | 1.04   |
| * Daily Average Per Person Consumption Rate  | m <sup>3</sup> | 0.46   | 0.50   | 0.49   |
|  |                |        |        |        |
|  |                |        |        |        |
| Monthly Averages - Operating Parameters WTP: |                |        |        |        |
| FAC Residual - Treated Water                 | mg/L           | 2.22   | 2.15   | 2.14   |
| Total Chlorine Residual - Treated Water      | mg/L           | 2.41   | 2.38   | 2.33   |
| Aluminum Sulphate - Raw Water                | mg/L           | 35.0   | 35.0   | 35.0   |
| Aluminum Sulphate - Treated Water Residual   | mg/L           | 0.05   | 0.03   | 0.03   |
| Fluoride - Treated Water                     | mg/L           | 0.56   | 0.60   | 0.6    |
| Soda Ash - Raw Water                         | mg/L           | 35.0   | 35.0   | 35.0   |
| pH - Adjusted                                | mg/L           | 7.20   | 7.16   | 6.83   |
| Temperature                                  | C              | 2.4    | 2.0    | 2.1    |
|  |                |        |        |        |
| Quantity of Chemical Used:                   |                |        |        |        |
| Aluminum Sulphate                            | kg             | 6010.2 | 5615.1 | 5564.3 |
| Polyelectrolyte                              | kg             | 62.5   | 75.0   | 75     |
| Chlorine Gas                                 | kg             | 674    | 615    | 590    |
| Soda Ash - Used for PH Adjustment            | kg             | 6010.2 | 5615.1 | 5564.3 |
| Fluoride                                     | kg             | 580    | 504    | 563    |

\* The Canadian Average is 450 Litres (0.45 m<sup>3</sup>) per day.

\* Population is 7986

\* Number of Households is 3783

Town of Fort Frances - Water treatment Plant - Water Works # 220000978  
Monitoring Record  
March 2019

| Operating Data                            | Units    | *MAC       | 1     | 2     | 3     | 4     | 5     | 6     | 7     | 8     | 9     | 10    | 11    | 12    | 13    | 14    | 15    | 16    | 17    | 18    | 19    | 20    | 21    | 22    | 23    | 24    | 25    | 26    | 27    | 28    | 29    | 30    | 31     | Total   | Average |
|---|----------|------------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|-------|--------|---------|---------|
|   |          | or Range   |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Flow rates                                |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Raw Water                                 | 10^3 M^3 | 17         | 5.11  | 5.38  | 5.36  | 4.68  | 5.25  | 5.02  | 5.23  | 5.08  | 5.20  | 5.04  | 4.87  | 5.17  | 5.08  | 5.30  | 5.21  | 5.27  | 5.04  | 5.01  | 5.09  | 5.04  | 5.15  | 5.18  | 5.23  | 5.07  | 4.89  | 5.21  | 5.34  | 5.16  | 5.10  | 5.13  | 5.09   | 158.98  | 5.13    |
| Peak Instantaneous - Raw Water            | L/s      | n/a        | 60.01 | 60.09 | 60.16 | 60.05 | 60.14 | 59.94 | 60.03 | 60.00 | 60.01 | 60.16 | 60.06 | 60.17 | 60.11 | 60.10 | 60.08 | 60.00 | 60.00 | 59.93 | 59.94 | 59.86 | 59.93 | 59.81 | 59.73 | 59.66 | 59.59 | 59.43 | 59.46 | 59.46 | 59.39 | 59.35 | 59.48  | 1856.13 | 59.88   |
| Treated Water                             | 10^3 M^3 | 17         | 3.85  | 4.11  | 4.09  | 3.50  | 3.96  | 3.75  | 3.95  | 3.78  | 3.87  | 3.78  | 3.44  | 3.82  | 4.58  | 4.88  | 4.10  | 3.89  | 3.79  | 3.77  | 3.77  | 3.70  | 3.92  | 3.92  | 3.93  | 3.78  | 4.11  | 3.97  | 3.55  | 3.85  | 4.37  | 3.84  | 3.76   | 121.38  | 3.92    |
| Peak Instantaneous - Treated Water        | L/s      | n/a        | 64.69 | 64.65 | 62.97 | 62.86 | 64.37 | 65.15 | 65.23 | 64.49 | 64.45 | 63.78 | 63.20 | 64.30 | 65.01 | 64.81 | 65.87 | 64.07 | 63.15 | 62.83 | 64.13 | 64.58 | 65.56 | 64.18 | 64.33 | 62.96 | 63.44 | 64.56 | 64.70 | 64.24 | 67.03 | 64.80 | 62.30  | 1992.69 | 64.28   |
| BackWash Water                            | 10^3 M^3 | n/a        | 0.220 | 0.248 | 0.260 | 0.226 | 0.285 | 0.266 | 0.226 | 0.285 | 0.268 | 0.000 | 0.218 | 0.284 | 0.215 | 0.268 | 0.000 | 0.225 | 0.296 | 0.266 | 0.218 | 0.285 | 0.267 | 0.219 | 0.255 | 0.266 | 0.234 | 0.285 | 0.266 | 0.234 | 0.285 | 0.269 | 0.242  | 7.381   | 0.238   |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Fluoride Information                      |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Fluoride Residual - Treated Water         | mg/l     | 0.5 to 0.8 | 0.59  | 0.58  | 0.59  | 0.58  | 0.58  | 0.58  | 0.59  | 0.58  | 0.58  | 0.59  | 0.60  | 0.60  | 0.60  | 0.60  | 0.60  | 0.61  | 0.59  | 0.60  | 0.60  | 0.60  | 0.60  | 0.57  | 0.59  | 0.58  | 0.61  | 0.61  | 0.60  | 0.60  | 0.62  | 0.62  | 0.63   | 18.47   | 0.60    |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Turbidity Information                     |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Raw Water                                 | NTU      | n/a        | 1.23  | 1.31  | 1.33  | 1.28  | 1.23  | 1.24  | 1.19  | 1.23  | 1.27  | 1.22  | 1.27  | 1.23  | 1.12  | 1.01  | 1.17  | 1.25  | 1.22  | 1.26  | 1.23  | 1.00  | 1.16  | 1.21  | 1.25  | 1.22  | 1.26  | 1.25  |       | 1.28  | 1.25  | 1.21  | 1.18   | 36.56   | 1.22    |
| Settled Water                             | NTU      | n/a        | 0.10  | 0.12  | 0.09  | 0.10  | 0.10  | 0.10  | 0.10  | 0.11  | 0.10  | 0.11  | 0.10  | 0.11  | 0.09  | 0.10  | 0.10  | 0.10  | 0.12  | 0.11  | 0.10  | 0.11  | 0.10  | 0.09  | 0.09  | 0.10  | 0.11  | 0.10  |       | 0.10  | 0.10  | 0.11  | 0.10   | 3.07    | 0.10    |
| Treated Water                             | NTU      | 1          | 0.06  | 0.07  | 0.07  | 0.05  | 0.05  | 0.06  | 0.05  | 0.05  | 0.04  | 0.04  | 0.04  | 0.04  | 0.05  | 0.05  | 0.04  | 0.07  | 0.06  | 0.04  | 0.05  | 0.05  | 0.05  | 0.04  | 0.06  | 0.05  | 0.05  | 0.05  |       | 0.06  | 0.05  | 0.05  | 0.05   | 1.54    | 0.05    |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| Other Operating Parameters                |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
|   |          |            |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |       |        |         |         |
| pH - Treated Water                        | no units | 6.5 to 8.5 | 6.96  | 2.07  | 7.12  | 6.94  | 6.91  | 6.98  | 7.01  | 6.98  | 6.97  | 6.95  | 6.97  | 6.93  | 6.97  | 6.98  | 6.96  | 7.01  | 7.07  | 6.97  | 6.98  | 7.01  | 7.00  | 7.07  | 7.04  | 7.10  | 6.99  | 7.00  |       | 6.98  | 7.00  | 6.97  | 6.95   | 204.84  | 6.83    |
| pH - Settled water                        | no units | n/a        | 6.28  | 6.25  | 6.22  | 6.27  | 6.27  | 6.21  | 6.28  | 6.24  | 6.34  | 6.25  | 6.27  | 6.23  | 6.30  | 6.18  | 6.26  | 6.22  | 6.24  | 6.20  | 6.19  | 6.22  | 6.23  | 6.25  | 6.17  | 6.21  | 6.27  | 6.25  |       | 6.30  | 6.31  | 6.28  | 6.30   | 187.49  | 6.25    |
| pH - Raw Water                            | no units | n/a        | 7.06  | 7.00  | 7.07  | 6.98  | 7.01  | 7.05  | 7.03  | 7.01  | 7.00  | 6.99  | 7.03  | 6.97  | 6.99  | 7.05  | 7.01  | 7.00  | 7.01  | 7.08  | 6.91  | 6.93  | 7.07  | 7.01  | 7.04  | 7.01  | 7.07  | 7.03  |       | 7.05  | 7.07  | 7.01  | 6.99   | 210.53  | 7.02    |
| FAC - Treated Water                       | mg/l     | 0.2 to 4   | 2.11  | 2.09  | 2.01  | 2.09  | 2.19  | 2.13  | 2.14  | 2.18  | 2.22  | 2.18  | 2.15  | 2.22  | 2.26  | 2.20  | 2.12  | 2.00  | 2.20  | 2.18  | 2.14  | 2.13  | 2.11  | 2.19  | 2.21  | 2.06  | 2.07  | 2.05  | 2.16  | 2.16  | 2.18  | 2.11  | 2.15   | 66.39   | 2.14    |
| Total Chlorine Residual Treated           | mg/l     | 0.3 to 7   | 2.22  | 2.20  | 2.22  | 2.38  | 2.46  | 2.30  | 2.36  | 2.38  | 2.40  | 2.30  | 2.44  | 2.36  | 2.32  | 2.52  | 2.36  | 2.18  | 2.36  | 2.48  | 2.48  | 2.42  | 2.28  | 2.40  | 2.44  | 2.18  | 2.22  | 2.17  | 2.34  | 2.26  | 2.30  | 2.26  | 2.26   | 72.25   | 2.33    |
| Temperature                               | C        | 15         | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 2.0   | 3.0   | 3.0   | 3.0   | 3.0   | 66.0   | 2.1     |         |
| Fluoride used (Total Daily Consumption)   | kg       | n/a        | 19.0  | 20.0  | 19.0  | 18.0  | 19.0  | 17.0  | 19.0  | 18.0  | 17.0  | 8.0   | 17.0  | 18.0  | 17.0  | 18.0  | 17.0  | 20.0  | 19.0  | 20.0  | 19.0  | 19.0  | 20.0  | 20.0  | 19.0  | 19.0  | 18.0  | 19.0  | 18.0  | 19.0  | 18.0  | 17.0  | 563.0  | 18.2    |         |
| Chlorine used (Total Daily Consumption)   | kg       | n/a        | 19.0  | 21.0  | 20.0  | 17.0  | 19.0  | 18.0  | 21.0  | 19.0  | 19.0  | 19.0  | 18.0  | 19.0  | 19.0  | 20.0  | 19.0  | 19.0  | 19.0  | 19.0  | 19.0  | 18.0  | 20.0  | 19.0  | 19.0  | 19.0  | 19.0  | 18.0  | 18.0  | 20.0  | 19.0  | 18.0  | 20.0   | 590.0   | 19.0    |
| Soda ash (Total Daily Consumption)        | kg       | n/a        | 178.9 | 188.3 | 187.6 | 163.8 | 183.8 | 175.7 | 183.1 | 177.8 | 182.0 | 176.4 | 170.5 | 181.0 | 177.8 | 185.5 | 182.4 | 184.5 | 176.4 | 175.4 | 178.2 | 176.4 | 180.3 | 181.3 | 183.1 | 177.5 | 171.2 | 182.4 | 186.9 | 180.6 | 178.5 | 179.6 | 178.2  | 5564.3  | 179.5   |
| Soda Ash - Dosage                         | mg/l     | n/a        | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 1085.0 | 35.0    |         |
| Alum residual - (Total Daily Consumption) | kg       | n/a        | 178.9 | 188.3 | 187.6 | 163.8 | 183.8 | 175.7 | 183.1 | 177.8 | 182.0 | 176.4 | 170.5 | 181.0 | 177.8 | 185.5 | 182.4 | 184.5 | 176.4 | 175.4 | 178.2 | 176.4 | 180.3 | 181.3 | 183.1 | 177.5 | 171.2 | 182.4 | 186.9 | 180.6 | 178.5 | 179.6 | 178.2  | 5564.3  | 179.5   |
| Alum residual - Dosage                    | mg/l     | n/a        | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 35.0  | 1085.0 | 35.0    |         |
| Alum residual - Treated Water             | mg/l     | 0.1        | 0.03  | 0.01  | 0.01  | 0.03  | 0.03  | 0.04  | 0.04  | 0.04  | 0.04  | 0.06  | 0.05  | 0.02  | 0.03  | 0.04  | 0.03  | 0.03  | 0.03  | 0.01  | 0.04  | 0.03  | 0.04  | 0.01  | 0.02  | 0.03  | 0.03  | 0.03  | 0.01  | 0.03  | 0.05  | 0.03  | 0.03   | 0.95    | 0.03    |
| Poly bags added (25 kg bags )             | kg       |            |       |       |       |       | 0.5   |       |       | 0.5   |       |       |       |       | 0.5   |       | 0.5   |       |       |       | 0.5   |       |       |       |       |       | 0.5   |       |       |       |       |       |        | 75.0    |         |



## REPORT

**TO:** Mayor Caul & Council

**FROM:** Jason Kabel, Community Services Division Manager

**DATE:** May 22, 2019

**RE:** Library Shed Request - Letter from Library Board Chairperson, Robin Dennis

---

### Preamble

The attached letter dated April 25, 2019 from Robin Dennis, Library Board Chairperson was received by the Community Services Division and reviewed by the Community Services Executive Committee at their regular meeting on Tuesday, May 21, 2019.

The Library Board is seeking to meet with Town of Fort Frances personnel in a timely manner to move forward with a storage shed in close proximity to the Library prior to the 2020 Capital budget.

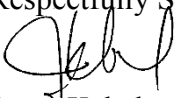
A summary of the request follows:

- The board has determined that a storage facility would be very beneficial storing several library materials and resources that are currently stored in many different locations.
- This would be a much more convenient and time saving solution as the library staff would have readily available access to materials as needed.
- The Friends of the Library have passed a motion to provide financing for the construction of a storage building for exclusive use of the Fort Frances Library Technology Centre.
- Design and location are to be determined by the Fort Frances Public Library Board in consultation with the Town of Fort Frances.
- We would like to meet with required Town of Fort Frances council and/or administration in a timely manner to continue forward with this vitally important project for the library, in time for the 2020 Capital budget.

### Recommendation

The Community Services Executive Committee recommends to Mayor & Council to endorse the Operations & Facilities and Community Services Division Managers to meet with Library personnel to advance the Library Storage Shed request as feasible.

Respectfully Submitted,

  
Jason Kabel

**Council approval of this report will** endorse the Operations & Facilities and Community Services Division Managers to meet with Library personnel to advance the Library storage shed request as feasible.

April 25, 2019

Jason Kabel  
Manager of Community Services

Dear Jason:

Several discussions have taken place regarding the need for a storage building at the Fort Frances Library and Technology Centre. The board has determined that a storage facility would be very beneficial storing several library materials and resources that are currently stored in many different locations. This would be a much more convenient and time saving solution as the library staff would have readily available access to materials as needed.

The Friends of the Library have passed a motion to provide financing for the construction of a storage building for exclusive use of the Fort Frances Library Technology Centre. Design and location are to be determined by the Fort Frances Public Library Board in consultation with the Town of Fort Frances.

We would like to meet with required Town of Fort Frances council and/or administration in a timely manner to continue forward with this vitally important project for the library, in time for the 2020 Capital budget.

Please contact me at your earliest convenience.

Sincerely,



Robin Dennis  
Chair  
Fort Frances Public Library Board  
275-5518



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2019/50**

**To: Mayor Caul & Members of Council**  
**FROM: Dawn Galusha, Treasurer**  
**DATE: May 21, 2019**  
**SUBJECT: Councillor Wendy Brunetta–NOMA Annual Meeting and Conference Travel Expense and Per Diem**

**BACKGROUND**

Attached is a copy of the Schedule “B” Travel Expenses of \$131.80 and Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$560.00 for attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 23-26, 2019 as submitted by Councillor Wendy Brunetta.

Expenses

|                                  |                 |
|----------------------------------|-----------------|
| 1. Meals                         | \$100.00        |
| 2. Gasoline                      | 31.80           |
| 3. Per Diem                      | <u>560.00</u>   |
| Total travel and Per Diem Claims | <u>\$691.80</u> |

The registration fee of \$500.00 and \$451.29 hotel accommodations was paid by the Town resulting in the total cost of \$1,643.09 to attend the conference as authorized by Council.

The per diem claim is in compliance with Town of Fort Frances By-Law 02/10-D Schedule ‘A’.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the Travel Expense and Per Diem claims in the amount of \$691.80 as submitted by Councillor Wendy Brunetta for her attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 23-26, 2019.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the Travel Expense and Per Diem claims in the amount of \$691.80 as submitted by Councillor Wendy Brunetta for her attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 23-26, 2019.

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

|                                |                      |                                     |            |       |        |       |       |           |
|--------------------------------|----------------------|-------------------------------------|------------|-------|--------|-------|-------|-----------|
| 1. Attendee                    | Wendy Brunetta       |                                     |            |       |        |       |       |           |
| 2. Conference/Seminar Attended | NOLA Conference      |                                     |            |       |        |       |       |           |
| Location (Facility and City)   | Thunder Bay          |                                     |            |       |        |       |       |           |
| Dates                          | April 23-26/19       |                                     |            |       |        |       |       |           |
| 3.                             | Sun.                 | Mon.                                | Tues.      | Wed.  | Thurs. | Fri.  | Sat.  | Total     |
| Accommodation                  |                      |                                     |            |       |        |       |       |           |
| Transportation                 |                      |                                     |            |       |        |       |       |           |
| Breakfast                      |                      |                                     |            | 13.00 |        |       |       | 13.00     |
| Lunch                          |                      |                                     |            |       |        | 17.00 |       | 17.00     |
| Dinner                         |                      |                                     | 35.00      | 35.00 |        |       |       | 70.00     |
| Per Diem                       |                      |                                     |            |       |        |       |       |           |
| Other                          |                      |                                     |            |       |        |       |       |           |
| 4. Prepaid Expenses            | Registration         |                                     | Air Travel |       | Other  |       | Total |           |
|                                |                      |                                     |            |       |        |       |       |           |
| 5. Town Used Vehicle           | Yes                  | <input checked="" type="radio"/> No | Reason     |       |        |       |       | Total     |
| Mileage Claimed                | 7200 KM x CRA rate = |                                     |            |       |        |       |       | 31.80     |
| 6. Approved                    | Total Expenses       |                                     |            |       |        |       |       | \$ 131.80 |
|                                | Advance Received     |                                     |            |       |        |       |       |           |
|                                | Balance Claimed      |                                     |            |       |        |       |       |           |
|                                | Balance Refunded     |                                     |            |       |        |       |       |           |

**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.

Date

Employee Signature

Date

Supervisor Signature

Date

Division Manager Signature

|      |           |       |         |
|------|-----------|-------|---------|
|      |           |       |         |
| Date | Treasurer | A / P | Cashier |

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

|                               |                 |
|-------------------------------|-----------------|
| Attendee                      | Wendy Brunetta  |
| Conference / Seminar Attended | NOMA Conference |
| Location                      | Thunder Bay     |
| Dates                         | April 23-26/19  |

**Details of Per Diem**

|        | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Total                         |
|--------|--------|---------|-----------|----------|--------|----------|--------|-------------------------------|
| Date   |        | Apr 23  | Apr. 24   | Apr 25   | Apr 26 |          |        | 3 <sup>1</sup> / <sub>2</sub> |
| Amount |        | 80.00   | 160.00    | 160.00   | 160.00 |          |        | 560.00                        |

|                                       |                                |
|---------------------------------------|--------------------------------|
| Name (Please Print)<br>Wendy Brunetta | Signature<br><i>W Brunetta</i> |
| Approved                              | Date<br>May 5/19               |

To be submitted to Payroll for processing when approved by Council

Safeway  
115 West Arthur Street  
Thunder Bay, ON  
P7E5P7

STORE NO: 4811  
GST/HST: 831536503

-----  
Inv#: 9170929  
Trans: Pre-Auth  
Completion  
\*\*\*\*\*2149  
\*\*/\*\* C  
VISA CREDIT  
AID: A0000000031010  
Seq#: 368001001005  
Terminal ID: S4811C03  
Auth No: 082631  
ACI/ISO: 001/00  
Date: 27/04/2019  
Time: 12:19:42 PM  
TVR 8080008000  
TSI 7800  
APPROVED  
VERIFIED BY PIN

Pump # : 3-Regular  
Vol : 23.402 L  
Price/L: \$1.359  
Total: \$31.80

Fuel Includes:  
GST/HST(13%): \$3.66

-----  
GROCERY COUPON

Save \$0.82 on your  
next grocery purchase  
at Safeway!  
Offer valid until  
06/26/2019.

Coupon cannot be  
exchanged for cash.

Some exclusions  
apply.

See Customer Service  
for full details.

Victoria Inn Thunder Bay  
 555 W. Arthur St  
 Thunder Bay, ON  
 P7E 5R5

Telephone: 807-577-8481 Fax: 807-475-8961

Wendy Brunetta  
 916 Portage Ave N  
 Fort Frances

P9A 2A8

Page # 1  
 Res. # 615248  
 Checked in Tue Apr 23/19 - 6:23pm  
 Checked out Sat Apr 27/19 - 9:54am  
 Nights 4

Promo Code  
 Room 357

Group: Noma\*

| Date  | Description                              | Reference     | Charges | Credits |
|-------|--|---------------|---------|---------|
| Apr23 | Room - Government Rate                   |               | 128.00  |         |
| Apr23 | Municipal Accommodation Tax By           |               | 5.12    |         |
| Apr23 | HST                                      |               | 17.31   |         |
| Apr24 | PAID BY VISA - Th auth #026424 *****8250 |               |         | 451.29  |
| Apr24 | Room - Government Rate                   |               | 128.00  |         |
| Apr24 | Municipal Accommodation Tax By           |               | 5.12    |         |
| Apr24 | HST                                      |               | 17.31   |         |
| Apr25 | Room - Government Rate                   |               | 128.00  |         |
| Apr25 | Municipal Accommodation Tax By           |               | 5.12    |         |
| Apr25 | HST                                      |               | 17.31   |         |
| Apr26 | Room - Government Rate                   |               | 128.00  |         |
| Apr26 | Municipal Accommodation Tax By           |               | 5.12    |         |
| Apr26 | HST                                      |               | 17.31   |         |
| Apr27 | Room - Government                        | charged twice | -128.00 |         |
| Apr27 | Municipal Accommodation Tax By           | charged twice | -5.12   |         |
| Apr27 | HST                                      | charged twice | -17.31  |         |
|       |  | 0.00          | 451.29  | 451.29  |

N.O.M.A.  
 Attn: Kristen Oliver  
 P.O. Box 10308  
 Thunder Bay, On. (NOMA01)  
 P7B 6T8

As of September 1, 2018 a new 4% Municipal Accommodation Tax has been implemented by the City of Thunder Bay.  
 For information on tax by-law 74/2018 visit  
[www.thunderbay.ca/MAT](http://www.thunderbay.ca/MAT) or call 807.625.2230.

Our H.S.T. # is 835058603

Charge Summary:  
 HST

51.93

**Kathy Lawson**

**From:** service@intl.paypal.com  
**Sent:** Tuesday, March 12, 2019 10:25 AM  
**To:** Kathy Lawson  
**Subject:** Your payment to Northwestern Ontario Municipal Association



You sent a payment of **\$3,500.00 CAD**  
 to Northwestern Ontario Municipal  
 Association.

12-Mar-2019 11:25:01 GMT-04:00  
 Receipt No:0934-3007-7530-1927

Hello Kathryn Lawson,

This charge will appear on your credit card statement as payment to PAYPAL  
 \*NORTHWESTER.

#### Save time with a PayPal account

Create a PayPal account and save your payment  
 information. You won't need to enter your payment  
 information every time you shop online.



#### Shop with confidence

We keep your financial information  
 secure.

#### Transactions monitored 24/7

Our fraud specialists help protect  
 your account.

#### You're protected

Zero fraud liability for eligible  
 unauthorized purchases. [See](#)  
[eligibility](#)



**Merchant information:**  
 Northwestern Ontario Municipal  
 Association

**Instructions to merchant:**  
 None provided



#### Shipping information:

**Shipping method:**  
 Not specified

| Description  | Unit price      | Qty | Amount          |
|--|-----------------|-----|-----------------|
| NOMA Annual General Meeting 2019 - June<br>Caul      | \$500.00<br>CAD | 1   | \$500.00<br>CAD |
| NOMA Annual General Meeting 2019 - Michael<br>Behan  | \$500.00<br>CAD | 1   | \$500.00<br>CAD |
| NOMA Annual General Meeting 2019 - Wendy<br>Brunetta | \$500.00<br>CAD | 1   | \$500.00<br>CAD |
| NOMA Annual General Meeting 2019 - Douglas<br>Judson | \$500.00<br>CAD | 1   | \$500.00<br>CAD |

**2019 NOMA Annual Meeting & Conference Agenda**  
**Wednesday, April 24, 2019 Location: Victoria Inn & Conference Center,**  
**Thunder Bay, Embassy Room**

- 10:30 am      **Registration Opens**
- 11:00 am      **Conference Welcome**  
*Call to Order & Greetings from*  
*Mayor Wendy Landry, President*  
*Mayor Bill Mauro, City of Thunder Bay*  
*Mayor Allan Thompson, ROMA*  
*Roll Call*  
*Greetings from Michael Gravelle, MPP Thunder Bay – Superior North*  
*Judith Monteith Farrell, MPP Thunder Bay – Atikokan*  
*Peter Collins, Chief, Fort William First Nation*
- 11:20 am      **Keynote: AMO Update**  
*Presented by: Jamie McGarvey, President, & Matthew Wilson, Senior Advisor*  
*Association of Ontario Municipalities*
- NOON          **LUNCH**
- 12:45 pm      **Cyber Security**  
*Presented by: Jessica Jaremchuk, Frank Cowan Company*
- 1:30 pm      **Hydro One Investing in Northwestern Ontario**  
*Presented by: Jason Fitzsimmons, Chief Corporate Affairs and Customer Care Officer*
- 2:15 pm      **The Hon. Monte McNaughton, Minister of Infrastructure**
- 2:30 pm      **Schedule One Update – WSIB**  
*Presented by: Janine Dyck, Vice President, Employer Services*
- 3:15 pm      **HEALTH BREAK**
- NOMA Annual General Meeting**
- 3:30 pm to      1. Call to Order  
4:30 pm      2. Approval of minutes of 72<sup>nd</sup> Annual General meeting  
                 3. Approval to receive the Presidents Report  
                 4. Resolutions Committee  
                 5. Approval of Auditors Report  
                 6. Appointment of Auditors for 2019  
                 7. Approval of 2019 Operating Estimates  
                 8. Approval to receive Committee & District Associations Reports  
                 Adjournment
- 6pm to 8pm      **Opening Reception**

## **Thursday, April 25, 2019, Embassy Ballroom**

**7:30 am to 5:00 pm Registration & Expo**

7:45 am

### **Buffet Breakfast**

8:30 am

#### **LAS Update**

*Presented by: Jeff Barten, Energy & Asset Services Manager*

9:15 am

#### **IESO**

*Presented by: Terry Young, Vice President, Policy, Engagement & Innovation*

10:00 am

### **Health Break**

10:15 am

#### **Starting and Supporting Youth Advisory Committees, Parks & Recreation Ontario**

*Presented by: Sue Peterson, Project Manager, Youth Engagement Project*

10:45 am

#### **Understanding MPAC and our role in the Property Assessment and Taxation System.**

*Presented by: Carmelo Lipsi, Vice President and COO & Mary Dawson Cole, Regional Manager, Municipal and Stakeholder Relations.*

11:30 am

#### **Cardiovascular Surgery is Coming to Thunder Bay & Northwestern Ontario!**

*Presented by: Mayor Wendy Landry, Dr. Peter Voros, EVP In-Patient Care Programs, Mr. Barry Streib, Board Member - Thunder Bay Regional Health Sciences Foundation and Cindy Levanto-Kawahara, Staff, Thunder Bay Regional Health Sciences Foundation*

12:00 pm

### **Lunch Buffet**

1:00 pm

**Keynote: Magic Wand: How pro-active government can turn around practically any city, town or village and case studies that prove it**  
*Presented by: Bruce Firestone, Real Estate Investment and Business coach*

2:00 pm

#### **Ombudsman Ontario**

*Presented by: Laura Pettigrew, General Counsel*

2:45 pm

### **Health Break**

3:00 pm

#### **Centre for Rural & Northern Health Research Thunder Bay Drug Strategy & Lakehead University**

*Presented by: Dr. Mushquash, Dr. Mary Ellen Hill and Shevaun Nadin & Cynthia Olsen, Coordinator, Thunder Bay Drug Strategy*

3:45 pm

#### **Ontario Northland**

*Presented by: Corina Moore, President and CEO*

6:00 pm

#### **Reception Annual Banquet – Embassy Ballroom, Victoria Inn**

6:30 pm

#### **Dinner is served**

7:30 pm

#### **Entertainment – The Duelling Pianos**

## **Friday, April 26, 2019 Location: Embassy Ballroom**

7:30 am

### **Buffet Breakfast**

7:30 am to 8am **East-West Tie Construction Update, NextBridge**

*Presented by: Matthew Jackson, Manager, Community & Indigenous Engagement, Eastern Canada, Enbridge Pipelines Inc.*

8:00 am

**TEC HUB – Training and Educating for the Future** *Presented by: Emilio Rigato*

8:15 am

**Marc Serré, MP, Parliamentary Secretary to the Minister of Rural Economic Development**

8:30 am

**GEMS 2+1 Road Pilot Project**  
*Presented by: Mark Wilson*

9:00 am

**The Case of the Shrinking Wood Supply: Working Together We Can Reverse the Trend**  
*Presented by: Jamie Lim, President, OFIA*

9:45 am

**Andrea Horwath, Leader of the Official Opposition, NDP introduced by Judith Monteith Farrell, MPP Thunder Bay - Atikokan**

10:00 am

### **Health Break**

10:15 am

**Creative Destruction in the Forest Sector--Where Do we Go From Here?**  
*Presented by: Howard Hampton and Peter Love, Pilot Law*

10:45 am

**Prosperity and Growth Strategy for Northern Ontario**  
*Presented by: Aime DiMatteo, Director General, FEDNOR*

11:15 am

**Hon. Steve Clark, Minister of Municipal Affairs & Housing**  
**Hon. Greg Rickford, Minister of Energy, Northern Development & Mines & Indigenous Affairs**  
**Hon. Sylvia Jones, Minister of Community Safety & Correctional Services**

**TOWN OF FORT FRANCES - SCHEDULE "E"**  
**TRAVEL WAIVER OF LIABILITY FORM**

The Town of Fort Frances carries "Non-Owned Automobile" coverage for liability only. This coverage is for the situation where a liability claim exceeds the vehicle owner's liability insurance and does not include coverage for damages to the individual's vehicle.

Therefore, the undersigned acknowledges that:

- They have read and understood the above particularly with regards to insurance.
- The Town and its insurers will not be responsible for any damages, claims, deductibles or expenses (other than mileage or fuel costs as provided for in the Travel Policy) resulting from the use of one's own vehicle other than that provided for by the Non-Owned Automobile coverage.
- The Town will not be responsible for any additional insurance cost resulting from any claim(s) submitted to an individual's insurers.

|  |                                    |
|--|------------------------------------|
| Name (Please Print)<br><i>Wendy Brunetta</i> | Signature<br><i>Wendy Brunetta</i> |
| Approved                                     | Date<br><i>May 5, 2019</i>         |



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2019/49**

**To: Mayor Caul & Members of Council**  
**FROM: Dawn Galusha, Treasurer**  
**DATE: May 21, 2019**  
**SUBJECT: Councillor Andrew Hallikas–NOMA Annual Meeting and Conference Travel Expense and Per Diem**

---

**BACKGROUND**

Attached is a copy of the Schedule “B” Travel Expenses of \$100.00 and Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$560.00 for attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 23-26, 2019 as submitted by Councillor Andrew Hallikas.

Expenses

|                                  |                 |
|----------------------------------|-----------------|
| 1. Meals                         | \$100.00        |
| 2. Per Diem                      | <u>560.00</u>   |
| Total travel and Per Diem Claims | <u>\$660.00</u> |

The registration fee of \$500.00 and \$451.29 hotel accommodations was paid by the Town resulting in the total cost of \$1,611.29 to attend the conference as authorized by Council.

The per diem claim is in compliance with Town of Fort Frances By-Law 02/10-D Schedule ‘A’.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the Travel Expense and Per Diem claims in the amount of \$660.00 as submitted by Councillor Andrew Hallikas for his attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 23-26, 2019.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the Travel Expense and Per Diem claims in the amount of \$660.00 as submitted by Councillor Andrew Hallikas for his attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 23-26, 2019.


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

|                                |                             |      |            |       |        |       |       |        |
|--------------------------------|-----------------------------|------|------------|-------|--------|-------|-------|--------|
| 1. Attendee                    | Andrew Hallikas             |      |            |       |        |       |       |        |
| 2. Conference/Seminar Attended | NOMA                        |      |            |       |        |       |       |        |
| Location (Facility and City)   | Victoria Inn, T. Bay        |      |            |       |        |       |       |        |
| Dates                          | April 23, 24, 25, 26 / 2019 |      |            |       |        |       |       |        |
| 3.                             | Sun.                        | Mon. | Tues.      | Wed.  | Thurs. | Fri.  | Sat.  | Total  |
| Accommodation                  |                             |      |            |       |        |       |       |        |
| Transportation                 |                             |      |            |       |        |       |       |        |
| Breakfast                      |                             |      |            | 13.00 |        |       |       | 13.00  |
| Lunch                          |                             |      |            |       |        | 17.00 |       | 17.00  |
| Dinner                         |                             |      | 35.00      | 35.00 |        |       |       | 70.00  |
| Per Diem                       |                             |      |            |       |        |       |       |        |
| Other                          |                             |      |            |       |        |       |       |        |
| 4. Prepaid Expenses            | Registration                |      | Air Travel |       | Other  |       | Total |        |
|                                |                             |      |            |       |        |       |       |        |
| 5. Town Used Vehicle           | Yes                         | No   | Reason     |       |        |       |       | Total  |
| Mileage Claimed                | KM x CRA rate =             |      |            |       |        |       |       |        |
| 6. Approved                    |                             |      |            |       |        |       |       | 108.00 |
|                                | Total Expenses              |      |            |       |        |       |       |        |
|                                | Advance Received            |      |            |       |        |       |       |        |
|                                | Balance Claimed             |      |            |       |        |       |       |        |
|                                | Balance Refunded            |      |            |       |        |       |       |        |

**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.

May 3, 2019  
 Date

  
 Employee Signature

Date

Supervisor Signature

Date

Division Manager Signature

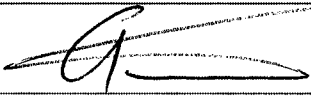
|      |           |       |         |
|------|-----------|-------|---------|
|      |           |       |         |
| Date | Treasurer | A / P | Cashier |

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

|                               |                             |
|-------------------------------|-----------------------------|
| Attendee                      | Andrew Hallikas             |
| Conference / Seminar Attended | NOMA                        |
| Location                      | Victoria Inn, T. Bay        |
| Dates                         | April 23, 24, 25, 26 / 2019 |

**Details of Per Diem**

|        | Monday | Tuesday           | Wednesday          | Thursday           | Friday             | Saturday | Sunday | Total              |
|--------|--------|-------------------|--------------------|--------------------|--------------------|----------|--------|--------------------|
| Date   |        | April 23          | April 24           | April 25           | April 26           |          |        | 3.5 days           |
| Amount |        | 80. <sup>00</sup> | 160. <sup>00</sup> | 160. <sup>00</sup> | 160. <sup>00</sup> |          |        | 560. <sup>00</sup> |

|  |   |
|--|---|
| Name (Please Print)<br>Andrew Hallikas | Signature<br> |
| Approved                               | Date  |

To be submitted to Payroll for processing when approved by Council



# VICTORIA INN

Victoria Inn Thunder Bay  
555 W. Arthur St  
Thunder Bay, ON  
P7E 5R5

Telephone: 807-577-8481 Fax: 807-475-8961

Andrew Hallikas

Page # 1  
Res. # 615252  
Checked in Tue Apr 23/19 - 6:48pm  
Departing Fri Apr 26/19  
Nights 3

Promo Code  
Room 239

Group: Noma\*

| Date  | Description                    | Reference | Charges | Credits |
|-------|--------------------------------|-----------|---------|---------|
| Apr23 | Room - Government Rate         |           | 128.00  |         |
| Apr23 | Municipal Accommodation Tax By |           | 5.12    |         |
| Apr23 | HST                            |           | 17.31   |         |
| Apr24 | Room - Government Rate         |           | 128.00  |         |
| Apr24 | Municipal Accommodation Tax By |           | 5.12    |         |
| Apr24 | HST                            |           | 17.31   |         |
| Apr25 | Room - Government Rate         |           | 128.00  |         |
| Apr25 | Municipal Accommodation Tax By |           | 5.12    |         |
| Apr25 | HST                            |           | 17.31   |         |
|       |                                | 451.29    | 451.29  | 0.00    |

N.O.M.A.  
Attn: Kristen Oliver  
P.O. Box 10308  
Thunder Bay, On. (NOMA01)  
P7B 6T8

As of September 1, 2018 a new 4% Municipal Accommodation Tax has been implemented by the City of Thunder Bay.  
For information on tax by-law 74/2018 visit  
[www.thunderbay.ca/MAT](http://www.thunderbay.ca/MAT) or call 807.625.2230.

Our H.S.T. # is 835058603

Charge Summary:  
HST

51.93

**Kathy Lawson**

**From:** Front Desk Thunder Bay <frontdeskthunderbay@vicinn.com>  
**Sent:** Tuesday, March 12, 2019 6:16 PM  
**To:** Kathy Lawson  
**Subject:** Registration Letter - Victoria Inn Thunder Bay



**Confirmation Number: 615252**

Hello Andrew Hallikas,

We are delighted that you will be staying with us!

Your Reservation Details are as Follows:

Check-in: Apr 23, 2019 anytime after 3:00 pm

Check-out: Apr 26, 2019 by 11:00am

Room Type: Standard Two Queens 2nd Floor

Guests: 1 Adults, 0 Children

Rate Information: GOVT > Room - Government Rate

Average Rate: \$128.00

Cancellation Policy: We will accept cancellation up to 4:00pm on the day of arrival. Any cancellations after this time will result in a charge of one night room and tax.

MODIFY RESERVATION

CANCEL RESERVATION

# NOMA Annual General Meeting 2019

APR 24 WED 2019 @ 1:00 PM - APR 26 FRI 2019 @ 2:00 PM

**Andrew Hallikas**

Guest of June Caul

**Victoria Inn Hotel and  
Conference Centre**

555 West Arthur Street  
Thunder Bay, ON P7E 5R5

**Event Host**

Kristen Oliver

807 683 6662

koconsulting@shaw.ca

We'll scan this when you check in!



EMASXSXXZ

EMASXSXXZ

## 2019 NOMA Annual Meeting & Conference Agenda

**Wednesday, April 24, 2019 Location: Victoria Inn & Conference Center,  
Thunder Bay, Embassy Room**

- |                       |   |
|-----------------------|---|
| 10:30 am              | <b>Registration Opens</b>   |
| 11:00 am              | <b>Conference Welcome</b><br><i>Call to Order &amp; Greetings from NOMA – Mayor Wendy Landry, President</i><br><i>Roll Call</i><br><i>Greetings from Invited Dignitaries</i>  |
| 11:20 am              | <b>Keynote: AMO Update</b><br><i>Presented by: Jamie McGarvey, President, Association of Ontario Municipalities</i>   |
| NOON                  | <b>LUNCH</b>  |
| 12:45 pm              | <b>Cyber Security</b><br><i>Presented by: Jessica Jaremchuk, Frank Cowan Company</i>  |
| 1:30 pm               | <b>Hydro One</b><br><i>Presented by: TBD</i>  |
| 2:15 pm               | <b>The Hon. Monte McNaughton, Minister of Infrastructure</b>  |
| 2:30 pm               | <b>Schedule One Update – WSIB</b><br><i>Presented by: TBD</i>   |
| 3:15 pm               | <b>HEALTH BREAK</b>   |
| 3:30 pm<br>to 4:30 pm | <b>NOMA Annual General Meeting</b> <ol style="list-style-type: none"> <li>1. Call to Order</li> <li>2. Approval of minutes of 72<sup>nd</sup> Annual General meeting</li> <li>3. Approval to receive the Presidents Report</li> <li>4. Resolutions Committee</li> <li>5. Approval of Auditors Report</li> <li>6. Appointment of Auditors for 2019</li> <li>7. Approval of 2019 Operating Estimates</li> <li>8. Approval to receive Committee &amp; District Associations Reports</li> </ol> Adjournment |
| 6:00 pm to<br>8:00 pm | <b>Opening Reception</b><br>Join your colleagues for networking, appetizers and a cash bar. Be sure and visit the exhibitors who have registered for the 2019 conference  |

**Thursday, April 25, 2019, Embassy Ballroom****7:30 am to 5:00 pm Registration & Expo**

7:45 am

***Buffet Breakfast***

8:30 am

**LAS Update***Presented by: Jeff Barten, Energy & Asset Services Manager*

9:15 am

**IESO***Presented by: Terry Young, Vice President, Policy, Engagement & Innovation*

10:00 am

***Health Break***

10:15 am

**Starting and Supporting Youth Advisory Committees, Parks & Recreation Ontario***Presented by: Sue Peterson, Project Manager, Youth Engagement Project*

10:45 am

**MPAC***Presented by: Carmelo Lipsi, Vice President and COO & Mary Dawson-Cole, Regional Manager, Municipal Stakeholder Relations*

11:30 am

**Thunder Bay Regional Health Sciences Foundation***Presented by: Barry Streib Foundation Board of Director*

12:00 pm

***Lunch Buffet***

1:00 pm

**Keynote: Magic Wand: How pro-active government can turn around practically any city, town or village and case studies that prove it***Presented by: Bruce Firestone, Real Estate Investment and Business coach*

2:00 pm

**Ombudsman Ontario***Presented by: Laura Pettigrew*

2:45 pm

***Health Break***

3:00 pm

**Centre for Rural & Northern Health Research Thunder Bay Drug Strategy & Lakehead University***Presented by: Dr. Mushquash*

3:45 pm

**HOLD: FOR ONTARIO NORTHLAND**

4:30 pm to 4:45 pm

**HOLD: Marc Serre, MP, Parliamentary Secretary to the Minister of Rural Economic Development**

6:00 pm

**Reception Annual Banquet – Embassy Ballroom, Victoria Inn**

6:30 pm

**Dinner is served – Entertainment The Duelling Pianos**

**Friday, April 26, 2019 Location: Embassy Ballroom**

7:45 am

**Buffet Breakfast**

8:30 am

**GEMS 2+1 Road Pilot Project***Presented by: Mark Wilson*

9:00 am

**The Case of the Shrinking Wood Supply: Working Together We Can Reverse the Trend***Presented by: Jamie Lim, President, OFIA*

9:45 am

**Prosperity and Growth Strategy for Northern Ontario***Presented by: Aime DiMatteo, Director General, FEDNOR*

10:15 am

**Health Break**

10:30 am

**HOLD – NOHFC Update***On hold for Elected Officials and the Bearpit**Confirmed to date:*

11:00 am or

**Minister Steve Clark, Minister of Municipal Affairs & Housing**

12:45 pm

**Minister Greg Rickford, Minister of Energy, Northern Development & Mines and Indigenous Affairs****Minister Sylvia Jones, Minister of Community Safety & Correctional Services**

The agenda is still in the planning stages as we await confirmations from the government and regional elected officials. The latest it will go is 2:00 pm but could conclude sooner. The agenda will be updated as confirmations are received.



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2019/48**

**TO: Mayor Caul & Members of Council**  
**FROM: Dawn Galusha, Treasurer**  
**DATE: May 21, 2019**  
**SUBJECT: Councillor Douglas Judson–NOMA Annual Meeting and Conference Travel Expense and Per Diem**

---

**BACKGROUND**

Attached is a copy of the Schedule “B” Travel Expenses of \$52.00 and Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$320.00 for attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 24-26, 2019 as submitted by Councillor Douglas Judson.

Expenses

|                                  |                        |
|----------------------------------|------------------------|
| 1. Meals                         | \$ 52.00               |
| 2. Per Diem                      | <u>320.00</u>          |
| Total travel and Per Diem Claims | <u><u>\$372.00</u></u> |

The registration fee of \$500.00 and \$300.86 hotel accommodations was paid by the Town resulting in the total cost of \$1,172.86 to attend the conference as authorized by Council.

The per diem claim is in compliance with Town of Fort Frances By-Law 02/10-D Schedule ‘A’.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the Travel Expense and Per Diem claims in the amount of \$372.00 as submitted by Councillor Douglas Judson for his attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 24-26, 2019.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the Travel Expense and Per Diem claims in the amount of \$372.00 as submitted by Councillor Douglas Judson for his attendance at the NOMA Annual Meeting and Conference in Thunder Bay, on April 24-26, 2019.

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

|    |                              |                               |      |            |       |        |       |       |                  |
|----|------------------------------|-------------------------------|------|------------|-------|--------|-------|-------|------------------|
| 1. | Attendee                     | Douglas Judson                |      |            |       |        |       |       |                  |
| 2. | Conference/Seminar Attended  | NOMA Conference               |      |            |       |        |       |       |                  |
|    | Location (Facility and City) | Victoria Inn, Thunder Bay, ON |      |            |       |        |       |       |                  |
|    | Dates                        | April 24-26, 2019             |      |            |       |        |       |       |                  |
| 3. |                              | Sun.                          | Mon. | Tues.      | Wed.  | Thurs. | Fri.  | Sat.  | Total            |
|    | Accommodation                |                               |      |            |       |        |       |       |                  |
|    | Transportation               |                               |      |            |       |        |       |       |                  |
|    | Breakfast                    |                               |      |            |       |        |       |       |                  |
|    | Lunch                        |                               |      |            |       |        | 17.00 |       | 17.00            |
|    | Dinner                       |                               |      |            | 35.00 |        |       |       | 35.00            |
|    | Per Diem                     |                               |      |            |       |        |       |       |                  |
|    | Other                        |                               |      |            |       |        |       |       |                  |
| 4. | Prepaid Expenses             | Registration                  |      | Air Travel |       | Other  |       | Total |                  |
|    |                              |                               |      |            |       |        |       |       |                  |
| 5. | Town Used Vehicle            | Yes                           | No   | Reason     |       |        |       |       | Total            |
|    | Mileage Claimed              | KM x CRA rate =               |      |            |       |        |       |       |                  |
| 6. | Approved                     |                               |      |            |       |        |       |       | Total Expenses   |
|    |                              |                               |      |            |       |        |       |       | 52.00            |
|    |                              |                               |      |            |       |        |       |       | Advance Received |
|    |                              |                               |      |            |       |        |       |       | Balance Claimed  |
|    |                              |                               |      |            |       |        |       |       | Balance Refunded |

**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.

Date

May 13/2019

Employee Signature



Date

Supervisor Signature

Date

Division Manager Signature

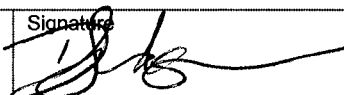
|      |           |       |         |
|------|-----------|-------|---------|
|      |           |       |         |
| Date | Treasurer | A / P | Cashier |

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

|                               |                                 |
|-------------------------------|---------------------------------|
| Attendee                      | Douglas Judson                  |
| Conference / Seminar Attended | NOMA Conference                 |
| Location                      | Victoria Inn<br>Thunder Bay, ON |
| Dates                         | April 24-26, 2019               |

**Details of Per Diem**

|        | Monday | Tuesday | Wednesday | Thursday         | Friday           | Saturday | Sunday | Total            |
|--------|--------|---------|-----------|------------------|------------------|----------|--------|------------------|
| Date   | Apr 22 | Apr 23  | Apr 24    | Apr 25           | Apr 26           | Apr 27   | Apr 28 | 2                |
| Amount |        |         |           | 160 <sup>-</sup> | 160 <sup>-</sup> |          |        | 320 <sup>-</sup> |

|                     |  |
|---------------------|--|
| Name (Please Print) | Signature  |
| DOUGLAS JUDSON      |  |
| Approved            | Date   |
|                     |  |

To be submitted to Payroll for processing when approved by Council

Victoria Inn Thunder Bay  
 555 W. Arthur St  
 Thunder Bay, ON  
 P7E 5R5

Telephone: 807-577-8481 Fax: 807-475-8961

Douglas Judson  
 1202 Second st E  
 Fort francis  
 On  
 P9A 1P4

Page # 1  
 Res. # 615253  
 Checked in Wed Apr 24/19 - 7:56pm  
 Checked out Fri Apr 26/19 - 10:21am  
 Nights 2

Promo Code  
 Room 311

Group: Noma\*

| Date  | Description                              | Reference | Charges | Credits |
|-------|--|-----------|---------|---------|
| Apr24 | Room - Government Rate                   |           | 128.00  |         |
| Apr24 | Municipal Accommodation Tax By           |           | 5.12    |         |
| Apr24 | HST                                      |           | 17.31   |         |
| Apr25 | Room - Government Rate                   |           | 128.00  |         |
| Apr25 | Municipal Accommodation Tax By           |           | 5.12    |         |
| Apr25 | HST                                      |           | 17.31   |         |
| Apr26 | PAID BY VISA - Th auth #049682 *****8250 |           |         | 300.86  |
|       |  | 0.00      | 300.86  | 300.86  |

N.O.M.A.  
 Attn: Kristen Oliver  
 P.O. Box 10308  
 Thunder Bay, On. (NOMA01)  
 P7B 6T8

As of September 1, 2018 a new 4% Municipal Accommodation Tax has been implemented by the City of Thunder Bay. For information on tax by-law 74/2018 visit [www.thunderbay.ca/MAT](http://www.thunderbay.ca/MAT) or call 807.625.2230.

Our H.S.T. # is 835058603

Charge Summary:

HST 34.62

**Kathy Lawson**

**From:** service@intl.paypal.com  
**Sent:** Tuesday, March 12, 2019 10:25 AM  
**To:** Kathy Lawson  
**Subject:** Your payment to Northwestern Ontario Municipal Association



You sent a payment of \$3,500.00 CAD  
 to Northwestern Ontario Municipal  
 Association.

12-Mar-2019 11:25:01 GMT-04:00  
 Receipt No:0934-3007-7530-1927

Hello Kathryn Lawson,

This charge will appear on your credit card statement as payment to PAYPAL  
 \*NORTHWESTER.

#### Save time with a PayPal account

Create a PayPal account and save your payment  
 information. You won't need to enter your payment  
 information every time you shop online.



#### Shop with confidence

We keep your financial information  
 secure.

#### Transactions monitored 24/7

Our fraud specialists help protect  
 your account.

#### You're protected

Zero fraud liability for eligible  
 unauthorized purchases. [See](#)  
[eligibility](#)



**Merchant information:**  
 Northwestern Ontario Municipal  
 Association

**Instructions to merchant:**  
 None provided



#### Shipping information:

**Shipping method:**  
 Not specified

| Description  | Unit price      | Qty | Amount          |
|--|-----------------|-----|-----------------|
| NOMA Annual General Meeting 2019 - June<br>Caul      | \$500.00<br>CAD | 1   | \$500.00<br>CAD |
| NOMA Annual General Meeting 2019 - Michael<br>Behan  | \$500.00<br>CAD | 1   | \$500.00<br>CAD |
| NOMA Annual General Meeting 2019 - Wendy<br>Brunetta | \$500.00<br>CAD | 1   | \$500.00<br>CAD |
| NOMA Annual General Meeting 2019 - Douglas<br>Judson | \$500.00<br>CAD | 1   | \$500.00<br>CAD |

**2019 NOMA Annual Meeting & Conference Agenda**  
**Wednesday, April 24, 2019 Location: Victoria Inn & Conference Center,**  
**Thunder Bay, Embassy Room**

- 10:30 am      **Registration Opens**
- 11:00 am      **Conference Welcome**  
*Call to Order & Greetings from*  
*Mayor Wendy Landry, President*  
*Mayor Bill Mauro, City of Thunder Bay*  
*Mayor Allan Thompson, ROMA*  
*Roll Call*  
*Greetings from Michael Gravelle, MPP Thunder Bay – Superior North*  
*Judith Monteith Farrell, MPP Thunder Bay – Atikokan*  
*Peter Collins, Chief, Fort William First Nation*
- 11:20 am      **Keynote: AMO Update**  
*Presented by: Jamie McGarvey, President, & Matthew Wilson, Senior Advisor*  
*Association of Ontario Municipalities*
- NOON          **LUNCH**
- 12:45 pm      **Cyber Security**  
*Presented by: Jessica Jaremchuk, Frank Cowan Company*
- 1:30 pm      **Hydro One Investing in Northwestern Ontario**  
*Presented by: Jason Fitzsimmons, Chief Corporate Affairs and Customer Care Officer*
- 2:15 pm      **The Hon. Monte McNaughton, Minister of Infrastructure**
- 2:30 pm      **Schedule One Update – WSIB**  
*Presented by: Janine Dyck, Vice President, Employer Services*
- 3:15 pm      **HEALTH BREAK**
- NOMA Annual General Meeting**
- 3:30 pm to  
4:30 pm
  1. Call to Order
  2. Approval of minutes of 72<sup>nd</sup> Annual General meeting
  3. Approval to receive the Presidents Report
  4. Resolutions Committee
  5. Approval of Auditors Report
  6. Appointment of Auditors for 2019
  7. Approval of 2019 Operating Estimates
  8. Approval to receive Committee & District Associations Reports

Adjournment
- 6pm to 8pm      **Opening Reception**

## **Thursday, April 25, 2019, Embassy Ballroom**

**7:30 am to 5:00 pm Registration & Expo**

7:45 am

### ***Buffet Breakfast***

8:30 am

#### **LAS Update**

*Presented by: Jeff Barten, Energy & Asset Services Manager*

9:15 am

#### **IESO**

*Presented by: Terry Young, Vice President, Policy, Engagement & Innovation*

10:00 am

### ***Health Break***

10:15 am

#### **Starting and Supporting Youth Advisory Committees, Parks & Recreation Ontario**

*Presented by: Sue Peterson, Project Manager, Youth Engagement Project*

10:45 am

#### **Understanding MPAC and our role in the Property Assessment and Taxation System.**

*Presented by: Carmelo Lipsi, Vice President and COO & Mary Dawson Cole, Regional Manager, Municipal and Stakeholder Relations.*

11:30 am

#### **Cardiovascular Surgery is Coming to Thunder Bay & Northwestern Ontario!**

*Presented by: Mayor Wendy Landry, Dr. Peter Voros, EVP In-Patient Care Programs, Mr. Barry Streib, Board Member - Thunder Bay Regional Health Sciences Foundation and Cindy Levanto-Kawahara, Staff, Thunder Bay Regional Health Sciences Foundation*

12:00 pm

### ***Lunch Buffet***

1:00 pm

**Keynote: Magic Wand: How pro-active government can turn around practically any city, town or village and case studies that prove it**  
*Presented by: Bruce Firestone, Real Estate Investment and Business coach*

2:00 pm

#### **Ombudsman Ontario**

*Presented by: Laura Pettigrew, General Counsel*

2:45 pm

### ***Health Break***

3:00 pm

#### **Centre for Rural & Northern Health Research Thunder Bay Drug Strategy & Lakehead University**

*Presented by: Dr. Mushquash, Dr. Mary Ellen Hill and Shevaun Nadin & Cynthia Olsen, Coordinator, Thunder Bay Drug Strategy*

3:45 pm

#### **Ontario Northland**

*Presented by: Corina Moore, President and CEO*

6:00 pm

#### **Reception Annual Banquet – Embassy Ballroom, Victoria Inn**

6:30 pm

#### **Dinner is served**

7:30 pm

#### **Entertainment – The Duelling Pianos**

## **Friday, April 26, 2019 Location: Embassy Ballroom**

7:30 am

### **Buffet Breakfast**

7:30 am to 8am **East-West Tie Construction Update, NextBridge**

*Presented by: Matthew Jackson, Manager, Community & Indigenous Engagement, Eastern Canada, Enbridge Pipelines Inc.*

8:00 am

**TEC HUB – Training and Educating for the Future Presented**

*by: Emilio Rigato*

8:15 am

**Marc Serré, MP, Parliamentary Secretary to the Minister of Rural Economic Development**

8:30 am

**GEMS 2+1 Road Pilot Project**

*Presented by: Mark Wilson*

9:00 am

**The Case of the Shrinking Wood Supply: Working Together We Can Reverse the Trend**

*Presented by: Jamie Lim, President, OFIA*

9:45 am

**Andrea Horwath, Leader of the Official Opposition, NDP introduced by Judith Monteith Farrell, MPP Thunder Bay - Atikokan**

10:00 am

### **Health Break**

10:15 am

**Creative Destruction in the Forest Sector--Where Do we Go From Here?**

*Presented by: Howard Hampton and Peter Love, Pilot Law*

10:45 am

**Prosperity and Growth Strategy for Northern Ontario**

*Presented by: Aime DiMatteo, Director General, FEDNOR*

11:15 am

**Hon. Steve Clark, Minister of Municipal Affairs & Housing**

**Hon. Greg Rickford, Minister of Energy, Northern Development & Mines & Indigenous Affairs**

**Hon. Sylvia Jones, Minister of Community Safety & Correctional Services**

## **RESOLUTION REGARDING THE FORD GOVERNMENT'S FUNDING CUTS TO THE OPERATING BUDGET OF ONTARIO LIBRARY SERVICES - NORTH**

### **WHEREAS:**

- The Town of Fort Frances considers Public Libraries a vital service to communities across the province, particularly in smaller rural communities like Fort Frances;
- Public Libraries offer much needed assistance to every demographic in our community but in particular the most vulnerable members - including children, seniors, newcomers, unemployed residents, the homeless, lower-income citizens, and individuals from other equity-seeking groups;
- Ontario Library Services - North (OLS-N) provides essential services and support to all Public Libraries in the North, but in particular smaller stand-alone libraries and First Nation Libraries;
- The services provided by OLS-N allow Northern Libraries – including the Fort Frances Public Library Technology Centre - to leverage the funding that they receive from their municipalities, to realize efficiencies, and offer extra services in fulfillment of their mandate;
- The Ontario Government without notice, consultation, or rationale cut the budget of OLS-N by 50 percent;
- This drastic budget cut will dramatically reduce the services that OLS-N are able to offer Public Libraries in Northern Ontario;
- This cut will cause either a reduction in local Library services or an increase in the funding that already financially challenged municipalities must provide to maintain the same level of services by their Public Library;
- This cut will disproportionately affect small Northern communities, whose size and geographic distance create challenges in the delivery of resources and programming and
- This cut is a form of downloading of additional Library costs to Municipalities;

**NOW THEREFORE BE IT RESOLVED THAT:**

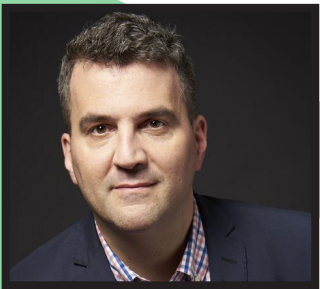
- The Council of the Town of Fort Frances strongly urges the Ontario Government to restore funding to OLS-N, at a minimum to the previous 2018 funding level in order for this agency to continue its day-to-day support of Northern Ontario's public libraries, and to continue to maintain the base funding for Ontario Libraries; and
- This resolution be forwarded to Minister Greg Rickford, MPP for Kenora-Rainy River, Minister Michael Tibollo, Premier Doug Ford, Ontario Library Services-North, CUPE, The Association of Municipalities of Ontario, The Northern Ontario Municipal Association, The Rainy River District Municipal Association, and all Ontario Municipalities.

# Municipalities: Ontario's Frontline

August 18 - 21, 2019 • Ottawa

AMO's aim is to provide conference participants with information on timely topics. It will deliver the latest on provincial policy areas such as housing supply and health care. Check out some programming highlights below and register today!

## Main Stage



**Max Valiquette,**  
**Innovation,**  
**Transformation, and**  
**Marketing Expert**  
***Disruptive Economy***  
***and Municipal***  
***Governments***

## Concurrent Sessions

The AMO Conference always presents highly educational sessions with expert speakers. Stay tuned for the complete list, but here's some examples.

1. Fast Tracking the Planning Process
2. Rural Economic Development
3. Blue Box and Upcoming Transition
4. Infrastructure Spend and Financing
5. Development Charges Going Forward

## Pre-Conference Clinics

These three half-day clinics are available to purchase as part of your Conference experience. These sessions will run concurrently on Sunday, August 18, 2019 from 9:00 am to Noon.

1. Communications 101 for Elected Officials
2. Codes of Conduct Clinic
3. Indigenous Cultural Competency

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2. Addresses from Provincial Political Leaders
3. Delegation Meetings with Province and each Provincial Political Party
4. Networking with over 1800 colleagues
5. Connecting with over 130 vendors

## Plan Your Trip

Hotel information and travel discount codes can be found here: [amo.on.ca/Events/AMOCConference](http://amo.on.ca/Events/AMOCConference)

Don't delay, register today at

**AMO**.on.ca

**Town of Fort Frances**

**320 Portage Avenue**

**Fort Frances, Ontario**

**P9A 3P9**

**AND**

**Rainy River District Social Services Administration Board**

**450 Scott Street**

**Fort Frances, Ontario**

**P9A 1H2**

**May 21, 2019**

**Re: ANNUAL REVIEW OF THE TIERED RESPONSE AGREEMENT BETWEEN THE RAINY RIVER DISTRICT SOCIAL SERVICES ADMINISTRATION BOARD AND THE CORPORATION OF THE TOWN OF FORT FRANCES**

The Tiered Response Agreement executed on July 13<sup>th</sup>, 2017 between the Corporation of the Town of Fort Frances and The Rainy River District Social Services Administration Board was reviewed jointly by both organizations on May 21, 2019.

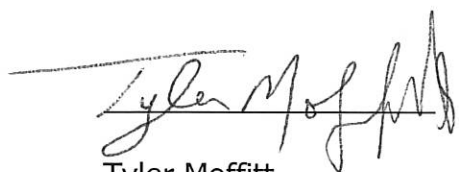
Over the past 12 months (May 2018 to April 2019) the Fort Frances Fire and Rescue Services have responded on average to 2.3 life threatening medical emergencies per month (See attached spreadsheet) based on the following conditions:

- 1) Real or suspected Cardiac and/or Respiratory Arrest
- 2) Motor Vehicle Collision given as Unknown, Life Threatening or Entrapment
- 3) Industrial/Construction Accidents
- 4) CBRNE-Chemical, Biological, Radiological, Nuclear or Explosive Events
- 5) In addition to the above, any incident in which the Paramedic Services System becomes overwhelmed to the point that an ambulance cannot be activated within 5 minutes of receipt of a code 4 response (life threatening), Fort Frances Fire & Rescue Services will be requested to assist until an ambulance becomes available. It is to be noted that if an ambulance from a different part of the District is responding Fort Frances Fire will not be tiered unless responding Paramedics or C.A.C.C. deem it appropriate.

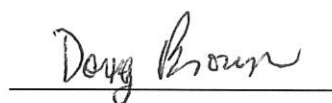
Both parties are of the opinion that the current tiered response agreement is meeting the needs of their respective organization and at this time there is no requirement to amend the current Tiered Response Agreement.

This letter is written notification to each respective governance bodies that both organizations have jointly completed the annual review of the Tiered Response Agreement in accordance with the current agreement.

Signed on behalf of Town of Fort Frances

A handwritten signature in black ink, appearing to read 'Tyler Moffitt', written over a horizontal line.

Tyler Moffitt  
Fire Chief  
Town of Fort Frances

A handwritten signature in black ink, appearing to read 'Doug Brown', written over a horizontal line.

Doug Brown  
CAO  
Town of Fort Frances

Signed on behalf of Rainy River District Social Services Administration Board

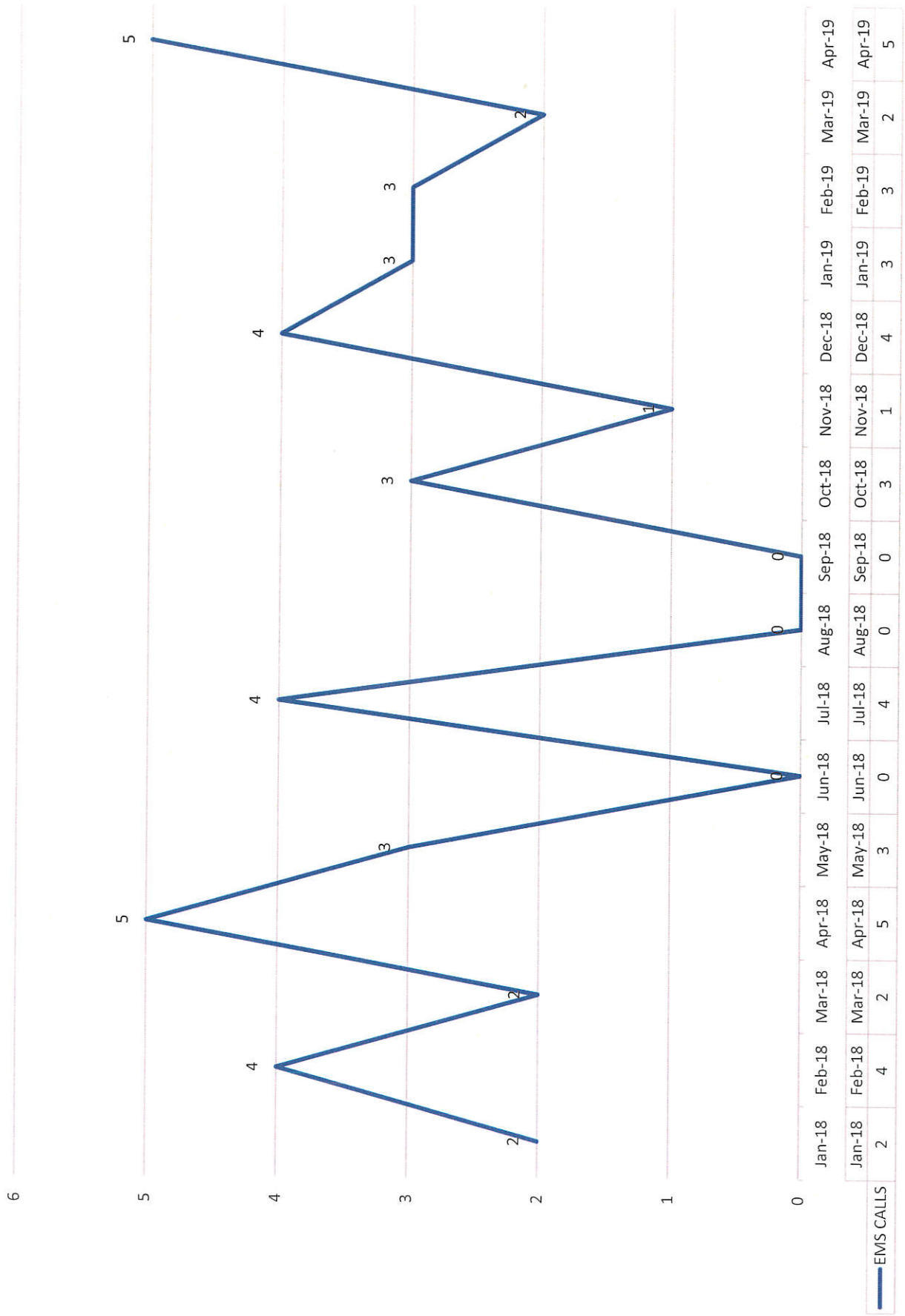
A handwritten signature in black ink, appearing to read 'Dan McCormick', written over a horizontal line.

Dan McCormick  
CAO/Paramedic Chief  
Rainy River DSSAB

January 2018 to April, 2019 - EMS Calls - Where  
the Town of Fort Frances Fire & Rescue Dept.  
Responded to life threatening Medical  
Emergencies

| Months  | EMS Calls  | EMS Calls  |
|---------|------------|------------|
| Jan-18  | 2          |            |
| Feb-18  | 4          |            |
| Mar-18  | 2          |            |
| Apr-18  | 5          |            |
| May-18  | 3          | 3          |
| Jun-18  | 0          | 0          |
| Jul-18  | 4          | 4          |
| Aug-18  | 0          | 0          |
| Sep-18  | 0          | 0          |
| Oct-18  | 3          | 3          |
| Nov-18  | 1          | 1          |
| Dec-18  | 4          | 4          |
| Jan-19  | 3          | 3          |
| Feb-19  | 3          | 3          |
| Mar-19  | 2          | 2          |
| Apr-19  | 5          | 5          |
| Average | <b>2.6</b> | <b>2.3</b> |

FORT FRANCES FIRE & RESCUE SERVICE EMS CALLS



**OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA**  
**OPERATIONS STATISTICS**  
**January 2019**

**STAFFING**

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

|                     | <b>2018</b>   | <b>2019</b>  |
|---------------------|---------------|--------------|
| WSIB                | 0.00          | 0.00         |
| WI/LTD              | 0.00          | 0.00         |
| SICK DAYS           | 18.44         | 9.88         |
| COMPASSIONATE LEAVE | 0.00          | 5.00         |
| FLOATERS            | 11.00         | 7.00         |
| VACATION            | 39.25         | 13.75        |
| BANKED TIME USED    | 3.00          | 4.06         |
| OFF                 | 2.50          | 0.00         |
| STATUTORY HOLIDAYS  | 28.00         | 30.00        |
| <b>TOTAL</b>        | <b>102.19</b> | <b>69.69</b> |

**OVERTIME HOURS**

Equivalent Straight Time Hours:

|                       | <b>2018<br/>Current<br/>Month</b> | <b>2019<br/>Current<br/>Month</b> | <b>2018<br/>Year To<br/>Date</b> | <b>2019<br/>Year To<br/>Date</b> |
|-----------------------|-----------------------------------|-----------------------------------|----------------------------------|----------------------------------|
| ADMINISTRATION        | 0.00                              | 0.00                              | 0.00                             | 0.00                             |
| TRAVEL                | 2.50                              | 4.00                              | 2.50                             | 4.00                             |
| ENGINEERING           | 0.00                              | 0.00                              | 0.00                             | 0.00                             |
| INTERDEPARTMENTAL     | 0.00                              | 12.00                             | 0.00                             | 12.00                            |
| PRIVATE WORK          | 0.00                              | 0.00                              | 0.00                             | 0.00                             |
| RECYCLE/GARBAGE       | 5.25                              | 16.00                             | 5.25                             | 16.00                            |
| ROADS                 | 125.75                            | 106.75                            | 125.75                           | 106.75                           |
| SEWER COLLECTION      | 28.50                             | 32.00                             | 28.50                            | 32.00                            |
| SIDEWALKS             | 27.00                             | 19.50                             | 27.00                            | 19.50                            |
| STORES                | 16.00                             | 1.50                              | 16.00                            | 1.50                             |
| VEHICLE & EQUIPMENT   | 4.00                              | 12.00                             | 4.00                             | 12.00                            |
| WATER TREATMENT PLANT | 11.00                             | 24.00                             | 11.00                            | 24.00                            |
| WATER DISTRIBUTION    | 0.00                              | 42.50                             | 0.00                             | 42.50                            |
| WATER TOWER           | 0.00                              | 0.00                              | 0.00                             | 0.00                             |
| <b>TOTAL</b>          | <b>220.00</b>                     | <b>270.25</b>                     | <b>220.00</b>                    | <b>270.25</b>                    |

## **TRANSPORTATION REPORT**

### **January 2019**

#### **ROADS:**

##### **Storm Water Management – Urban:**

##### **Storm Water Management - Rural:**

##### **Hard Top Maintenance:**

- Levelled utility cuts – twice weekly
- Pothole patching as required

##### **Loose Top Maintenance**

##### **Roadside Maintenance:**

##### **Winter Control:**

- Three (3) events – January 7<sup>th</sup>, January 21<sup>st</sup> and January 23<sup>rd</sup>
- Plowed all roadways and lanes as required
- Sanded/salted roads as required
- Removed snow from the Downtown area twice
- Removed snow from municipal parking lots twice
- Removed snow from OPP parking lot twice
- Removed snow from all cul-de-sacs twice
- Removed snow from underpass twice
- Removed Zamboni snow from Sports Centre twice
- Began removing snow from lane piles and intersections
- Removed snow from handicap parking spots twice
- Removed snow from all hydrants
- Removed snow from businesses and churches outside of the downtown area
- Removed snow on Frenette Avenue from Scott Street to Second Street
- Removed snow from intersections on priority routes
- Removed snow banks on Third Street West from Central Avenue to York Avenue
- Pushed up piles at snow dump daily
- Plowed snow dump as required.

**Traffic Operations:**

- Repaired and replaced signs as required
- Continued replacing signs that failed reflectivity testing

**Regular Maintenance:**

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

**Buildings and Grounds:**

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Plowed snow in all yards as required.

**Private Work:****Sidewalks – Winter:**

- Cleaned snow and ice from Civic Centre sidewalks and applied ice melt as required
- Cleaned snow from underpass sidewalks and downtown corners and applied ice melt or sand/salt as required
- Plowed all sidewalks as required

**Sidewalks – Summer:****Vehicles and Equipment:**

- Preventative Maintenance – pre-trip inspections 5:30 – 7:30 am Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sports Centre, Day Care, Handi-Van, Airport and Civic Centre Vehicles as required
- Cleaned vehicles and equipment as required.

**Public Relations:**

**Sewer and Water:**

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

**Interdepartmental:**

- Jeff Bragg provided coverage for vacation at the Airport January 11<sup>th</sup> and 13<sup>th</sup>.

**Recycling:**

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded Commercial Recycling Bin as required
- Cleaned up recycling yard

**Training:**

**Health & Safety:**

- A workplace inspection was done at the Public Works Shop area on January 16<sup>th</sup>.

Milt Strachan,  
Superintendent of Transportation

**OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA**  
**OPERATIONS STATISTICS**  
**February 2019**

**STAFFING**

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

|                     | <b>2018</b>  | <b>2019</b>  |
|---------------------|--------------|--------------|
| WSIB                | 0.00         | 0.00         |
| WI/LTD              | 0.00         | 0.00         |
| SICK DAYS           | 9.94         | 7.00         |
| COMPASSIONATE LEAVE | 5.00         | 0.00         |
| FLOATERS            | 9.00         | 3.00         |
| VACATION            | 14.56        | 6.00         |
| BANKED TIME USED    | 11.63        | 11.69        |
| OFF                 | 0.63         | 0.00         |
| STATUTORY HOLIDAYS  | 27.00        | 30.00        |
| <b>TOTAL</b>        | <b>77.76</b> | <b>57.69</b> |

**OVERTIME HOURS**

Equivalent Straight Time Hours:

|                       | <b>2018</b>   | <b>2019</b>   | <b>2018</b>    | <b>2019</b>    |
|-----------------------|---------------|---------------|----------------|----------------|
|                       | <b>Feb</b>    | <b>Feb</b>    | <b>Year To</b> | <b>Year To</b> |
|                       |               |               | <b>Date</b>    | <b>Date</b>    |
| ADMINISTRATION        | 0.00          | 0.00          | 0.00           | 0.00           |
| TRAVEL                | 0.00          | 2.50          | 5.00           | 6.50           |
| ENGINEERING           | 2.00          | 0.00          | 2.00           | 0.00           |
| INTERDEPARTMENTAL     | 2.00          | 0.00          | 2.00           | 12.00          |
| PRIVATE WORK          | 0.00          | 0.00          | 3.00           | 0.00           |
| RECYCLE/GARBAGE       | 0.00          | 3.75          | 8.00           | 19.75          |
| ROADS                 | 125.25        | 279.25        | 157.75         | 386.00         |
| SEWER COLLECTION      | 38.75         | 21.50         | 75.50          | 53.50          |
| SIDEWALKS             | 12.00         | 79.50         | 18.00          | 99.00          |
| STORES                | 0.00          | 0.00          | 6.00           | 1.50           |
| VEHICLE & EQUIPMENT   | 8.00          | 20.00         | 24.00          | 32.00          |
| WATER TREATMENT PLANT | 14.00         | 6.50          | 30.00          | 30.50          |
| WATER DISTRIBUTION    | 84.50         | 109.75        | 97.75          | 152.25         |
| WATER TOWER           | 0.00          | 0.00          | 0.00           | 0.00           |
| <b>TOTAL</b>          | <b>286.50</b> | <b>522.75</b> | <b>429.00</b>  | <b>793.00</b>  |

## **TRANSPORTATION REPORT**

### **February 2019**

#### **ROADS:**

##### **Storm Water Management – Urban:**

##### **Storm Water Management - Rural:**

##### **Hard Top Maintenance:**

- Levelled utility cuts – twice weekly
- Pothole patching as required

##### **Loose Top Maintenance**

##### **Roadside Maintenance:**

##### **Winter Control:**

- Five (5) events – February 4<sup>th</sup>, 7<sup>th</sup>, 21<sup>st</sup>, 23<sup>rd</sup> and 28<sup>th</sup>
- Plowed all roadways and lanes as required
- Sanded/salted roads as required
- Removed snow from the Downtown area three times
- Removed snow from municipal parking lots twice
- Removed snow from OPP parking lot twice
- Removed snow from all cul-de-sacs
- Removed snow from underpass twice
- Removed Zamboni snow from Sports Centre three times
- Began removing snow from lane piles and intersections
- Removed snow from handicap parking spots twice
- Removed snow from all hydrants again
- Removed snow banks on Third Street West from Central Avenue to York Avenue
- Continued removing snow from lane piles and intersections
- Removed snow from all intersections along King's Hwy
- Removed snow on Keating Avenue from King's Hwy to First Street
- Mixed additional sand/salt on February 12<sup>th</sup> and 13<sup>th</sup>
- Cut down ice and removed snow banks on Portage Avenue North and Sixth Street in North End
- Removed snow banks on Scott Street from Armit Avenue to Colonization Road East
- Removed snow banks on Second Street from Colonization Road East to Shevlin

**Winter Control (cont'd)**

## Avenue

- Removed snow banks on 200 and 300 blocks of Second Street East
- Pushed up piles at snow dumps daily
- Plowed snow dumps as required
- Hired 2 additional tandems for both day shift and night shift starting February 18<sup>th</sup> to the end of February.

**Traffic Operations:**

- Repaired and replaced signs as required
- Replaced battery in speed sign on King's Hwy.

**Regular Maintenance:**

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

**Buildings and Grounds:**

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Plowed snow in all yards as required.

**Private Work:****Sidewalks – Winter:**

- Cleaned snow and ice from Civic Centre sidewalks and applied ice melt as required
- Cleaned snow from underpass sidewalks and downtown corners and applied ice melt or sand/salt as required
- Plowed all sidewalks after every snow event

**Sidewalks – Summer:****Vehicles and Equipment:**

- Preventative Maintenance – pre-trip inspections 5:30 – 7:30 am Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment

**Vehicles and Equipment (cont'd)**

- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sports Centre, Day Care, Handi-Van, Airport and Civic Centre Vehicles as required

**Public Relations:****Sewer and Water:**

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

**Interdepartmental:**

- Hauled ski trail groomer to Caron’s to be re-wired
- Delivered 12 barricades to the Memorial Sports Centre parking lot to keep vehicles away from the ice on the 52 Rink roof
- Jeff Bragg provided coverage for vacation at the Airport on February 1<sup>st</sup> and again from February 21<sup>st</sup> to 24<sup>th</sup>.

**Recycling:**

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded Commercial Recycling Bin as required
- Cleaned up recycling yard

**Training:****Health & Safety:**

- A Tailgate Meeting was held in the Public Works Shop Area on February 5<sup>th</sup>.

Milt Strachan,  
Superintendent of Transportation

**OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA**  
**OPERATIONS STATISTICS**  
**March 2019**

**STAFFING**

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

|                     | 2018         | 2019         |
|---------------------|--------------|--------------|
| WSIB                | 0.00         | 0.00         |
| WI/LTD              | 0.00         | 0.00         |
| SICK DAYS           | 11.63        | 9.81         |
| COMPASSIONATE LEAVE | 0.00         | 3.00         |
| FLOATERS            | 6.00         | 9.00         |
| VACATION            | 29.50        | 42.50        |
| BANKED TIME USED    | 10.38        | 9.69         |
| OFF                 | 2.19         | 0.00         |
| STATUTORY HOLIDAYS  | 25.00        | 0.00         |
| <b>TOTAL</b>        | <b>84.70</b> | <b>74.00</b> |

**OVERTIME HOURS**

Equivalent Straight Time Hours:

|                       | 2018         | 2019          | 2018          | 2019           |
|-----------------------|--------------|---------------|---------------|----------------|
|                       | March        | March         | Year To       | Year To        |
|                       |              |               | Date          |                |
| ADMINISTRATION        | 0.00         | 0.00          | 0.00          | 0.00           |
| TRAVEL                | 2.50         | 0.00          | 7.50          | 6.50           |
| ENGINEERING           | 0.00         | 0.00          | 2.00          | 0.00           |
| INTERDEPARTMENTAL     | 0.00         | 6.00          | 2.00          | 18.00          |
| PRIVATE WORK          | 0.00         | 3.75          | 3.00          | 3.75           |
| RECYCLE/GARBAGE       | 12.00        | 0.75          | 20.00         | 20.50          |
| ROADS                 | 16.75        | 137.75        | 174.50        | 523.75         |
| SEWER COLLECTION      | 21.50        | 12.50         | 97.00         | 66.00          |
| SIDEWALKS             | 0.00         | 24.00         | 18.00         | 123.00         |
| STORES                | 0.00         | 0.00          | 6.00          | 1.50           |
| VEHICLE & EQUIPMENT   | 0.00         | 3.00          | 24.00         | 35.00          |
| WATER TREATMENT PLANT | 31.00        | 4.00          | 61.00         | 34.50          |
| WATER DISTRIBUTION    | 13.50        | 76.00         | 111.25        | 228.25         |
| WATER TOWER           | 0.00         | 0.00          | 0.00          | 0.00           |
| <b>TOTAL</b>          | <b>97.25</b> | <b>267.75</b> | <b>526.25</b> | <b>1060.75</b> |

## **TRANSPORTATION REPORT**

### **March 2019**

#### **ROADS:**

##### **Storm Water Management – Urban:**

- Steamed catch basins to get water moving
- Flushed storm sewer laterals to get water moving.

##### **Storm Water Management - Rural:**

- Steamed culverts to get water moving
- Flushed culverts to get water moving

##### **Hard Top Maintenance:**

- Levelled utility cuts – twice weekly
- Pothole patching as required

##### **Loose Top Maintenance:**

##### **Roadside Maintenance:**

##### **Winter Control:**

- Two (2) events – March 9<sup>th</sup> and 10<sup>th</sup>
- Plowed all roadways, lanes and parking lots as required
- Sanded/salted roads as required
- Continued removing snow from intersections and lane entrances
- Removed snow from hydrants
- Removed snow from downtown area, municipal parking lots and OPP parking lot twice
- Removed snow on King's Hwy from Central Avenue to McIrvine Road
- Removed snow on Second Street East from Victoria Avenue to Shevlin Avenue
- Removed snow on the 500 and 600 blocks of Victoria Avenue
- Removed snow from cul-de-sacs
- Removed snow on First Street East from Central Avenue to Frenette Avenue
- Removed snow from 400, 500 and 600 blocks of Armit Avenue
- Removed snow from 500, 600 and 700 blocks of Crowe Avenue
- Removed snow on Portage Avenue from Fifth Street to Sixth Street
- Removed snow on Central Avenue for Third Street to Church Street
- Continued using hired trucks up until March 15<sup>th</sup>

**Winter Control (cont'd)**

- Removed snow to curb on 800 and 900 blocks of Third Street East
- Night shift ended on March 22<sup>nd</sup>
- Pushed up piles at snow dumps daily.

**Traffic Operations:**

- Repaired and replaced signs as required

**Regular Maintenance:**

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

**Buildings and Grounds:**

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Plowed all yards as required

**Private Work:****Sidewalks – Winter:**

- Cleaned snow from Civic Centre sidewalks, downtown corners and underpass sidewalks and applied ice melt as required.
- Cleaned snow from underpass sidewalk and downtown corners and applied ice melt or sand/salt as required.
- Plowed all sidewalks after snow events.

**Sidewalks – Summer:****Vehicles and Equipment:**

- Preventative Maintenance – pre-trip inspections 5:30 – 7:30 am Monday to Friday

**Vehicles and Equipment (cont'd)**

- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sports Centre, Day Care, Handi-Van, Airport and Civic Centre Vehicles as required

**Public Relations:****Sewer and Water:**

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

**Interdepartmental:**

- Jeff Bragg provided coverage for vacation at the Airport from March 8<sup>th</sup> to March 26<sup>th</sup>

**Recycling:**

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded Commercial Recycling Bin as required
- Cleaned up recycling yard

**Training:**

- Paul Lemesurier, Greg Wiedenhoeft, Bryan Patterson, Cathy Westover, Randy McArthur, Eric Onichuk, Dan Boileau, Larry Bragg and James Garvie attending Working from Heights Training on March 27<sup>th</sup>.
- Jay Bruyere, Paul LaFreniere, Rich Walton, Darwin Woods, Nick Wreggitt, Matt McLellan, Eric Gustafson and Jeff Bragg attended Working from Heights Training on March 28<sup>th</sup>.

**Health & Safety:**

- A tailgate meeting was held in the public works shop area on March 21<sup>st</sup>. The tailgate included the annual WHIMIS Training.

Milt Strachan,  
Superintendent of Transportation

## Overtime Hours

The following is the monthly summary of Overtime hours expressed as equivalent straight time hours

| 2018                  | January      | February     | March        | April         | May        | June          | July         | August       | September     | October      | November      | December      |
|-----------------------|--------------|--------------|--------------|---------------|------------|---------------|--------------|--------------|---------------|--------------|---------------|---------------|
| ADMINISTRATION        | 0            | 0            | 0            | 0             | 0          | 0             | 0            | 0            | 0             | 0            | 0             | 0             |
| TRAVEL                | 5            | 0            | 2.5          | 33            | 0          | 0             | 0            | 2.5          | 5             | 0            | 0             | 20            |
| ENGINEERING           | 0            | 2            | 0            | 4             | 0          | 0             | 0            | 0            | 0             | 0            | 1.5           | 0             |
| INTERDEPARTMENTAL     | 0            | 2            | 0            | 0             | 8          | 8             | 3.75         | 3            | 18.75         | 0.75         | 3             | 140           |
| PRIVATE WORK          | 3            | 0            | 0            | 0             | 0          | 0             | 0            | 0            | 0             | 0.75         | 0             | 8.5           |
| RECYCLE/GARBAGE       | 8            | 0            | 12           | 4             | 0.75       | 1.5           | 0            | 0            | 15.25         | 0            | 0             | 0.75          |
| ROADS                 | 32.5         | 125.25       | 16.75        | 12            | 32.75      | 9             | 6.75         | 31.5         | 5.25          | 17.25        | 136           | 185.5         |
| SEWER COLLECTION      | 21.75        | 38.75        | 21.5         | 22.25         | 20.75      | 57.5          | 12           | 22.25        | 14            | 24.38        | 20.75         | 16.5          |
| SIDEWALKS             | 6            | 12           | 0            | 0             | 0          | 0             | 0            | 0            | 0             | 0            | 0             | 36            |
| STORES                | 6            | 0            | 0            | 0             | 0          | 0             | 0            | 0            | 0             | 0            | 0             | 13.5          |
| VEHICLES & EQUIPMENT  | 16           | 8            | 0            | 0             | 0          | 0             | 0            | 0            | 0             | 0            | 4             | 10            |
| WATER TREATMENT PLANT | 16           | 14           | 31           | 8             | 16         | 32.5          | 23.75        | 38.5         | 26.75         | 16           | 20            | 12            |
| WATER DISTRIBUTION    | 13.25        | 84.5         | 13.5         | 48.5          | 76.75      | 52.25         | 48.5         | 112.75       | 39.25         | 15.25        | 20            | 12            |
| WATER TOWER           | 0            | 0            | 0            | 0             | 0          | 0             | 0            | 0            | 0             | 0            | 0             | 0             |
| TRAINING              | 0            | 0            | 0            | 0             | 0          | 0             | 0            | 0            | 0             | 0            | 0             | 0             |
| <b>TOTAL</b>          | <b>127.5</b> | <b>286.5</b> | <b>97.25</b> | <b>131.75</b> | <b>155</b> | <b>160.75</b> | <b>94.75</b> | <b>210.5</b> | <b>124.25</b> | <b>74.38</b> | <b>205.25</b> | <b>290.25</b> |

| 2017                  | January    | February      | March        | April       | May          | June          | July         | August       | September | October   | November      | December      |
|-----------------------|------------|---------------|--------------|-------------|--------------|---------------|--------------|--------------|-----------|-----------|---------------|---------------|
| ADMINISTRATION        | 0          | 0             | 0            | 0           | 0            | 0             | 0            | 0            | 0         | 0         | 0             | 0             |
| TRAVEL                | 2.5        | 0             | 0            | 0           | 11.5         | 0             | 0            | 0            | 0         | 0         | 0             | 0             |
| ENGINEERING           | 0          | 0             | 0            | 0           | 0            | 6             | 0            | 1.5          | 0         | 0         | 0             | 0             |
| INTERDEPARTMENTAL     | 0          | 0             | 0            | 0           | 10.5         | 6             | 14.25        | 0            | 16        | 3.75      | 0             | 2.25          |
| PRIVATE WORK          | 0          | 3             | 0            | 2.25        | 0            | 1.5           | 0            | 0            | 0         | 0         | 0             | 0             |
| RECYCLE/GARBAGE       | 5.25       | 4             | 0            | 4           | 4.75         | 4             | 0.75         | 0            | 0         | 0         | 0             | 4             |
| ROADS                 | 125.75     | 46.5          | 0            | 4           | 0            | 85.5          | 11.5         | 8.5          | 0         | 14        | 204.75        | 192.5         |
| SEWER COLLECTION      | 28.5       | 11            | 3            | 24          | 1.5          | 23.75         | 62           | 0            | 16        | 0         | 32.75         | 52            |
| SIDEWALKS             | 27         | 15            | 0            | 0           | 0            | 3.75          | 0            | 45.25        | 0         | 0         | 12            | 13.5          |
| STORES                | 16         | 0.75          | 0            | 0           | 0            | 0             | 0            | 0            | 0         | 0         | 0             | 38            |
| VEHICLES & EQUIPMENT  | 4          | 0             | 0            | 0           | 0            | 0             | 0            | 0            | 0         | 3         | 19            | 0             |
| WATER TREATMENT PLANT | 11         | 3             | 10.25        | 5.5         | 4            | 23            | 22.75        | 0            | 13.25     | 27        | 13.5          | 20            |
| WATER DISTRIBUTION    | 0          | 34.75         | 1.5          | 40.75       | 4.5          | 37.25         | 32.25        | 12           | 24.75     | 36.25     | 25.75         | 12            |
| WATER TOWER           | 0          | 2.25          | 0            | 0           | 0            | 0             | 0            | 39.25        | 0         | 0         | 0             | 0             |
| TRAINING              | 0          | 0             | 0            | 0           | 0            | 0             | 0            | 0            | 0         | 0         | 0             | 0             |
| <b>TOTAL</b>          | <b>220</b> | <b>120.25</b> | <b>14.75</b> | <b>80.5</b> | <b>36.75</b> | <b>190.75</b> | <b>143.5</b> | <b>106.5</b> | <b>70</b> | <b>84</b> | <b>307.75</b> | <b>334.25</b> |

| 2016                  | January | February | March  | April | May    | June   | July  | August | September | October | November | December |
|-----------------------|---------|----------|--------|-------|--------|--------|-------|--------|-----------|---------|----------|----------|
| ADMINISTRATION        |         | 0        | 0      | 0     | 142.5  | 0      | 0     | 0      | 0         | 0       | 0        | 0        |
| TRAVEL                |         | 2.5      | 0      | 0     | 0      | 0      | 0     | 0      | 0         | 0       | 0        | 0        |
| ENGINEERING           |         | 0        | 4      | 0     | 4      | 0      | 0     | 0      | 0         | 0       | 0        | 0        |
| INTERDEPARTMENTAL     | 8.25    | 0.75     | 0      | 0     | 0      | 8      | 6.75  | 0      | 0         | 0       | 0        | 0        |
| PRIVATE WORK          |         | 0        | 8      | 0     | 0      | 0      | 0     | 21     | 1.5       | 0       | 0        | 0        |
| RECYCLE/GARBAGE       | 16      | 0        | 1.5    | 4     | 0      | 0      | 0     | 0.75   | 9.5       | 0       | 0        | 0        |
| ROADS                 | 27      | 63       | 68.75  | 8     | 0      | 12     | 63    | 27.75  | 19.75     | 25.5    | 50       | 294.5    |
| SEWER COLLECTION      | 27.25   | 17.5     | 63.5   | 16    | 18.25  | 54.25  | 43    | 24     | 82.5      | 18.25   | 32       | 179      |
| SIDEWALKS             |         | 3        | 0      | 0     | 0      | 0      | 0     | 0      | 0         | 0       | 0        | 33.25    |
| STORES                | 30      | 0        | 0      | 0     | 0      | 0      | 0     | 0      | 0         | 0       | 0.75     | 11       |
| VEHICLES & EQUIPMENT  |         | 0        | 0      | 4     | 0      | 0      | 0     | 0      | 0         | 0       | 0        | 0        |
| WATER TREATMENT PLANT | 40.5    | 82.25    | 29.75  | 9.25  | 30.5   | 16     | 35.5  | 44     | 8         | 24      | 34.25    | 20       |
| WATER DISTRIBUTION    | 129.5   | 48.5     | 51.75  | 4     | 62.5   | 131    | 45.75 | 42.75  | 65        | 5.25    | 7.5      | 0        |
| WATER TOWER           |         | 0        | 0      | 0     | 0      | 0      | 0     | 0      | 0         | 0       | 0        | 0        |
| TRAINING              |         | 0        | 0      | 0     | 0      | 0      | 0     | 0      | 0         | 0       | 0        | 0        |
| TOTAL                 | 278.5   | 217.5    | 227.25 | 45.25 | 257.75 | 221.25 | 194   | 160.25 | 186.25    | 73      | 124.5    | 382.25   |

## Staffing

The following is an annual Summary of lost man shifts during each month:

| 2018                | January       | February     | March       | April        | May         | June         | July          | August        | September    | October       | November      | December      |
|---------------------|---------------|--------------|-------------|--------------|-------------|--------------|---------------|---------------|--------------|---------------|---------------|---------------|
| WSIB                | 0             | 0            | 0           | 0            | 0           | 0            | 0             | 0             | 0            | 14            | 0             | 16            |
| W/LTD               | 0             | 0            | 0           | 0            | 0           | 0            | 0             | 19            | 20           | 23            | 21            | 3.81          |
| SICK DAYS           | 18.44         | 9.94         | 11.63       | 6.13         | 7.38        | 11.44        | 9.31          | 4.13          | 6.59         | 10.06         | 14            | 4.21          |
| COMPASSIONATE LEAVE | 0             | 5            | 0           | 3            | 0           | 0            | 0             | 11            | 3            | 0             | 0             | 11            |
| FLOATERS            | 11            | 9            | 6           | 5            | 3           | 1            | 6             | 1             | 2            | 3             | 0             | 64.38         |
| VACATION            | 39.25         | 14.56        | 29.5        | 20.75        | 37.38       | 40.13        | 72.75         | 76            | 14           | 40.5          | 32            | 23.91         |
| BANKED TIME USED    | 3             | 11.63        | 10.38       | 11.63        | 9.41        | 7            | 8.44          | 7.06          | 6.38         | 5.31          | 9.88          | 0.72          |
| OFF NO PAY          | 2.5           | 0.63         | 2.19        | 0            | 2.63        | 5.5          | 18.19         | 5.38          | 0            | 3.25          | 4.63          | 90            |
| STATUTORY HOLIDAYS  | 28            | 27           | 25          | 0            | 27          | 0            | 28            | 29            | 23           | 24            | 29            | 0             |
| <b>TOTAL</b>        | <b>102.19</b> | <b>77.76</b> | <b>84.7</b> | <b>46.51</b> | <b>86.8</b> | <b>65.07</b> | <b>142.69</b> | <b>152.57</b> | <b>74.97</b> | <b>123.12</b> | <b>110.51</b> | <b>201.82</b> |

| 2017                | January      | February     | March        | April        | May          | June         | July          | August        | September    | October      | November     | December      |
|---------------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|---------------|--------------|--------------|--------------|---------------|
| WSIB                | 0            | 0            | 0            | 0            | 0            | 0            | 0             | 0             | 0            | 0            | 0            | 0             |
| W/LTD               | 15           | 12           | 23           | 5            | 2            | 14           | 20            | 0             | 0            | 0            | 17           | 32            |
| SICK DAYS           | 12.56        | 13.38        | 16           | 8.06         | 10.81        | 10.44        | 7.5           | 7.25          | 10.13        | 13.25        | 14.44        | 4.75          |
| COMPASSIONATE LEAVE | 0            | 10           | 8            | 3            | 0            | 0            | 0             | 0             | 0            | 0            | 0            | 0             |
| FLOATERS            | 9            | 8            | 7            | 4.5          | 4            | 2            | 0             | 1             | 4            | 0            | 1            | 1             |
| VACATION            | 7.25         | 16.63        | 31           | 21.13        | 28.5         | 46           | 89            | 88.25         | 42.31        | 42.63        | 20.25        | 51.63         |
| BANKED TIME USED    | 9.5          | 5.63         | 7.75         | 10.38        | 5.81         | 4.25         | 14.34         | 10.75         | 5            | 9.06         | 4.45         | 13.63         |
| OFF NO PAY          | 0.38         | 0            | 0            | 0            | 0.5          | 3.75         | 11.19         | 10.94         | 0            | 0            | 2.25         | 0.44          |
| STATUTORY HOLIDAYS  | 25           | 26           | 0            | 0            | 28           | 0.5          | 26            | 29            | 24           | 24           | 23           | 72            |
| <b>TOTAL</b>        | <b>78.69</b> | <b>91.64</b> | <b>92.75</b> | <b>52.07</b> | <b>79.62</b> | <b>80.94</b> | <b>168.03</b> | <b>147.19</b> | <b>85.44</b> | <b>88.94</b> | <b>82.39</b> | <b>175.45</b> |

| 2016                | January      | February     | March        | April        | May          | June         | July          | August        | September    | October       | November     | December      |
|---------------------|--------------|--------------|--------------|--------------|--------------|--------------|---------------|---------------|--------------|---------------|--------------|---------------|
| WSIB                | 0            | 0            | 0            | 0            | 0            | 0            | 0             | 0             | 0            | 0             | 0            | 0             |
| W/LTD               | 0            | 12           | 0            | 21           | 5            | 0            | 20            | 23            | 22           | 8             | 17           | 0             |
| SICK DAYS           | 13.56        | 13.38        | 14.88        | 12.38        | 6.25         | 7.78         | 7.5           | 5.31          | 3.13         | 10.31         | 14.44        | 9.34          |
| COMPASSIONATE LEAVE | 0            | 10           | 0            | 1            | 1            | 0            | 0             | 0             | 0            | 0             | 0            | 0             |
| FLOATERS            | 7            | 8            | 9            | 1            | 3            | 3            | 0             | 1             | 0            | 2             | 1            | 7.5           |
| VACATION            | 21.5         | 16.63        | 29           | 40.75        | 19           | 36           | 89            | 103.13        | 24.81        | 41.13         | 20.25        | 66            |
| BANKED TIME USED    | 4.38         | 5.63         | 8.63         | 6.53         | 11.69        | 7            | 14.34         | 6.38          | 22           | 14.78         | 15.44        | 11.28         |
| OFF NO PAY          | 0            | 0            | 0.63         | 0.5          | 1.25         | 8.25         | 11.19         | 4.5           | 2            | 1.84          | 2.25         | 1.75          |
| STATUTORY HOLIDAYS  | 26           | 26           | 0            | 0            | 27           | 0            | 26            | 27            | 23           | 22            | 23           | 75            |
| <b>TOTAL</b>        | <b>72.44</b> | <b>91.64</b> | <b>62.14</b> | <b>83.16</b> | <b>74.19</b> | <b>62.03</b> | <b>168.03</b> | <b>170.32</b> | <b>96.94</b> | <b>100.06</b> | <b>93.38</b> | <b>170.87</b> |

**TOWN OF FORT FRANCES**  
**Operations and Facilities Division - Environmental Area - Operations Statistics**  
**January-19**

**STAFFING:**

See Operations Statistics prepared by M. Strachan, Superintendent of Transportation

**OVERTIME HOURS** - Equivalent Straight Time Hours

See Operations Statistics prepared by M. Strachan, Superintendent of Transportation

**WATER DISTRIBUTION & WASTE WATER COLLECTION:**

See Monthly Summary (Attached)

Repaired main breaks at Calder Drive (Point Park) and Holmes Ave.

**WATER TREATMENT PLANT:**

January 2019 - In receipt of the Water Treatment Plant Monthly Report

G. Wiedenhoeft cross - training at WTP

**WASTE-WATER TREATMENT FACILITY:**

January 2019 - In receipt of the Wastewater Treatment Facility Monthly Report.

Have ordered new polymer system for Fournier press - expect April / May delivery

**WASTE MANAGEMENT:**Garbage Collection:

- Number of complaints regarding garbage collection:
- Town - 1 complaints, Asselin's - 0 complaints

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

- Amount of residential waste delivered to the landfill:
- 149,540 kg
- Amount of ICI waste delivered to the landfill:
- 387,830 kg

Recycling:

- Number of complaints regarding recycled materials:
- Town - 0 complaints, Asselin's - 1 complaint
- Amount of recycled waste diverted from the landfill:
- 44.02 tonnes Emterra

Prepared By: Craig Miller, P.Eng.



Environmental Superintendent

Date: 5/16/19

**TOWN OF FORT FRANCES**  
**Operations and Facilities Division - Environmental Area - Operations Statistics**  
**February-19**

**STAFFING:**

See Operations Statistics prepared by M. Strachan, Superintendent of Transportation

**OVERTIME HOURS - Equivalent Straight Time Hours**

See Operations Statistics prepared by M. Strachan, Superintendent of Transportation

**WATER DISTRIBUTION & WASTE WATER COLLECTION:**

See Monthly Summary (Attached)

B. Patterson attended Water Distribution Class 1 training in Dryden

Adverse routine water sample at From The Grind Up - retested ok per MECP

J. Nicolay, G. Wiedenhoeft, B. Patterson, J. Bruyere attended Rigid roter training

**WATER TREATMENT PLANT:**

February 2019 - In receipt of the Water Treatment Plant Monthly Report

MECP Annual Inspection - Feb 11, 12

R. White, B. Webb, P. Lemesurier, G. Wiedenhoeft, J. Bruyere attended Pressure Filter Training

R. White, B. Webb, P. Lemesurier, G. Wiedenhoeft, J. Bruyere attended WTP Emergency Plan Training

G. Wiedenhoeft cross - training at WTP

**WASTE-WATER TREATMENT FACILITY:**

February 2019 - In receipt of the Wastewater Treatment Facility Monthly Report.

**WASTE MANAGEMENT:**Garbage Collection:

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

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

- Amount of residential waste delivered to the landfill:
  - 124,494 kg
- Amount of ICI waste delivered to the landfill:
  - 227,790 kg

Recycling:

- Number of complaints regarding recycled materials:
  - Town - 0 complaints, Asselin's - 0 complaint
- Amount of recycled waste diverted from the landfill:
  - 29.72 tonnes Emterra

Prepared By: Craig Miller, P.Eng.

Environmental Superintendent

Date: 5/16/19

**TOWN OF FORT FRANCES**  
**Operations and Facilities Division - Environmental Area - Operations Statistics**  
**March-19**

**STAFFING:**

See Operations Statistics prepared by M. Strachan, Superintendent of Transportation

**OVERTIME HOURS** - Equivalent Straight Time Hours

See Operations Statistics prepared by M. Strachan, Superintendent of Transportation

**WATER DISTRIBUTION & WASTE WATER COLLECTION:**

See Monthly Summary (Attached)

J. Nicolay attended Water Certificate Entry Level Course (Mandatory)

G. Wiedenhoeft, P. Lemesurier, B. Patterson, J. Bruyere attended Working at Heights training

Repaired water main break on Armit Ave

All water staff attended annual WHMIS training

**WATER TREATMENT PLANT:**

March 2019 - In receipt of the Water Treatment Plant Monthly Report

Reviewed and updated all elements of DWQMS per 2.0 requirements

G. Wiedenhoeft cross - training at WTP

**WASTE-WATER TREATMENT FACILITY:**

March 2019 - In receipt of the Wastewater Treatment Facility Monthly Report.

**WASTE MANAGEMENT:**

Notified CBSA that we would no longer be accepting international waste at landfill due to site requirements from CFIA

Garbage Collection:

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

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

- Amount of residential waste delivered to the landfill:
- 166,770 kg
- Amount of ICI waste delivered to the landfill:
- 311,350 kg

Recycling:

- Number of complaints regarding recycled materials:
- Town - 0 complaints, Asselin's - 0 complaint
- Amount of recycled waste diverted from the landfill:
- 60.71 tonnes Emterra

Prepared By: Craig Miller, P.Eng.  Environmental Superintendent

Date: 5/16/19

**TOWN OF FORT FRANCES**  
**Operations and Facilities Division - Environmental Area - Operations Statistics**  
**April-19**

**STAFFING:**

See Operations Statistics prepared by M. Strachan, Superintendent of Transportation

**OVERTIME HOURS - Equivalent Straight Time Hours**

See Operations Statistics prepared by M. Strachan, Superintendent of Transportation

**WATER DISTRIBUTION & WASTE WATER COLLECTION:**

See Monthly Summary (Attached)

J. Nicolay, G. Wiedenhoeft, P. Lemesurier, B. Patterson, J. Bruyere attended DBH training

C. Miller attended JHSC training - Part 1 of 2.

Repaired sewer main on Minnie between 2nd E and 3rd E - very poor condition

**WATER TREATMENT PLANT:**

April 2019 - In receipt of the Water Treatment Plant Monthly Report

C. Miller attended DWQMS workshop in Thunder Bay

Completed DWQMS DCR's and updated DWQMS Operational Plan per 2.0 requirements

G. Wiedenhoeft cross - training at WTP

R. White gave notice for retirement effective May 31, 2019

**WASTE-WATER TREATMENT FACILITY:**

April 2019 - In receipt of the Wastewater Treatment Facility Monthly Report.

In receipt of Annual WWTP report by OCWA

**WASTE MANAGEMENT:**Garbage Collection:

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

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

- Amount of residential waste delivered to the landfill:
- 333,909 kg
- Amount of ICI waste delivered to the landfill:
- 398,166 kg

Recycling:

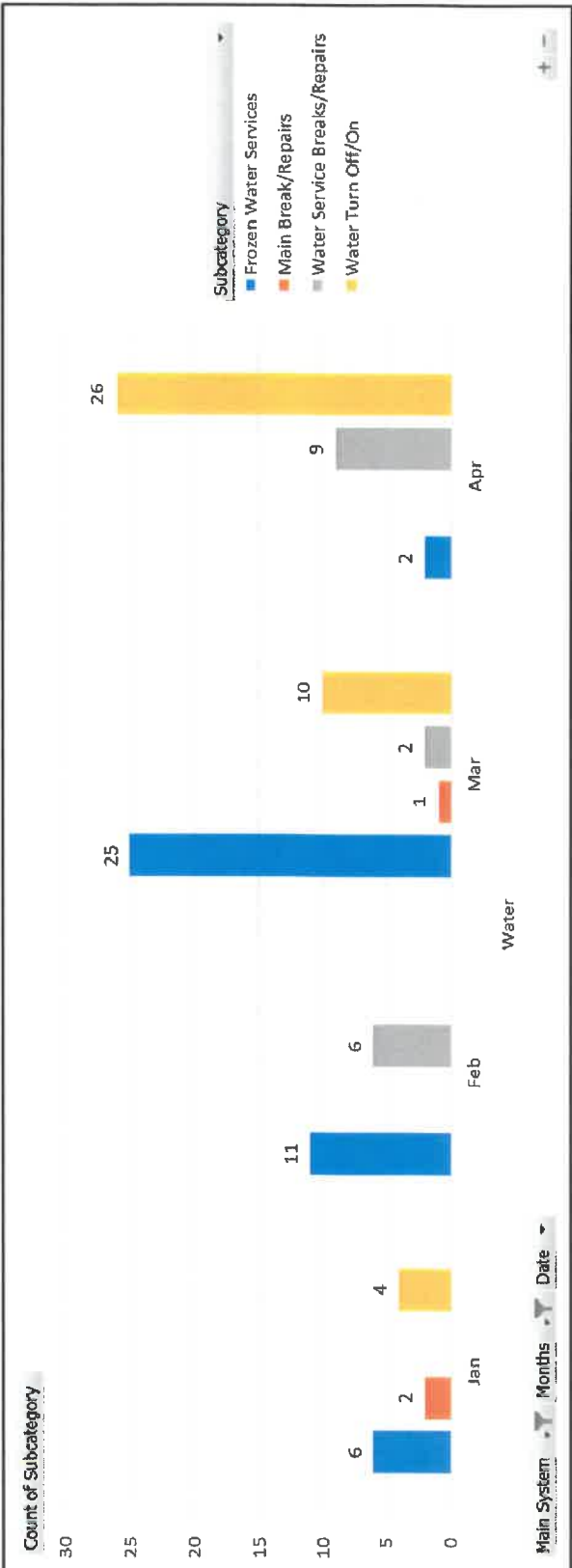
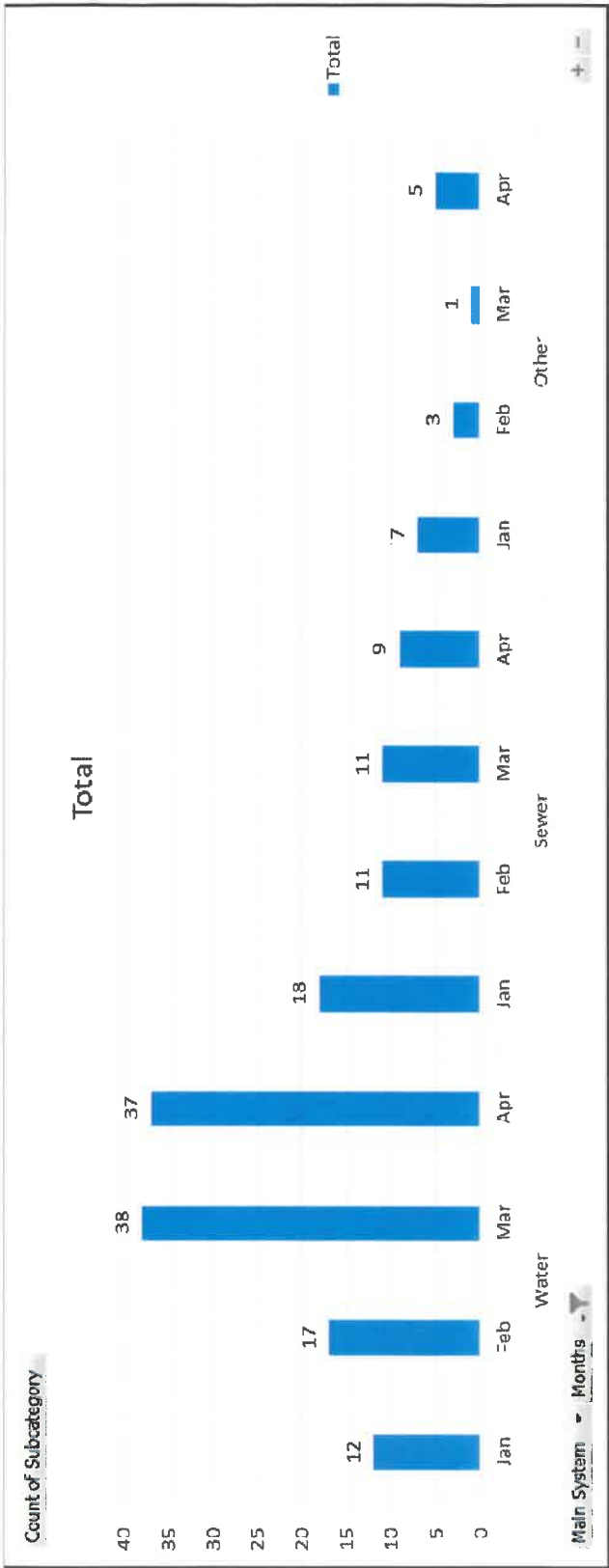
- Number of complaints regarding recycled materials:
- Town - 0 complaints, Asselin's - 0 complaint
- Amount of recycled waste diverted from the landfill:
- (No data) Emterra

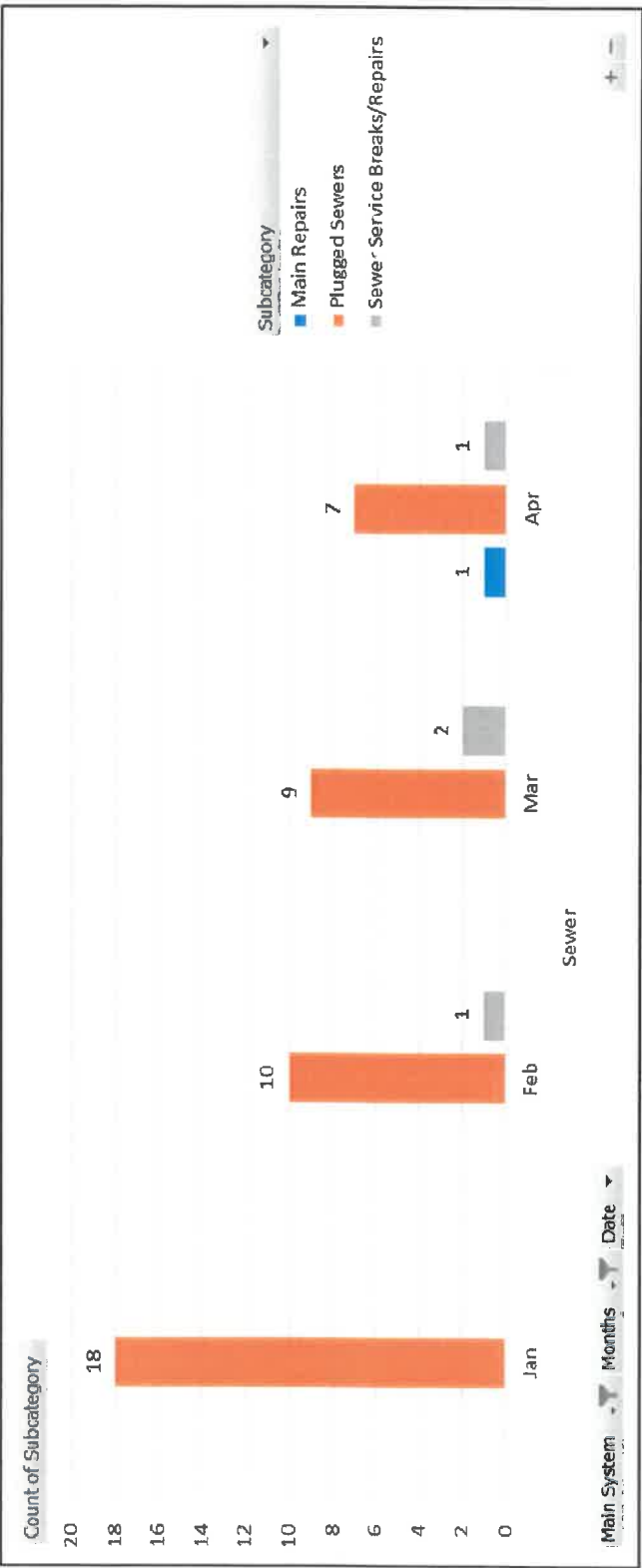
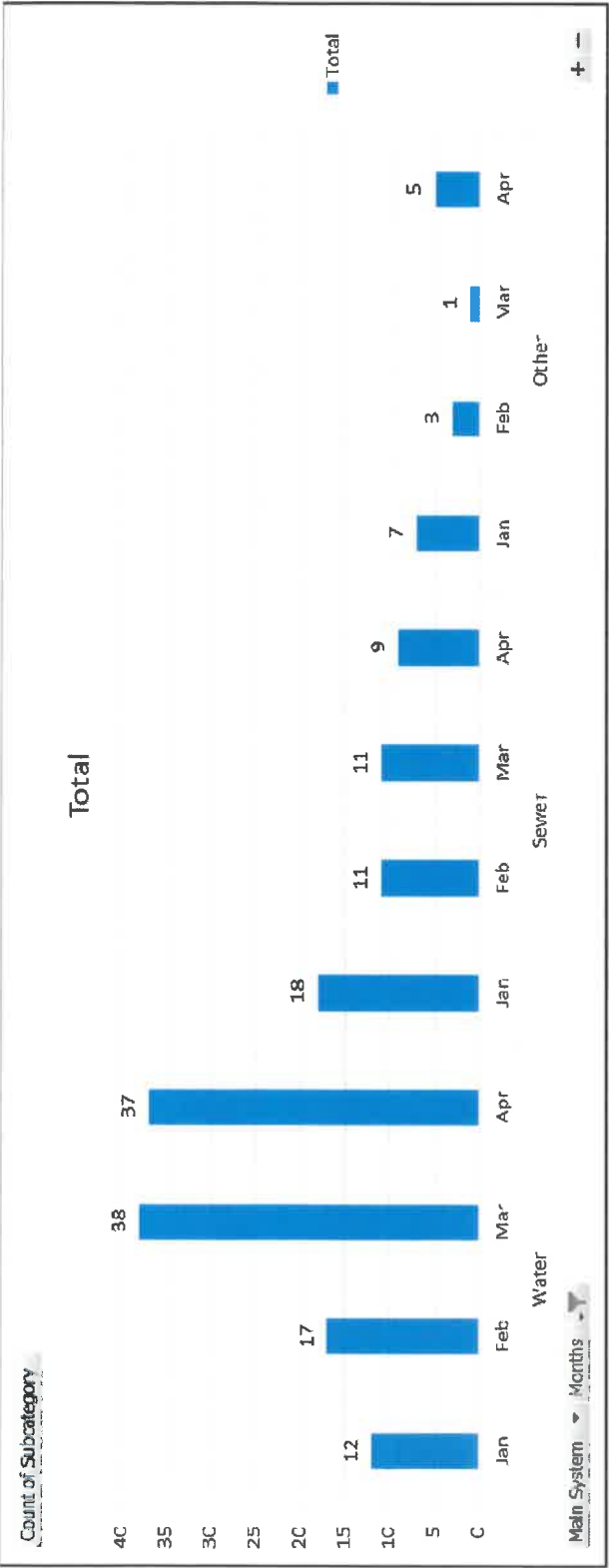
Prepared By: Craig Miller, P.Eng.

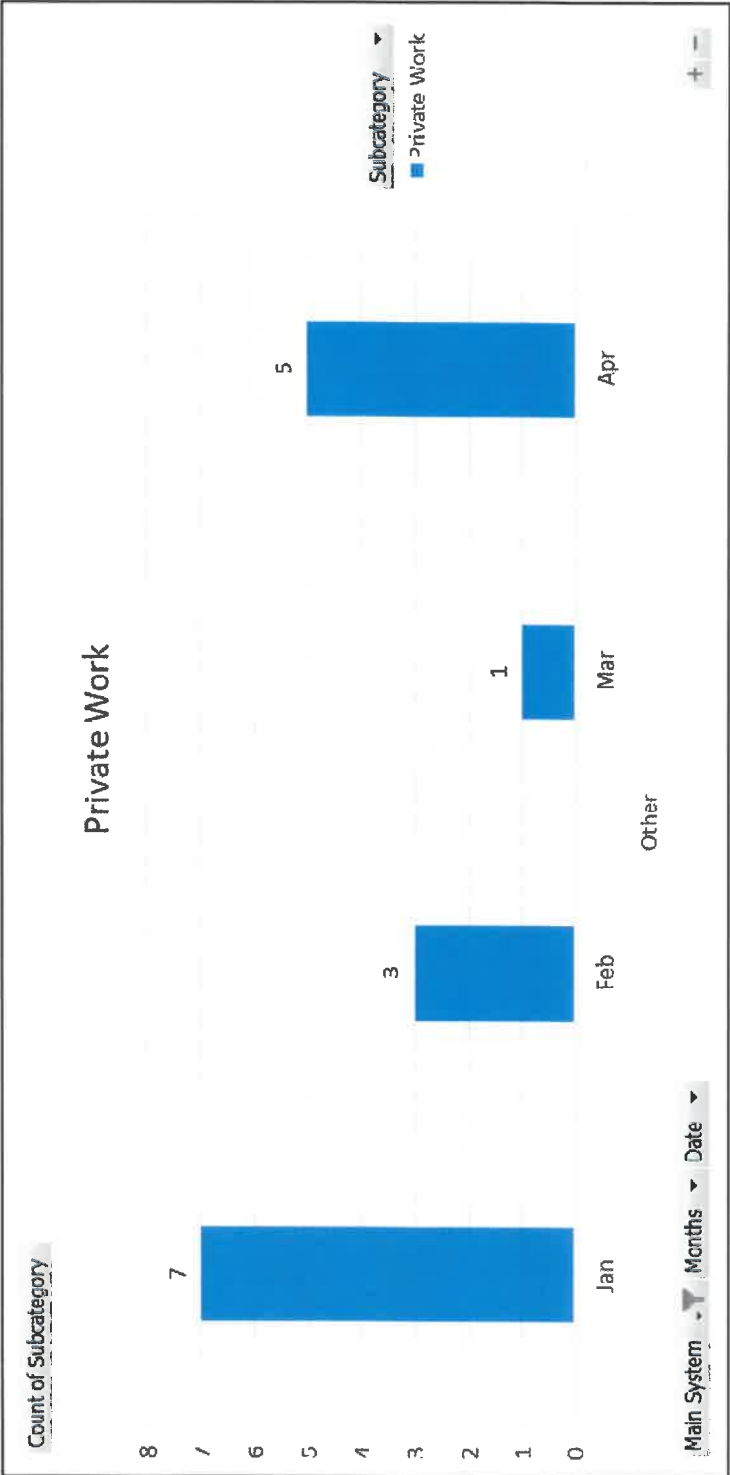
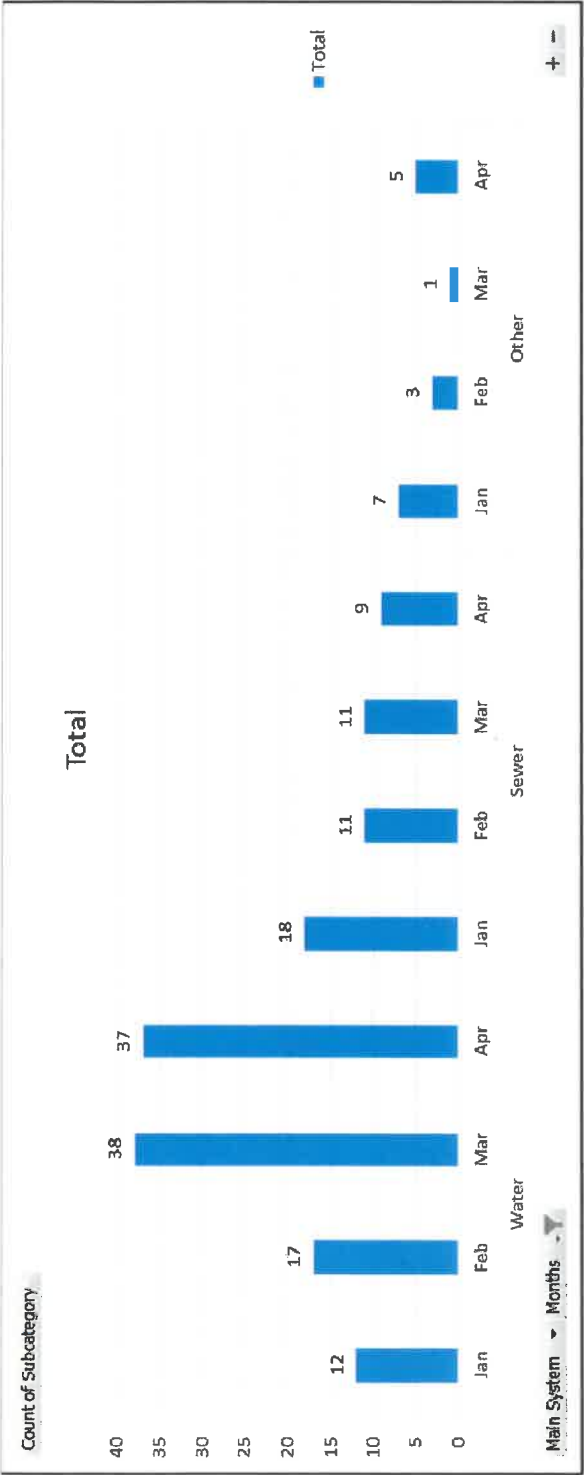
 Environmental Superintendent

Date: 5/16/19

| Count of Subcategory         |            | Column Labels |           |  |             |
|------------------------------|------------|---------------|-----------|--|-------------|
| Row Labels                   | Water      | Sewer         | Other     |  | Grand Total |
| <b>Jan</b>                   | <b>12</b>  | <b>18</b>     | <b>7</b>  |  | <b>37</b>   |
| Frozen Water Services        | 6          |               |           |  | 6           |
| Main Break/Repairs           | 2          |               |           |  | 2           |
| Plugged Sewers               |            | 18            |           |  | 18          |
| Private Work                 |            |               | 7         |  | 7           |
| Water Turn Off/On            | 4          |               |           |  | 4           |
| <b>Feb</b>                   | <b>17</b>  | <b>11</b>     | <b>3</b>  |  | <b>31</b>   |
| Frozen Water Services        | 11         |               |           |  | 11          |
| Plugged Sewers               |            | 10            |           |  | 10          |
| Private Work                 |            |               | 3         |  | 3           |
| Sewer Service Breaks/Repairs |            | 1             |           |  | 1           |
| Water Service Breaks/Repairs | 6          |               |           |  | 6           |
| <b>Mar</b>                   | <b>38</b>  | <b>11</b>     | <b>1</b>  |  | <b>50</b>   |
| Frozen Water Services        | 25         |               |           |  | 25          |
| Main Break/Repairs           | 1          |               |           |  | 1           |
| Plugged Sewers               |            | 9             |           |  | 9           |
| Private Work                 |            |               | 1         |  | 1           |
| Sewer Service Breaks/Repairs |            | 2             |           |  | 2           |
| Water Service Breaks/Repairs | 2          |               |           |  | 2           |
| Water Turn Off/On            | 10         |               |           |  | 10          |
| <b>Apr</b>                   | <b>37</b>  | <b>9</b>      | <b>5</b>  |  | <b>51</b>   |
| Frozen Water Services        | 2          |               |           |  | 2           |
| Main Repairs                 |            | 1             |           |  | 1           |
| Plugged Sewers               |            | 7             |           |  | 7           |
| Private Work                 |            |               | 5         |  | 5           |
| Sewer Service Breaks/Repairs |            | 1             |           |  | 1           |
| Water Service Breaks/Repairs | 9          |               |           |  | 9           |
| Water Turn Off/On            | 26         |               |           |  | 26          |
| <b>Grand Total</b>           | <b>104</b> | <b>49</b>     | <b>16</b> |  | <b>169</b>  |









Fort Frances WPCP  
200 McIrvine Rd  
Fort Frances, Ontario  
P9A 3S3  
Tel: 807-274-3121  
Fax: 807-274-8381

April 17, 2019,

Town of Fort Frances  
320 Portage Avenue  
Fort Frances Ontario  
P9A 3M5

Attention: Mr. Craig Miller  
Environmental and Facilities Superintendent

Dear Craig:

**Re: Fort Frances Wastewater Treatment Facility  
March 2019 Monthly Report**

As per the operating agreement, the attached document is the March 2019 monthly report for the Fort Frances Wastewater Treatment Facility.

The report highlights the influent and effluent quality and the process parameters. Additionally, the routine operation and maintenance activities conducted by the operators are summarized.

If you have any questions regarding this report do not hesitate to contact Mr. Larry Wachter – Sr. Operations Manager.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kelly C', is written over a light blue circular stamp.

Kelly Cunningham  
Team Lead

For Larry Wachter  
Sr. Operations Manager

**The Corporation of the Town of Fort Frances  
Wastewater Treatment Plant  
(Sewage Plant)  
March 2019 Monthly Operations Report**

## **INTRODUCTION**

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of March 2019; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

## **DESCRIPTION OF WORKS**

|                    |  |
|--------------------|--|
| Capacity of Works  | 9000 m <sup>3</sup> /day (average flow)  |
| Service Area       | Town of Fort Frances and Couchiching Reserve   |
| Service Population | 9000   |
| Effluent Receiver  | Rainy River  |
| Major Process      | Secondary treatment facility complete with a phosphorus removal system; ultra violet disinfection; aerobic sludge stabilization and dewatering |

The Fort Frances Sewage Treatment Plant operates under *Environmental Compliance Approval Number 6786-A44PWG*. The ECA outlines the terms and conditions, and the report captures these terms and conditions in the following sections.

## **LABORATORY**

ALS Laboratory Group – Thunder Bay is contracted to conduct the required analytical tests of the influent (raw) and effluent samples; weekly requirement.

**MARCH 2019 EFFLUENT QUALITY**

| <i>Parameters</i>                  | <i>Monthly Actual Concentration mg/L</i> | <i>Compliance Criteria Concentration mg/L</i> | <i>Performance Objective Concentration mg/L</i> | <i>Monthly Actual Loading, kg/d</i>  | <i>Compliance Criteria Loading kg/d</i> | <i>Performance Objective Loading kg/d</i>                                 |
|------------------------------------|--|---|---|--|---|---|
| CBOD <sub>5</sub>                  | 2.5 mg/L                                 | 25 mg/L                                       | 15 mg/L   | 15.0 kg/d  | 225 kg/d                                | 135 kg/d  |
| Total Suspended Solids             | 5.5 mg/L                                 | 25 mg/L                                       | 15 mg/L   | 36.0 kg/d  | 225 kg/d                                | 135 kg/d  |
| Total Phosphorus                   | 0.12 mg/L                                | 1.0 mg/L                                      | 0.9 mg/L  | 0.82 kg/d  | 9 kg/d                                  | 8.1 kg/d  |
| Total Nitrogen<br>Nitrate Nitrogen | 11.13 mg/L<br>6.30 mg/L                  |   |   |  |   |   |
| Total Cl <sub>2</sub> Residual     |  | <0.01 mg/L (when in use)                      |   |  |   |   |
| E-Coli                             |  | 16.8 count/100 ml (geometric mean )           |   | 200 count/100ml (geometric mean )  |   | E-coli not to exceed 150 organisms/100ml (monthly geometric mean density) |
| pH                                 |  |   |   | pH range 6.7 to 7.0; average pH was 6.9  |   |   |
| Temperature degrees C              |  |   |   | Temperatures ranged from 6.5 to 7.5 C; average temperature of effluent was 7.1 C |   |   |

Compliance criteria are mandatory requirements of the ECA and performance objectives are a goal to be achieved using best reasonable efforts.

**WASTEWATER LIQUID PROCESS**

The average daily flow for March was 6180.7 m<sup>3</sup>/day. This represents 69% of the design average flow. Total treated flow for the month was 191603 m<sup>3</sup>.

The Fort Frances WWTP met all effluent compliance criteria for the parameters listed above and additionally was well within the recommended more stringent monthly performance objective levels as outlined in the Environmental Compliance Approval.

\*\*The Town of Fort Frances accepted an additional 231.9 m<sup>3</sup> of sewage from the New Gold mine site into the collection system. Lab analyses have not been provided.

## **MAINTENANCE**

The operators performed the routine operations and maintenance at the treatment plant and pumping stations. The activities are highlighted as follows and a summary will be included:

### **Treatment Plant:**

- Alternated lead/lag pumps
- Adjusted fluidizing water to head cell and grit snail as needed
- Greased all blowers
- Regular cleaning of head works EW basket strainer
- Greased Grit Snail and lubricated drive chain
- Monthly inspection of spiral screen access hatch, removed wrapped debris
- Weekly manifold wash on the Fournier press
- Drained and inspected teacup, hosed snail
- Replaced belts in both head works air handlers
- Wiped DO probes
- Changed oil blowers 3 and 4
- Replaced air filter blower 5
- RAS pump 2 failed and was replaced
- New DO controller was installed
- Cross collector 2 was repaired and 1 link removed from flight chain
- Lakeside Controls replaced a failed DeltaV VIM card

### **Pump Stations:**

- Ran gensets
- Changed seal water strainers

## **PROCESS AND OPTIMIZATION ISSUES**

A new progressive cavity polymer pump and VFD have been ordered from Fournier. Fournier will be handling the installation and commissioning.

## **SLUDGE SUMMARY**

Dennis Robinson Limited hauled a calculated total of 109.2 m<sup>3</sup> (10 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 16.3 % TS for the month but slump test results from the landfill have not been provided. The Fournier press ran for 134 hours in February.

## **COMPLAINTS**

There were no complaints during the report period.

## **BYPASS/OVERFLOW REPORT(S)**

There were no bypass events during the month.

## **COMMENTS**

Plant power consumption for the month was 609 (x 180 multiplier) kWh.

The Fournier press has been operated for 355 hours in 2019 (119 in January, 102 in February and 134 in March).

## **REPORTS**

ALS – Environmental Analytical Reports (on-file at plant)

Fort Frances WPCP Equipment Run Time Report (on-file at plant)

Bypass Report (on-file at plant as per occurrence)

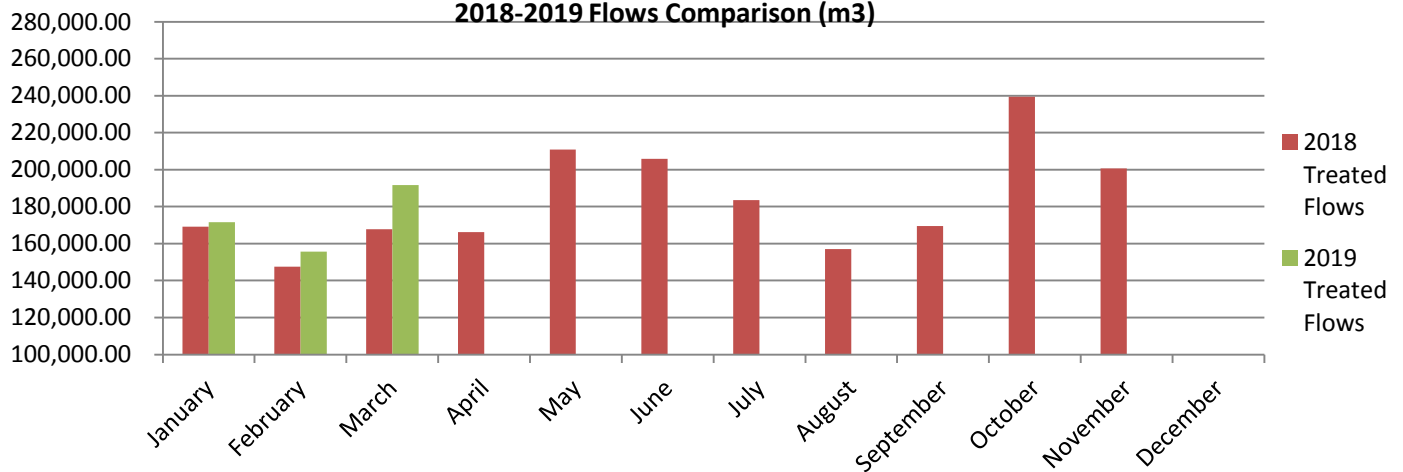
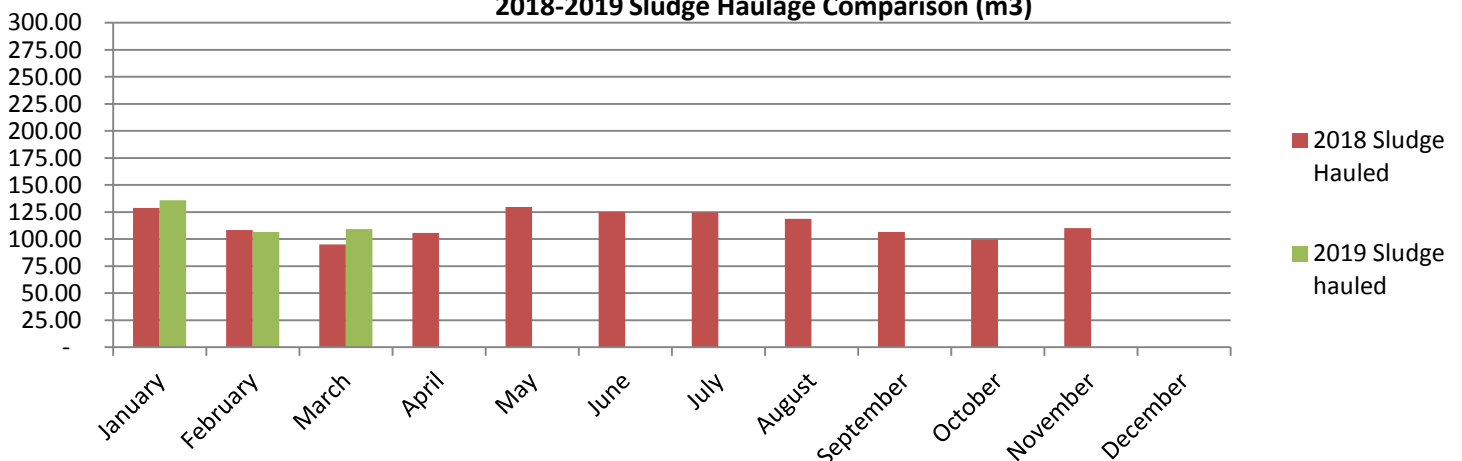
Incident Report (on-file at plant as per occurrence)

| Month     | Sewage Flows Year 2019 |         |           |           |        | Usage    | Calculated | Sludge | Removal Efficiency           |  |
|-----------|------------------------|---------|-----------|-----------|--------|----------|------------|--------|------------------------------|--|
|           | Avg. Day               | Max Day | Total     | Total     | Total  | % Plant  | Volume     | Bins   | CBOD5 0.977516779            |  |
|           | Flow                   | Flow    | Treated   | ByPass    | Volume | Capacity | Hauled     | Hauled | Suspended Solids 0.972136902 |  |
|           | m3                     | m3      | Volume ML | Volume ML | ML     |          | M3         |        | Total Phosphorus 0.957295374 |  |
| January   | 5536.2                 | 5933    | 171621    |           | 171621 | 62%      | 136        | 14     |                              |  |
| February  | 5561.0                 | 6023    | 155707    |           | 155707 | 62%      | 106.7      | 12     |                              |  |
| March     | 6180.7                 | 8247    | 191603    |           | 191603 | 69%      | 109.2      | 10     |                              |  |
| April     |                        |         |           |           |        | 0%       |            |        |                              |  |
| May       |                        |         |           |           |        | 0%       |            |        |                              |  |
| June      |                        |         |           |           |        | 0%       |            |        |                              |  |
| July      |                        |         |           |           |        | 0%       |            |        |                              |  |
| August    |                        |         |           |           |        | 0%       |            |        |                              |  |
| September |                        |         |           |           |        | 0%       |            |        |                              |  |
| October   |                        |         |           |           |        | 0%       |            |        |                              |  |
| November  |                        |         |           |           |        | 0%       |            |        |                              |  |
| December  |                        |         |           |           |        | 0%       |            |        |                              |  |
| Sum       |                        |         |           | 0         | 518931 |          | 351.9      | 36     |                              |  |
| Average   | 5759                   |         | 172977    |           | 172977 | 64%      | 117.3      | 12.0   |                              |  |
| Max       |                        | 8247    | 191603    |           | 191603 |          |            | 14     |                              |  |
| ECA       | 9000                   | 18000   |           |           |        |          |            |        |                              |  |

|           | BOD5/CBOD5 |           |           | Suspended Solids |           |           | Total Phosphorus |           |           | Nitrogen |           | E. Coli  |
|-----------|------------|-----------|-----------|------------------|-----------|-----------|------------------|-----------|-----------|----------|-----------|----------|
|           | Avg. Raw   | Avg. Eff. | Avg. Load | Avg. Raw         | Avg. Eff. | Avg. Load | Avg. Raw         | Avg. Eff. | Avg. Load | Avg. Raw | Avg. Eff. | Geo Mean |
| Month     | BOD        | CBOD      | CBOD      | S.S              | S.S       | S.S       | T.P              | T.P       | T.P       | TKN      | Total N   | Counts   |
|           | (mg/L)     | (mg/L)    | (kg/day)  | (mg/L)           | (mg/L)    | (kg/day)  | (mg/L)           | (mg/L)    | (kg/day)  | (mg/L)   | (mg/L)    | /100ml   |
| January   | 110.2      | 2.1       | 11.5      | 160.1            | 3.9       | 21.4      | 2.52             | 0.12      | 0.69      | 20.9     | 8.8       | 11.5     |
| February  | 103.8      | 2.1       | 11.7      | 152.9            | 3.3       | 18.2      | 3.61             | 0.12      | 0.67      | 19.3     | 9.9       | 16.8     |
| March     | 84.0       | 2.5       | 15.0      | 142.8            | 5.5       | 36.0      | 2.30             | 0.12      | 0.82      | 18.2     | 11.1      | 16.8     |
| April     |            |           |           |                  |           |           |                  |           |           |          |           |          |
| May       |            |           |           |                  |           |           |                  |           |           |          |           |          |
| June      |            |           |           |                  |           |           |                  |           |           |          |           |          |
| July      |            |           |           |                  |           |           |                  |           |           |          |           |          |
| August    |            |           |           |                  |           |           |                  |           |           |          |           |          |
| September |            |           |           |                  |           |           |                  |           |           |          |           |          |
| October   |            |           |           |                  |           |           |                  |           |           |          |           |          |
| November  |            |           |           |                  |           |           |                  |           |           |          |           |          |
| December  |            |           |           |                  |           |           |                  |           |           |          |           |          |
| Average   | 99.3       | 2.2       | 12.7      | 151.9            | 4.2       | 25.2      | 2.8              | 0.12      | 0.73      | 19.5     | 9.9       | 15.0     |
| Max       | 110.2      | 2.5       | 15.0      | 160.1            | 5.5       | 36        | 3.6              | 0.12      | 0.82      | 20.9     | 11.1      | 16.8     |
| ECA       |            | 25        | 225       |                  | 25        | 225       |                  | 1.0       | 9.0       |          |           | 200      |

**2018-2019 Comparison Chart**

| Month         | 2018 Treated Sewage | 2019 Treated Sewage | % Variance 2018 to 2019 | 2018 Hauled Sludge | 2019 Hauled Sludge | % Variance 2018 to 2019 |
|---------------|---------------------|---------------------|-------------------------|--------------------|--------------------|-------------------------|
|               | m3                  | m3                  | m3                      | m3 (calculated)    | m3 (calculated)    | m3                      |
| January       | 169,201.00          | 171,621.00          | 1%                      | 128.90             | 136.00             | 6%                      |
| February      | 147,497.00          | 155,707.00          | 5%                      | 108.30             | 106.70             | -1%                     |
| March         | 167,707.00          | 191,603.00          | 12%                     | 95.00              | 109.20             | 15%                     |
| April         | 166,292.00          |                     | #DIV/0!                 | 105.70             |                    | -100%                   |
| May           | 210,932.00          |                     | #DIV/0!                 | 129.70             |                    | -100%                   |
| June          | 205,818.00          |                     | #DIV/0!                 | 125.30             |                    | -100%                   |
| July          | 183,465.00          |                     | #DIV/0!                 | 124.70             |                    | -100%                   |
| August        | 157,126.00          |                     | #DIV/0!                 | 118.60             |                    | -100%                   |
| September     | 169,565.00          |                     | #DIV/0!                 | 106.50             |                    | -100%                   |
| October       | 239,494.00          |                     | #DIV/0!                 | 99.60              |                    | -100%                   |
| November      | 200,745.00          |                     | #DIV/0!                 | 110.10             |                    | -100%                   |
| December      |                     |                     |                         |                    |                    |                         |
| <b>Totals</b> | <b>2,017,842.00</b> |                     | <b>#DIV/0!</b>          | <b>1,252.40</b>    | <b>351.90</b>      | <b>-72%</b>             |

**2018-2019 Flows Comparison (m3)****2018-2019 Sludge Haulage Comparison (m3)**



101 King Street, 2<sup>nd</sup> Floor- Unit D  
 P.O. Box 819  
 Longlac, Ontario. P0T 2A0  
 Tel: 807 876-1141  
 Fax: 807 876-2560  
 www.ocwa.com

March 25, 2019

Ministry of the Environment  
 Thunder Bay Regional Office  
 435 James St. South  
 Thunder Bay ON  
 P7E 6S7

Attention: Mr. Dave Manol  
 Water Compliance Supervisor (A)

**Re: 2018 Performance Report for Fort Frances Sewage Treatment Plant**

Dear Mr. Manol:

Attached is the 2018 Performance Report for the **Fort Frances Sewage Treatment Plant** located in the Town of Fort Frances. This report has been completed in accordance with Condition No. 10 (5) cited in *Amended Environmental Compliance Approval Number 6786-A44PWG* dated January 6 2016 and issued to the Town of Fort Frances.

This report was prepared by the Ontario Clean Water Agency on behalf of the Town of Fort Frances based on the information kept on record by OCWA at the Fort Frances Sewage Treatment Plant location; and the report covers the period from January 1 to December 31, 2018.

Should you have any questions or comments in regards to this annual report, please do not hesitate to contact David Hoffman at 807-876-1141 ext 325.

Yours truly,

A handwritten signature in blue ink, appearing to read 'L. Wachter', with a long horizontal stroke extending to the right.

Larry Wachter  
 Operations Manager  
 Ontario Clean Water Agency  
 Northwestern Ontario Hub

Copy to: Craig Miller– Fort Frances Environmental and Facilities Superintendent  
 Operations Staff – Fort Frances Sewage Treatment Plant

# 2018 Annual Report

## Fort Frances

### Wastewater Treatment Plant

Prepared by the Ontario Clean Water Agency



**Ontario Clean Water Agency**  
**Agence Ontarienne Des Eaux**

**The Corporation of the Town of Fort Frances  
Wastewater Treatment Plant  
(Sewage Plant)  
2018 Annual Report**

## **Introduction**

In accordance with the Amended Environmental Compliance Approval Number 6786-A44PWG section 10(5), the Town of Fort Frances Wastewater Treatment Plant is required to prepare an annual performance report. The 2018 annual performance report summarizes important information regarding the treatment quality of the effluent wastewater, analytical test results, relevant activities and maintenance operations of the Works.

## **Description of the Works**

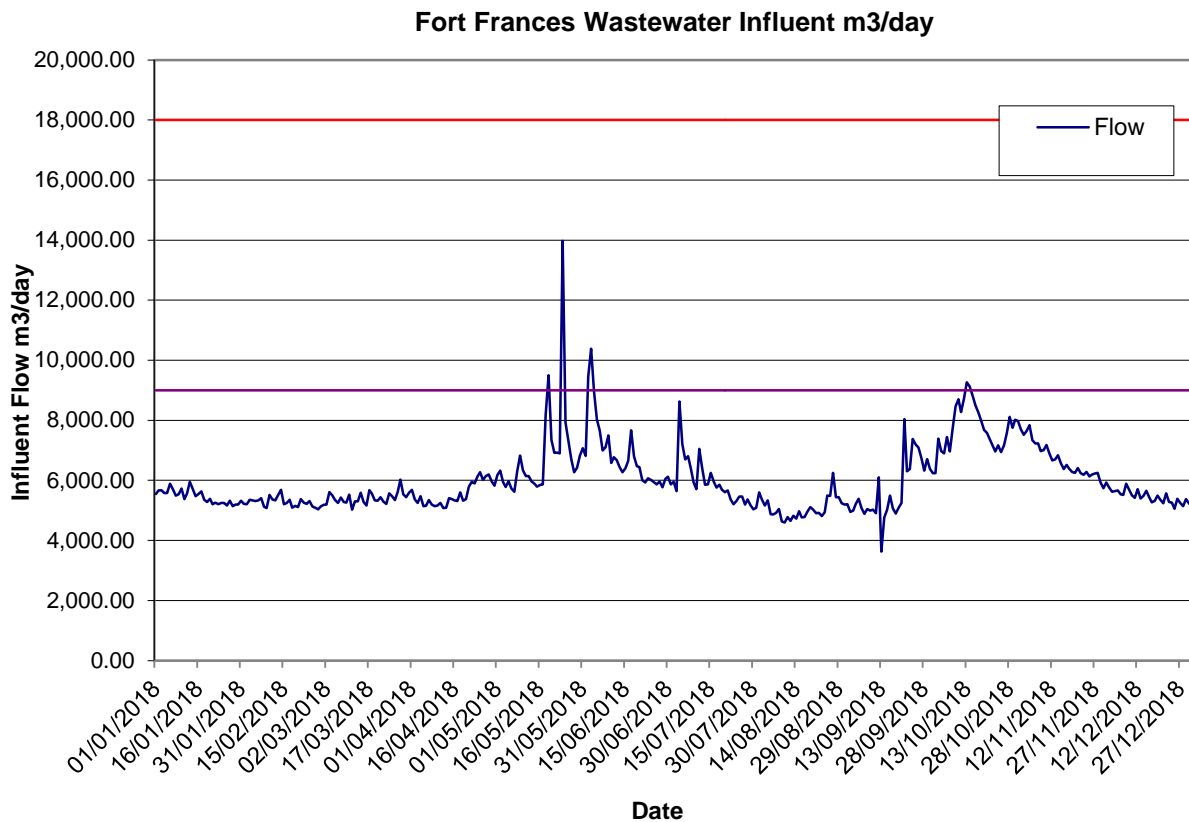
|                    |  |
|--------------------|--|
| Capacity of Works  | 9000 m <sup>3</sup> /day (average flow) Peak 18000 m <sup>3</sup> /day   |
| Service Area       | Town of Fort Frances and Couchiching Reserve   |
| Service Population | 9000   |
| Effluent Receiver  | Rainy River  |
| Major Process      | Secondary treatment facility complete with a phosphorus removal system; ultra violet disinfection; aerobic sludge stabilization and dewatering |

## **1. Summary and Comprehensive Interpretation of Data**

| <b>Flow Summary</b>               | <b>2014</b> | <b>2015</b> | <b>2016</b> | <b>2017</b> | <b>2018</b> | <b>5-yr avg.</b> |
|-----------------------------------|-------------|-------------|-------------|-------------|-------------|------------------|
| Avg. Day m <sup>3</sup> /day      | 7646        | 5942        | 6731        | 6476        | 5988        | 6557             |
| Design m <sup>3</sup> /day        | 9000        | 9000        | 9000        | 9000        | 9000        | 9000             |
| Utilization<br>(Avg. Day/ Design) | 85%         | 66%         | 75%         | 72%         | 67%         | 74 %             |
| Max Day m <sup>3</sup> /day       | 21000*      | 15983       | 18874       | 12238       | 13977       | 16414            |
| Max Day Factor                    | 2.7         | 2.7         | 2.8         | 1.9         | 2.3         | 2.5              |

\* Estimated volume

The daily flow of influent into the Fort Frances Wastewater treatment plant is presented in the following graph.



The peak flow occurred on May 24 2018. The peak flow through the treatment plant was 13977m<sup>3</sup>/day. The flow through the plant exceeded the design flow of 9000 m3/day on two days in May, two days in June, two days in October for 2018.

The daily analytical and process data for the plant is attached as the Monthly Operations Summary. This data is summarized in the Annual Summary also attached to the report.

In the following table the Carbonaceous Biochemical Oxygen Demand, Suspended Solids and Total Phosphorus are compared to the Certificate of Approval effluent concentrations and loadings as specified in section 7.

| Month        | CBOD5     |           | Suspended Solids |           | Total Phosphorus |           | E. Coli  | pH      |         |
|--------------|-----------|-----------|------------------|-----------|------------------|-----------|----------|---------|---------|
|              | Avg. Eff. | Avg. Load | Avg.Eff.         | Avg. Load | Avg. Eff.        | Avg. Load | Geo Mean | Monthly | Monthly |
|              | CBOD      | CBOD      | S.S              | S.S       | T.P              | T.P       | Counts   | Minimum | Maximum |
|              | (mg/L)    | (kg/day)  | (mg/L)           | (kg/day)  | (mg/L)           | (kg/day)  | /100ml   |         |         |
| January      | 3.3       | 18.1      | 6.4              | 34.8      | 0.22             | 1.19      | 69.5     | 7.3     | 7.9     |
| February     | 2.5       | 13.0      | 6.2              | 32.5      | 0.17             | 0.87      | 14.1     | 7.1     | 7.8     |
| March        | 3.1       | 16.7      | 7.6              | 41.4      | 0.16             | 0.86      | 14.1     | 6.9     | 7.5     |
| April        | 5.1       | 28.1      | 5.9              | 32.7      | 0.16             | 0.86      | 32.8     | 7.0     | 7.7     |
| May          | 2.6       | 15.9      | 8.2              | 56.3      | 0.20             | 1.36      | 67.7     | 7.3     | 7.8     |
| June         | 3.0       | 22.3      | 6.5              | 46.5      | 0.14             | 0.97      | 21.7     | 7.3     | 7.9     |
| July         | 2.0       | 11.1      | 2.8              | 17.1      | 0.08             | 0.46      | 7.3      | 7.4     | 7.8     |
| August       | 2.0       | 10.6      | 3.0              | 15.6      | 0.16             | 0.81      | 16.4     | 7.3     | 8.0     |
| September    | 2.3       | 13.2      | 3.7              | 20.4      | 0.13             | 0.74      | 6.7      | 7.6     | 7.9     |
| October      | 2.0       | 15.3      | 2.5              | 20.3      | 0.12             | 0.90      | 10.0     | 7.6     | 8.0     |
| November     | 2.0       | 13.3      | 2.8              | 19.1      | 0.10             | 0.68      | 11.9     | 7.2     | 8.0     |
| December     | 2.2       | 11.6      | 3.1              | 16.6      | 0.11             | 0.60      | 10       | 6.9     | 7.3     |
| Average      | 2.7       | 15.8      | 4.5              | 29.4      | 0.15             | 0.86      | 23.5     | 7.2     | 7.8     |
| Max (Min)    | 5.1       | 28.1      | 7.8              | 56.3      | 0.22             | 1.36      | 69.5     | (6.9)   | 8       |
| C of A Limit | <25       | <225      | <25              | <225      | <1               | <9        | <200     | >6.0    | <9.5    |
| C of A Obj.  | <15       |           | <15              |           | <0.9             |           | <150     |         |         |

The Certificate of Approval Limits for CBOD5 and suspended solids are 25 mg/l with an objective target of 15 mg/l and loading limits of less than 225 kg/day. The levels for total phosphorus are less than 1 mg/l and a loading limit of 9 kg/day. In the reporting year 2018, CBOD<sub>5</sub>, suspended solids and total phosphorus concentration limits and loading limits met both the Certificate of Approval limits and the objectives.

The Certificate of Approval states the pH of the effluent shall be maintained between 6.0 and 9.5, inclusive, at all times. The pH during this period was a high of 8.0 and a low of 6.9. The pH met the requirements of the Certificate of Approval in 2018.

The Certificate of Approval also requires the E-coli results to be less than 200 organisms per 100 ml and an objective of less than 150 organisms per 100 ml as a monthly geometric mean density. The effluent met the limit targets and objective targets with a maximum monthly geometric mean density of 69.5 organisms per 100 ml.

## 2. Effluent Quality Assurance or Control Measures

The effluent sample is a 24 hour composite sampled downstream of the UV disinfection system. The influent and effluent samplers are set to collect samples at a frequency of at the least one sample per hour interval.

The operators send weekly influent and effluent samples to ALS Laboratories in Thunder Bay. The effluent samples are analyzed for carbonaceous biochemical oxygen demand, total phosphorus, ammonia, total nitrogen, and nitrates. E-coli are sampled from the effluent only. The influent samples are tested for biochemical oxygen demand, total Kjeldahl nitrogen and total phosphorus. The digester contents are analyzed on an annual basis.

Suspended solids are sampled and tested in house on both influent and effluent and total phosphorus is tested on the effluent. The plant operators perform in-house laboratory testing for several other process parameters to monitor plant performance.

## 3. Maintenance

The operators performed required routine maintenance through the 2018 period. Additional maintenance activities conducted during the year are as follows:

### Treatment Plant:

- Thawed frozen sump line in aeration channel
- Removed ice from manhole 8 grating
- Thawed frozen sump line in aeration channel
- Replaced missing linkage from polymer water proportioning valve
- Garage floor drain was repaired by town plumber
- Replaced the UPS for the main plant controller panel
- New sump pump 2 replaced main building basement
- Installed spare DO probe in cell #1
- Replaced RAS pump #1 with spare
- Replaced the motor on blower #3
- Shear pin was replaced longitudinal clarifier drive #2
- Removed large rag ball from clarifier #2 inlet channel
- Replaced Aeration cell #1 recirculation pump LRP 3-1-2 @ 11900 hrs with spare
- Replaced Digester transfer pump STP 10-3 @ 31940 hrs with spare (John Gavel Crane)
- New garage lighting was installed by Cannect Electric
- New UPS was installed for Head Works CP-2
- Spiral screen drive flange connection failed and was repaired
- The VFD and control valves were installed for blower 3 and Lakeside did programming.
- Two factory calibrated DO probes were installed in aeration cells

- Software was updated in the DO controller
- The Delta V SCADA system was upgraded by Lakeside Controls.

### **Pump Stations:**

- Replaced the generator batteries at Central Avenue lift station
- Installed rebuilt pump 2 at Central Avenue lift station
- Pulled pump 3 at Fifth Street lift station and sent out for repair
- Installed rebuilt pump 3 at 5<sup>th</sup> Street lift station
- Fuel filters were replaced on all lift station gensets by Peterbilt
- A PLC power supply failure at Central Avenue lift station was diagnosed and remedied
- Water pump was repaired on 5<sup>th</sup> Street lift station genset by Peterbilt

## **4. Operational issues**

The Town of Fort Frances has accepted 2195.7 m<sup>3</sup> of untested sewage from the New Gold mine site into the collection system in 2018. The additions were made in every month in the year. The operators of the wastewater plant are not aware of when the addition sewage material is added to the town collection system. Additional testing of the sewage from the New Gold mine has been requested but the results of the testing have not been provided to the Fort Frances wastewater plant operators.

The sludge haulage/transportation contract with Hammond Landscaping came to an end in late 2014. The Town of Fort Frances installed a Fournier rotary press designed to dewater the sludge and allow for the hauled sludge to meet the MOE criteria for landfill disposal without further drying. A new ECA was received from the MOE on January 6 2016 allowing for the installation of the new dewatering equipment. The new equipment began processing sludge on September 19 2016.

Optimization of the sludge dewatering process using the new equipment has been continuing in 2018.

A Fournier press technician visited the plant August 1st and 2nd to give us some suggestions for optimization. He recommends a water heater be installed for polymer dilution water and that the sludge be tested in colder weather for SVI and filaments that could potentially impede drainage. Ongoing pumping issues with the LMI polymer pumps have made it necessary to delay trials of alternate polymer samples. A screw pump is being looked at as a replacement. A new progressive cavity polymer pump and VFD have been ordered from Fournier. Fournier will be handling the installation and commissioning.

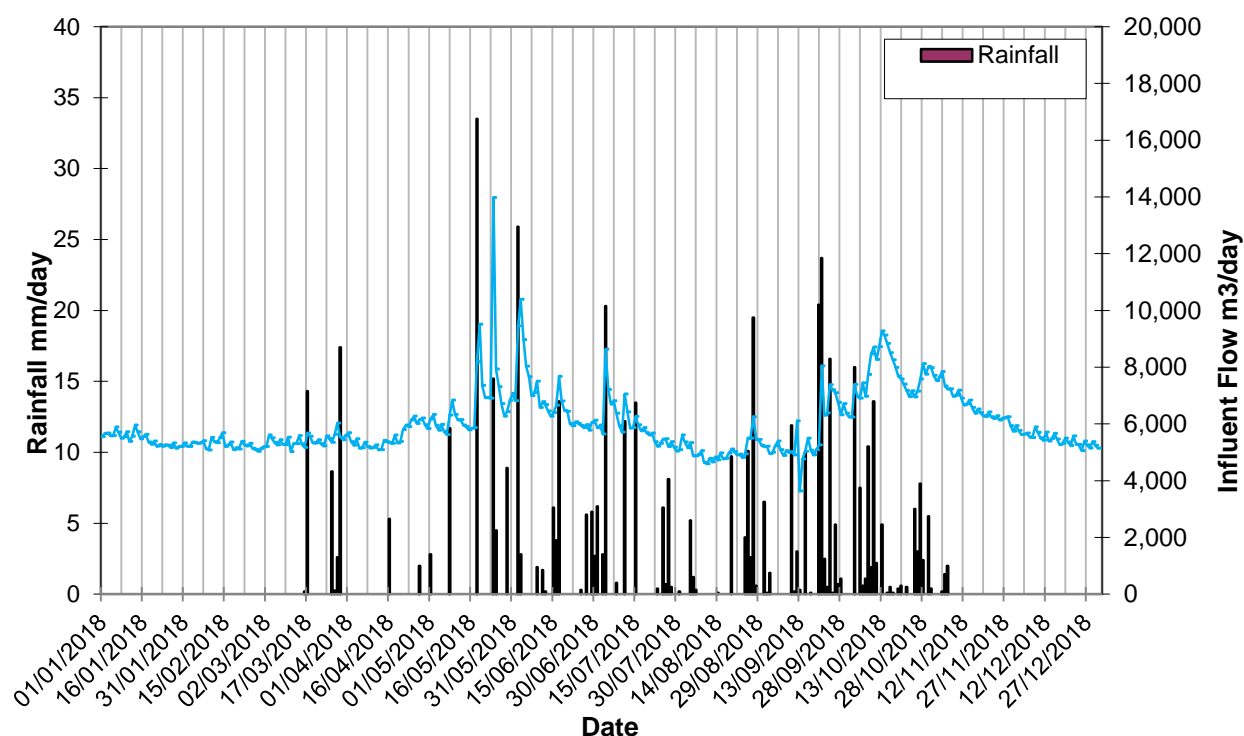
There was one reported bypass during 2018. A power interruption at the plant resulted in 1410 m<sup>3</sup> of effluent not being disinfected by the UV disinfection equipment. The normal grit separation and aeration systems were also not functioning. A manual bar screen was used in the headworks and a back-up sodium hypochlorite pump injected disinfectant into the plant UV effluent channel. This event occurred on June 10 2018 and lasted for 5 hours and 13 minutes.

There was no community complaints received during the period of this report.

The weekly samples from December 27th arrived at the lab on December 31st which exceeded the 48 hour hold time for e-coli testing but the delayed tests were within limits. Operations staff had tried to fly the samples to Thunder Bay but flights were cancelled due to snow storm and then the couriers had difficulty with weather and holiday schedules.

A graph of the influent flows and rainfall as recorded at the Fort Frances Airport sourced from Environment Canada is included illustrating several rainfall events closely correlating to influent flow spikes. There were a number of rainfall data gaps in the Environment Canada database; these were supplemented by data from the International Falls Airport. The highest rainfall event occurred on May 18 2018 with a recorded rainfall amount of 33.5 mm. The flow at the sewage plant was 8189 m<sup>3</sup> on May 18 and 9505 m<sup>3</sup> May 19 2018. The peak flow of 13977m<sup>3</sup> was recorded on May 24 2018 with a rainfall of 15.2 mm. The rainfall in the town may have been higher than the recorded value as the airport is located outside of the town.

**Rainfall vs influent Flow 2018**



## 5. Sludge Generation and Disposal

In the past, the sludge was processed in drying beds for use as an organic soil conditioner at a sod farm. This arrangement ended in November 2014. A new Fournier Rotary Press was installed and in operation as of September 19 2016 decreasing the water content of the sludge for disposal at the landfill. The rotary press operated for 1349 hours in 2018.

### Sludge Volume Hauled in 2018

| Month        | Total Volume( m3) |
|--------------|-------------------|
| January      | 128.9             |
| February     | 108.3             |
| March        | 95.0              |
| April        | 105.7             |
| May          | 129.7             |
| June         | 125.3             |
| July         | 124.7             |
| August       | 118.6             |
| September    | 106.5             |
| October      | 99.6              |
| November     | 110.1             |
| December     | 90.7              |
| <b>Total</b> | <b>1343.1</b>     |

There was 1343.1 m<sup>3</sup> of sludge generated and hauled in 2018 with an average of 111.9 m<sup>3</sup> per month. The sludge analytical sample results for 2018 are appended to this report.

The Town of Fort Frances installed a Fournier rotary press designed to dewater the sludge and allow for the hauled sludge to meet the MOE criteria for landfill disposal without further drying. The new equipment began processing sludge on September 19 2016. The sludge will continue to be disposed in the municipal landfill site.

The optimization of the dewatering process continued in 2018. Fournier recommended a water heater be installed for polymer dilution water and that the sludge be tested in colder weather for SVI and filaments that could potentially impede drainage. Ongoing pumping issues with the LMI polymer pumps have made it necessary to delay trials of alternate polymer samples. A screw pump is being looked at as a replacement. A new progressive cavity polymer pump and VFD have been ordered from Fournier. Fournier will be handling the installation and commissioning. The only anticipated potential changes to volumes of sludge hauled from the system are dependent on further optimization of the dewatering process.

## **6. Calibrations**

The owner shall maintain a continuous flow-measuring device to measure the flow rate within an accuracy of +/- 5% of actual rate of flow within the range of 10% to 100% of the full-scale reading of the measuring devices.

In 2018, calibration of the plant bypass weir was completed on July 10 2018 and effluent parshall flume was completed on August 13 2018; results attached to this report. Both flow measuring devices passed the verification testing.

## **2018 Annual Summary Report**

## 2018 Fort Frances Wastewater

| Month     | Sewage Flows Year 2018 |                       |                               |                              |                       | Usage<br>% Plant<br>Capacity | Calculated<br>Volume<br>Hauled | Sludge |        | Removal Efficiency |                  |                  |
|-----------|------------------------|-----------------------|-------------------------------|------------------------------|-----------------------|------------------------------|--------------------------------|--------|--------|--------------------|------------------|------------------|
|           | Avg. Day<br>Flow<br>m3 | Max Day<br>Flow<br>m3 | Total<br>Treated<br>Volume ML | Total<br>ByPass<br>Volume ML | Total<br>Volume<br>ML |                              |                                | Bins   | Hauled | CBOD5              | Suspended Solids | Total Phosphorus |
|           |                        |                       |                               |                              |                       |                              |                                |        |        | 0.971615527        | 0.968367732      | 0.943438914      |
| January   | 5458.1                 | 5955                  | 169201                        |                              | 169201                | 61%                          | 128.9                          | 13     |        |                    |                  |                  |
| February  | 5267.8                 | 5685                  | 147497                        |                              | 147497                | 59%                          | 108.3                          | 11     |        |                    |                  |                  |
| March     | 5409.9                 | 6024                  | 167707                        |                              | 167707                | 60%                          | 95.0                           | 9      |        |                    |                  |                  |
| April     | 5543.1                 | 6269                  | 166292                        |                              | 166292                | 62%                          | 105.7                          | 11     |        |                    |                  |                  |
| May       | 6804.3                 | 13977                 | 210932                        |                              | 210932                | 76%                          | 129.7                          | 12     |        |                    |                  |                  |
| June      | 6860.6                 | 10382                 | 205818                        | 1410                         | 205818                | 76%                          | 125.3                          | 13     |        |                    |                  |                  |
| July      | 5918.2                 | 8623                  | 183465                        |                              | 183465                | 66%                          | 124.7                          | 12     |        |                    |                  |                  |
| August    | 5068.6                 | 6250                  | 157126                        |                              | 157126                | 56%                          | 118.6                          | 12     |        |                    |                  |                  |
| September | 5652.2                 | 8044                  | 169565                        |                              | 169565                | 63%                          | 106.5                          | 10     |        |                    |                  |                  |
| October   | 7725.6                 | 9271                  | 239494                        |                              | 239494                | 86%                          | 99.6                           | 11     |        |                    |                  |                  |
| November  | 6691.5                 | 7840                  | 200745                        |                              | 200745                | 74%                          | 110.1                          | 12     |        |                    |                  |                  |
| December  | 5460.1                 | 5935                  | 169263                        |                              | 169263                | 61%                          | 90.7                           | 9      |        |                    |                  |                  |
| Sum       |                        |                       |                               | 1410                         | 2187105               |                              | 1343.1                         | 135    |        |                    |                  |                  |
| Average   | 5988                   |                       | 182259                        |                              | 182259                | 67%                          | 111.9                          | 11.3   |        |                    |                  |                  |
| Max       |                        | 13977                 | 239494                        |                              | 239494                |                              |                                | 13     |        |                    |                  |                  |
| C of A    | 9000                   | 18000                 |                               |                              |                       |                              |                                |        |        |                    |                  |                  |

The weekly samples from December 27<sup>th</sup> arrived at the lab on December 31<sup>st</sup> which exceeded the 48 hour hold time for e-coli testing but the delayed test results were within limits. Operations staff had tried to fly the samples to Thunder Bay but flights were cancelled due to snow storm and then the couriers had difficulty with weather and holiday schedules.

|           | BOD5/CBOD5      |                   |                   |                 | Suspended Solids |                  |                 |                  | Total Phosphorus |                 |                      |                    | Nitrogen        |                      |                    |                    | E. Coli            |    | pH |  |
|-----------|-----------------|-------------------|-------------------|-----------------|------------------|------------------|-----------------|------------------|------------------|-----------------|----------------------|--------------------|-----------------|----------------------|--------------------|--------------------|--------------------|----|----|--|
|           | Avg. Raw<br>BOD | Avg. Eff.<br>CBOD | Avg. Load<br>CBOD | Avg. Raw<br>S.S | Avg. Eff.<br>S.S | Avg. Load<br>S.S | Avg. Raw<br>T.P | Avg. Eff.<br>T.P | Avg. Load<br>T.P | Avg. Raw<br>TKN | Avg. Eff.<br>Total N | Geo Mean<br>Counts | Avg. Raw<br>TKN | Avg. Eff.<br>Total N | Geo Mean<br>Counts | Monthly<br>Minimum | Monthly<br>Maximum | pH |    |  |
|           | (mg/L)          | (mg/L)            | (kg/day)          | (mg/L)          | (mg/L)           | (kg/day)         | (mg/L)          | (mg/L)           | (kg/day)         | (mg/L)          | (mg/L)               | /100ml             | (mg/L)          | (mg/L)               | /100ml             |                    |                    |    |    |  |
| January   | 102.6           | 3.3               | 18.1              | 155.8           | 6.4              | 34.8             | 2.64            | 0.22             | 1.19             | 19.4            | 8.1                  | 69.5               | 19.4            | 8.1                  | 69.5               | 7.3                | 7.9                |    |    |  |
| February  | 112.0           | 2.5               | 13.0              | 157.2           | 6.2              | 32.5             | 2.82            | 0.17             | 0.87             | 21.8            | 11.1                 | 14.1               | 21.8            | 11.1                 | 14.1               | 7.1                | 7.8                |    |    |  |
| March     | 104.5           | 3.1               | 16.7              | 156.5           | 7.6              | 41.4             | 2.73            | 0.16             | 0.86             | 19.1            | 12.6                 | 14.1               | 19.1            | 12.6                 | 14.1               | 6.9                | 7.5                |    |    |  |
| April     | 103.6           | 5.1               | 28.1              | 167.2           | 5.9              | 32.7             | 2.79            | 0.16             | 0.86             | 19.3            | 13.1                 | 32.8               | 19.3            | 13.1                 | 32.8               | 7.0                | 7.7                |    |    |  |
| May       | 79.8            | 2.6               | 15.9              | 154.9           | 8.2              | 56.3             | 2.50            | 0.20             | 1.36             | 17.2            | 10.9                 | 67.7               | 17.2            | 10.9                 | 67.7               | 7.3                | 7.8                |    |    |  |
| June      | 64.3            | 3.0               | 22.3              | 138.8           | 6.5              | 46.5             | 2.02            | 0.14             | 0.97             | 14.6            | 8.7                  | 21.7               | 14.6            | 8.7                  | 21.7               | 7.3                | 7.9                |    |    |  |
| July      | 84.4            | 2.0               | 11.1              | 150.2           | 2.8              | 17.1             | 2.34            | 0.08             | 0.46             | 17.7            | 8.3                  | 7.3                | 17.7            | 8.3                  | 7.3                | 7.4                | 7.8                |    |    |  |
| August    | 113.0           | 2.0               | 10.6              | 181.2           | 3.0              | 15.6             | 2.98            | 0.16             | 0.81             | 22.0            | 9.06                 | 16.4               | 22.0            | 9.06                 | 16.4               | 7.3                | 8.0                |    |    |  |
| September | 112.8           | 2.3               | 13.2              | 174.0           | 3.7              | 20.4             | 3.27            | 0.13             | 0.74             | 21.5            | 7.62                 | 6.7                | 21.5            | 7.62                 | 6.7                | 7.6                | 7.9                |    |    |  |
| October   | 76.8            | 2.0               | 15.3              | 125.9           | 2.5              | 20.3             | 1.84            | 0.12             | 0.90             | 15.0            | 6.94                 | 10.0               | 15.0            | 6.94                 | 10.0               | 7.6                | 8.0                |    |    |  |
| November  | 81.8            | 2.0               | 13.3              | 141.4           | 2.8              | 19.1             | 2.48            | 0.10             | 0.68             | 18.2            | 8.9                  | 11.9               | 18.2            | 8.9                  | 11.9               | 7.2                | 8.0                |    |    |  |
| December  | 95.3            | 2.2               | 11.6              | 152.6           | 3.1              | 16.6             | 2.53            | 0.11             | 0.60             | 20.3            | 9.9                  | 10                 | 20.3            | 9.9                  | 10                 | 6.9                | 7.3                |    |    |  |
|           |                 |                   |                   |                 |                  |                  |                 |                  |                  |                 |                      |                    |                 |                      |                    |                    |                    |    |    |  |
| Average   | 94.2            | 2.7               | 15.8              | 154.6           | 4.9              | 29.4             | 2.6             | 0.15             | 0.86             | 18.8            | 9.6                  | 23.5               | 18.8            | 9.6                  | 23.5               | 7.2                | 7.8                |    |    |  |
| Max       | 113             | 5.1               | 28.1              | 181.2           | 8.2              | 56.3             | 3.3             | 0.22             | 1.36             | 22              | 13.1                 | 69.5               | 22              | 13.1                 | 69.5               | 7.6                | 8                  |    |    |  |
| of A      |                 | 25                | 225               |                 | 25               | 225              |                 | 1.0              | 9.0              | 200             | 6.0                  | 200                | 200             | 6.0                  | 200                | 6.0                | 9.5                |    |    |  |

## **Monthly Operations Summary Report**

**Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary**

| 2018       | Raw Sewage |                      |             | Final Effluent          |              |                             |                             |              |                       |                    |                 |                         |                         |              |                 |      | Bypass Volume (m3) |                       |
|------------|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|------|--------------------|-----------------------|
|            | Day        | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) | pH   |                    | E. Coll. (ctu/100 mL) |
| 01/01/2018 | 5,543.00   |                      |             |                         | 152          | 5,543.00                    | 91                          |              |                       |                    |                 | 0.24                    |                         | 6.4          | 9.5             | 7.9  |                    |                       |
| 02/01/2018 | 5,665.00   | 94                   | 2.43        |                         | 194          | 5,665.00                    | 90                          | 3.3          | 0.226                 | 0.167              | 5.74            | 0.22                    | 0.236                   | 8            | 10              | 7.7  | 10                 |                       |
| 03/01/2018 | 5,674.00   |                      |             |                         | 136          | 5,674.00                    | 91                          |              |                       |                    |                 | 0.25                    |                         | 10.8         | 9.5             | 7.7  |                    |                       |
| 04/01/2018 | 5,582.00   |                      |             |                         | 139          | 5,582.00                    | 90                          |              |                       |                    |                 | 0.15                    |                         | 5.2          | 9.5             | 7.6  |                    |                       |
| 05/01/2018 | 5,577.00   |                      |             |                         | 143          | 5,577.00                    | 90                          |              |                       |                    |                 | 0.13                    |                         | 6.4          | 9.5             | 7.7  |                    |                       |
| 06/01/2018 | 5,886.00   |                      |             |                         | 156          | 5,886.00                    | 97                          |              |                       |                    |                 | 0.17                    |                         | 10.4         | 9.5             | 7.7  |                    |                       |
| 07/01/2018 | 5,705.00   |                      |             |                         | 176          | 5,705.00                    | 99                          |              |                       |                    |                 | 0.12                    |                         | 1.2          | 9               | 7.8  |                    |                       |
| 08/01/2018 | 5,491.00   | 86                   | 2.9         |                         | 209          | 5,491.00                    | 91                          | 3.2          | 0.569                 | 0.26               | 4.68            | 0.15                    | 0.17                    | 3.6          | 9               | 7.7  | 300                |                       |
| 09/01/2018 | 5,533.00   |                      |             |                         | 192          | 5,533.00                    | 92                          |              |                       |                    |                 | 0.11                    |                         | 4            | 9               | 7.7  |                    |                       |
| 10/01/2018 | 5,723.00   |                      |             |                         | 174          | 5,723.00                    | 91                          |              |                       |                    |                 | 0.13                    |                         | 3.6          | 9               | 7.8  |                    |                       |
| 11/01/2018 | 5,381.00   |                      |             |                         | 139          | 5,381.00                    | 86                          |              |                       |                    |                 | 0.16                    |                         | 7.2          | 9               | 7.8  |                    |                       |
| 12/01/2018 | 5,554.00   |                      |             |                         | 150          | 5,554.00                    | 96                          |              |                       |                    |                 | 0.21                    |                         | 6.8          | 9               | 7.8  |                    |                       |
| 13/01/2018 | 5,955.00   |                      |             |                         | 166          | 5,955.00                    | 97                          |              |                       |                    |                 | 0.16                    |                         | 7.2          | 9               | 7.8  |                    |                       |
| 14/01/2018 | 5,720.00   |                      |             |                         | 179          | 5,720.00                    | 96                          |              |                       |                    |                 | 0.12                    |                         | 8.4          | 9               | 7.8  |                    |                       |
| 15/01/2018 | 5,472.00   | 127                  | 2.5         |                         | 163          | 5,472.00                    | 91                          | 4.3          | 1.18                  | 0.234              | 4.84            | 0.11                    | 0.195                   | 6.8          | 9               | 7.8  | 1080               |                       |
| 16/01/2018 | 5,552.00   |                      |             |                         | 148          | 5,552.00                    | 92                          |              |                       |                    |                 | 0.19                    |                         | 7.6          | 9               | 7.6  |                    |                       |
| 17/01/2018 | 5,629.00   |                      |             |                         | 155          | 5,629.00                    | 90                          |              |                       |                    |                 | 0.21                    |                         | 9.2          | 9               | 7.9  |                    |                       |
| 18/01/2018 | 5,357.00   |                      |             |                         | 131          | 5,357.00                    | 88                          |              |                       |                    |                 | 0.16                    |                         | 6.4          | 9               | 7.8  |                    |                       |
| 19/01/2018 | 5,281.00   |                      |             |                         | 142          | 5,281.00                    | 87                          |              |                       |                    |                 | 2                       |                         | 11.2         | 9               | 7.7  |                    |                       |
| 20/01/2018 | 5,387.00   |                      |             |                         | 191          | 5,387.00                    | 90                          |              |                       |                    |                 | 0.16                    |                         | 5.6          | 9               | 7.4  |                    |                       |
| 21/01/2018 | 5,207.00   |                      |             |                         | 119          | 5,207.00                    | 90                          |              |                       |                    |                 | 0.18                    |                         | 4.8          | 9               | 7.3  |                    |                       |
| 22/01/2018 | 5,261.00   |                      |             |                         | 114          | 5,261.00                    | 91                          |              |                       |                    |                 | 0.16                    |                         | 6            | 9.5             | 7.5  |                    |                       |
| 23/01/2018 | 5,205.00   | 93                   | 2.37        |                         | 129          | 5,205.00                    | 86                          | 3.9          | 2.2                   | 0.162              | 5.25            | 0.14                    | 0.196                   | 4.4          | 9               | 7.6  | 10                 |                       |
| 24/01/2018 | 5,254.00   |                      |             |                         | 174          | 5,254.00                    | 89                          |              |                       |                    |                 | 0.17                    |                         | 4.8          | 9               | 7.5  |                    |                       |
| 25/01/2018 | 5,247.00   |                      |             |                         | 142          | 5,247.00                    | 89                          |              |                       |                    |                 | 0.18                    |                         | 8.4          | 9               | 7.7  |                    |                       |
| 26/01/2018 | 5,166.00   |                      |             |                         | 151          | 5,166.00                    | 90                          |              |                       |                    |                 | 0.15                    |                         | 6.4          | 9               | 7.6  |                    |                       |
| 27/01/2018 | 5,327.00   |                      |             |                         | 132          | 5,327.00                    | 92                          |              |                       |                    |                 | 0.17                    |                         | 4.8          | 9               | 7.6  |                    |                       |
| 28/01/2018 | 5,142.00   |                      |             |                         | 175          | 5,142.00                    | 87                          |              |                       |                    |                 | 0.16                    |                         | 2.4          | 9               | 7.6  |                    |                       |
| 29/01/2018 | 5,200.00   | 113                  | 2.98        |                         | 164          | 5,200.00                    | 90                          | 2            | 1.8                   | 0.197              | 4.61            | 0.06                    | 0.11                    | 2.8          | 9               | 7.7  | 50                 |                       |
| 30/01/2018 | 5,200.00   |                      |             |                         | 147          | 5,200.00                    | 90                          |              |                       |                    |                 | 0.17                    |                         | 8.8          | 9               | 7.6  |                    |                       |
| 31/01/2018 | 5,325.00   |                      |             |                         | 149          | 5,325.00                    | 88                          |              |                       |                    |                 | 0.13                    |                         | 7.2          | 8.5             | 7.6  |                    |                       |
| Total      | 169,201.00 |                      |             |                         |              | 169,201.00                  |                             |              |                       |                    |                 |                         |                         |              |                 |      |                    | 0.00                  |
| Average    | 5,458.10   | 102.60               | 2.64        | 155.84                  |              | 5,458.10                    | 90.87                       | 3.34         | 1.20                  | 0.20               | 5.02            | 0.22                    | 0.18                    | 6.35         | 9.11            | 7.68 | 69.49              | 0.00                  |
| Minimum    | 5,142.00   | 86.00                | 2.37        | 114.00                  |              | 5,142.00                    | 86.00                       | 2.00         | 0.23                  | 0.16               | 4.61            | 0.06                    | 0.11                    | 1.20         | 8.50            | 7.30 | 10.00              | 0.00                  |
| Maximum    | 5,955.00   | 127.00               | 2.98        | 209.00                  |              | 5,955.00                    | 99.00                       | 4.30         | 2.20                  | 0.26               | 5.74            | 2.00                    | 0.24                    | 11.20        | 10.00           | 7.90 | 1,080.00           | 0.00                  |
| Count      | 31         | 5                    | 5           | 31                      |              | 31                          | 31                          | 5            | 5                     | 5                  | 5               | 31                      | 5                       | 31           | 31              | 31   | 5                  | 0                     |

**Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary**

| 2018       | Raw Sewage           |             |                         |              | Final Effluent              |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | Bypass Volume (m3) |
|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|------|-----------------------|--------------------|
|            | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) | pH   | E. Coll. (ctu/100 mL) |                    |
| 01/02/2018 | 5,212.00             |             |                         | 161          | 5,212.00                    | 84                          |              |                       |                    |                 | 0.12                    |                         | 4.8          | 8.5             | 7.5  |                       |                    |
| 02/02/2018 | 5,203.00             |             |                         | 154          | 5,203.00                    | 94                          |              |                       |                    |                 | 0.18                    |                         | 5.2          | 8               | 7.7  |                       |                    |
| 03/02/2018 | 5,354.00             |             |                         | 172          | 5,354.00                    | 92                          |              |                       |                    |                 | 0.2                     |                         | 4.4          | 8               | 7.8  |                       |                    |
| 04/02/2018 | 5,338.00             |             |                         | 162          | 5,338.00                    | 91                          |              |                       |                    |                 | 0.19                    |                         | 5.6          | 8               | 7.5  |                       |                    |
| 05/02/2018 | 5,309.00             | 112         | 2.85                    | 167          | 5,309.00                    | 94                          | 2            | 4.02                  | 0.187              | 4               | 0.12                    | 6.8                     | 4.4          | 8               | 7.4  | 20                    |                    |
| 06/02/2018 | 5,333.00             |             |                         | 143          | 5,333.00                    | 89                          |              |                       |                    |                 | 0.15                    |                         | 5.2          | 8               | 7.3  |                       |                    |
| 07/02/2018 | 5,404.00             |             |                         | 199          | 5,404.00                    | 96                          |              |                       |                    |                 | 0.25                    |                         | 7.2          | 8               | 7.3  |                       |                    |
| 08/02/2018 | 5,123.00             |             |                         | 142          | 5,123.00                    | 89                          |              |                       |                    |                 | 0.25                    |                         | 6.8          | 8               | 7.3  |                       |                    |
| 09/02/2018 | 5,080.00             |             |                         | 132          | 5,080.00                    | 89                          |              |                       |                    |                 | 0.13                    |                         | 4.8          | 8               | 7.3  |                       |                    |
| 10/02/2018 | 5,516.00             |             |                         | 138          | 5,516.00                    | 97                          |              |                       |                    |                 | 0.21                    |                         | 2.8          | 8               | 7.1  |                       |                    |
| 11/02/2018 | 5,370.00             |             |                         | 141          | 5,370.00                    | 90                          |              |                       |                    |                 | 0.19                    |                         | 8.8          | 8.5             | 7.3  |                       |                    |
| 12/02/2018 | 5,329.00             | 118         | 2.88                    | 157          | 5,329.00                    | 91                          | 2.9          | 5.2                   | 0.115              | 3.45            | 0.17                    | 9.1                     | 5.6          | 8               | 7.5  | 10                    |                    |
| 13/02/2018 | 5,512.00             |             |                         | 125          | 5,512.00                    | 87                          |              |                       |                    |                 | 0.16                    |                         | 6            | 8               | 7.2  |                       |                    |
| 14/02/2018 | 5,685.00             |             |                         | 154          | 5,685.00                    | 93                          |              |                       |                    |                 | 0.16                    |                         | 7.2          | 8               | 7.2  |                       |                    |
| 15/02/2018 | 5,202.00             |             |                         | 122          | 5,202.00                    | 88                          |              |                       |                    |                 | 0.15                    |                         | 5.2          | 8               | 7.1  |                       |                    |
| 16/02/2018 | 5,252.00             |             |                         | 131          | 5,252.00                    | 92                          |              |                       |                    |                 | 0.16                    |                         | 4            | 8               | 7.2  |                       |                    |
| 17/02/2018 | 5,358.00             |             |                         | 139          | 5,358.00                    | 93                          |              |                       |                    |                 | 0.14                    |                         | 5.2          | 8               | 7.2  |                       |                    |
| 18/02/2018 | 5,089.00             |             |                         | 156          | 5,089.00                    | 87                          |              |                       |                    |                 | 0.14                    |                         | 4.4          | 8               | 7.1  |                       |                    |
| 19/02/2018 | 5,156.00             |             |                         | 212          | 5,156.00                    | 85                          |              |                       |                    |                 | 0.08                    |                         | 4.4          | 8               | 7.1  |                       |                    |
| 20/02/2018 | 5,113.00             | 119         | 3.18                    | 205          | 5,113.00                    | 89                          | 2.5          | 5.94                  | 0.187              | 3.41            | 0.11                    | 4.8                     | 4.8          | 8               | 7.2  | 10                    |                    |
| 21/02/2018 | 5,380.00             |             |                         | 168          | 5,380.00                    | 88                          |              |                       |                    |                 | 0.15                    |                         | 6            | 8               | 7.2  |                       |                    |
| 22/02/2018 | 5,256.00             |             |                         | 177          | 5,256.00                    | 88                          |              |                       |                    |                 | 0.21                    |                         | 12.8         | 8               | 7.6  |                       |                    |
| 23/02/2018 | 5,221.00             |             |                         | 163          | 5,221.00                    | 94                          |              |                       |                    |                 | 0.14                    |                         | 6.4          | 8               | 7.3  |                       |                    |
| 24/02/2018 | 5,308.00             |             |                         | 160          | 5,308.00                    |                             |              |                       |                    |                 | 0.2                     |                         | 8.4          | 8               | 7.4  |                       |                    |
| 25/02/2018 | 5,134.00             |             |                         | 157          | 5,134.00                    | 85                          |              |                       |                    |                 | 0.2                     |                         | 8            | 8               | 7.5  |                       |                    |
| 26/02/2018 | 5,094.00             | 99          | 2.38                    | 152          | 5,094.00                    | 90                          | 2.6          | 6.7                   | 0.158              | 3.08            | 0.19                    | 8.3                     | 8.4          | 8               | 7.3  | 20                    |                    |
| 27/02/2018 | 5,035.00             |             |                         | 168          | 5,035.00                    | 88                          |              |                       |                    |                 | 0.16                    |                         | 7.2          | 8               | 7.3  |                       |                    |
| 28/02/2018 | 5,131.00             |             |                         | 145          | 5,131.00                    | 92                          |              |                       |                    |                 | 0.13                    |                         | 8.8          | 8               | 7.3  |                       |                    |
| Total      | 147,497.00           |             |                         |              | 147,497.00                  |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | 0.00               |
| Average    | 5,267.75             | 112.00      | 2.82                    | 157.21       | 5,267.75                    | 90.19                       | 2.50         | 5.47                  | 0.16               | 3.49            | 0.17                    | 7.25                    | 6.17         | 8.04            | 7.33 | 14.14                 | 0.00               |
| Minimum    | 5,035.00             | 99.00       | 2.38                    | 122.00       | 5,035.00                    | 84.00                       | 2.00         | 4.02                  | 0.12               | 3.08            | 0.08                    | 4.80                    | 2.80         | 8.00            | 7.10 | 10.00                 | 0.00               |
| Maximum    | 5,685.00             | 119.00      | 3.18                    | 212.00       | 5,685.00                    | 97.00                       | 2.90         | 6.70                  | 0.19               | 4.00            | 0.25                    | 9.10                    | 12.80        | 8.50            | 7.80 | 20.00                 | 0.00               |
| Count      | 28                   | 4           | 4                       | 28           | 28                          | 27                          | 4            | 4                     | 4                  | 4               | 28                      | 4                       | 28           | 28              | 28   | 4                     | 0                  |

**Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary**

| 2018       | Raw Sewage           |             |                         |              | Final Effluent              |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | Bypass Volume (m3) |
|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|------|-----------------------|--------------------|
|            | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) | pH   | E. Coll. (ctu/100 mL) |                    |
| 01/03/2018 | 5,190.00             |             |                         | 170          | 5,190.00                    | 89                          |              |                       |                    |                 | 0.15                    |                         | 6.8          | 8               | 7.3  |                       |                    |
| 02/03/2018 | 5,197.00             |             |                         | 150          | 5,197.00                    | 90                          |              |                       |                    |                 | 0.15                    |                         | 7.6          | 8               | 7.3  |                       |                    |
| 03/03/2018 | 5,608.00             |             |                         | 144          | 5,608.00                    | 94                          |              |                       |                    |                 | 0.16                    |                         | 3.6          | 8               | 7.2  |                       |                    |
| 04/03/2018 | 5,501.00             |             |                         | 147          | 5,501.00                    | 97                          |              |                       |                    |                 | 0.24                    |                         | 12           | 8               | 7.1  |                       |                    |
| 05/03/2018 | 5,345.00             | 111         | 2.66                    | 155          | 5,345.00                    | 94                          | 4.6          | 7.06                  | 0.206              | 3.14            | 0.19                    | 13.1                    | 14           | 8               | 7    | 10                    |                    |
| 06/03/2018 | 5,250.00             |             |                         | 130          | 5,250.00                    | 87                          |              |                       |                    |                 | 0.13                    |                         | 4.8          | 8               | 7.2  |                       |                    |
| 07/03/2018 | 5,433.00             |             |                         | 133          | 5,433.00                    | 92                          |              |                       |                    |                 | 0.08                    |                         | 4.4          | 8               | 6.9  |                       |                    |
| 08/03/2018 | 5,278.00             |             |                         | 145          | 5,278.00                    | 97                          |              |                       |                    |                 | 0.06                    |                         | 4            | 8               | 7    |                       |                    |
| 09/03/2018 | 5,262.00             |             |                         | 157          | 5,262.00                    | 87                          |              |                       |                    |                 | 0.07                    |                         | 5.2          | 8               | 7.1  |                       |                    |
| 10/03/2018 | 5,526.00             |             |                         | 139          | 5,526.00                    | 94                          |              |                       |                    |                 | 0.09                    |                         | 5.6          | 8               | 7.1  |                       |                    |
| 11/03/2018 | 5,020.00             |             |                         | 153          | 5,020.00                    | 85                          |              |                       |                    |                 | 0.08                    |                         | 2            | 8               | 7    |                       |                    |
| 12/03/2018 | 5,301.00             | 105         | 3.55                    | 195          | 5,301.00                    | 89                          | 2            | 6.88                  | 0.461              | 3.33            | 0.1                     | 2.8                     | 6.4          | 8               | 6.9  | 20                    |                    |
| 13/03/2018 | 5,303.00             |             |                         | 151          | 5,303.00                    | 88                          |              |                       |                    |                 | 0.08                    |                         | 4            | 8               | 7    |                       |                    |
| 14/03/2018 | 5,587.00             |             |                         | 160          | 5,587.00                    | 93                          |              |                       |                    |                 | 0.09                    |                         | 7.6          | 8               | 7    |                       |                    |
| 15/03/2018 | 5,285.00             |             |                         | 166          | 5,285.00                    | 87                          |              |                       |                    |                 | 0.23                    |                         | 12           | 7.5             | 7.3  |                       |                    |
| 16/03/2018 | 5,166.00             |             |                         | 152          | 5,166.00                    | 86                          |              |                       |                    |                 | 0.17                    |                         | 8            | 7.5             | 7.1  |                       |                    |
| 17/03/2018 | 5,671.00             |             |                         | 151          | 5,671.00                    | 93                          |              |                       |                    |                 | 0.25                    |                         | 8            | 7.5             | 7.2  |                       |                    |
| 18/03/2018 | 5,563.00             |             |                         | 165          | 5,563.00                    | 90                          |              |                       |                    |                 | 0.2                     |                         | 9.6          | 7.5             | 7.2  |                       |                    |
| 19/03/2018 | 5,330.00             | 102         | 2.3                     | 139          | 5,330.00                    | 85                          | 3.8          | 6.9                   | 0.256              | 3               | 0.16                    | 6.4                     | 5.6          | 7.5             | 7.3  | 10                    |                    |
| 20/03/2018 | 5,320.00             |             |                         | 155          | 5,320.00                    | 88                          |              |                       |                    |                 | 0.21                    |                         | 7.6          | 7.5             | 7.4  |                       |                    |
| 21/03/2018 | 5,439.00             |             |                         | 145          | 5,439.00                    | 88                          |              |                       |                    |                 | 0.21                    |                         | 7.2          | 7.5             | 7.3  |                       |                    |
| 22/03/2018 | 5,295.00             |             |                         | 196          | 5,295.00                    | 93                          |              |                       |                    |                 | 0.16                    |                         | 9.6          | 7.5             | 7.4  |                       |                    |
| 23/03/2018 | 5,219.00             |             |                         | 147          | 5,219.00                    | 90                          |              |                       |                    |                 | 0.19                    |                         | 8            | 8               | 7    |                       |                    |
| 24/03/2018 | 5,567.00             |             |                         | 146          | 5,567.00                    | 96                          |              |                       |                    |                 | 0.2                     |                         | 10           | 8               | 7.2  |                       |                    |
| 25/03/2018 | 5,477.00             |             |                         | 144          | 5,477.00                    | 90                          |              |                       |                    |                 | 0.22                    |                         | 4.8          | 8               | 7.1  |                       |                    |
| 26/03/2018 | 5,348.00             | 100         | 2.39                    | 132          | 5,348.00                    | 96                          | 2.1          | 6.29                  | 0.142              | 4.2             | 0.25                    | 4.7                     | 12.4         | 8               | 7.5  | 20                    |                    |
| 27/03/2018 | 5,630.00             |             |                         | 154          | 5,630.00                    | 89                          |              |                       |                    |                 | 0.21                    |                         | 8.8          | 8               | 7.2  |                       |                    |
| 28/03/2018 | 6,024.00             |             |                         | 190          | 6,024.00                    | 96                          |              |                       |                    |                 | 0.25                    |                         | 16.8         | 8               | 6.9  |                       |                    |
| 29/03/2018 | 5,541.00             |             |                         |              | 5,541.00                    | 93                          |              |                       |                    |                 |                         |                         |              |                 |      |                       |                    |
| 30/03/2018 | 5,440.00             |             |                         |              | 5,440.00                    | 92                          |              |                       |                    |                 |                         |                         |              |                 |      |                       |                    |
| 31/03/2018 | 5,591.00             |             |                         | 228          | 5,591.00                    | 96                          |              |                       |                    |                 | 0.02                    |                         | 4.4          | 8               | 7    |                       |                    |
| Total      | 167,707.00           |             |                         |              | 167,707.00                  |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | 0.00               |
| Average    | 5,409.90             | 104.50      | 2.73                    | 156.52       | 5,409.90                    | 91.10                       | 3.13         | 6.78                  | 0.27               | 3.42            | 0.16                    | 6.75                    | 7.61         | 7.86            | 7.14 | 14.14                 | 0.00               |
| Minimum    | 5,020.00             | 100.00      | 2.30                    | 130.00       | 5,020.00                    | 85.00                       | 2.00         | 6.29                  | 0.14               | 3.00            | 0.02                    | 2.80                    | 2.00         | 7.50            | 6.90 | 10.00                 | 0.00               |
| Maximum    | 6,024.00             | 111.00      | 3.55                    | 228.00       | 6,024.00                    | 97.00                       | 4.60         | 7.06                  | 0.46               | 4.20            | 0.25                    | 13.10                   | 16.80        | 8.00            | 7.50 | 20.00                 | 0.00               |
| Count      | 31                   | 4           | 4                       | 29           | 31                          | 31                          | 4            | 4                     | 4                  | 4               | 29                      | 4                       | 29           | 29              | 29   | 4                     | 0                  |

**Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary**

| 2018       | Raw Sewage           |             |                         |              | Final Effluent              |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       |                    |
|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|------|-----------------------|--------------------|
|            | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) | pH   | E. Coll. (ctu/100 mL) | Bypass Volume (m3) |
| 01/04/2018 | 5,683.00             |             |                         | 122          | 5,683.00                    | 96                          |              |                       |                    |                 | 0.04                    |                         | 4            | 8               | 0.04 |                       |                    |
| 02/04/2018 | 5,369.00             |             |                         | 168          | 5,369.00                    | 92                          |              |                       |                    |                 | 0.16                    |                         | 8            | 8               | 0.16 |                       |                    |
| 03/04/2018 | 5,248.00             |             |                         | 150          | 5,248.00                    | 92                          |              |                       |                    |                 | 0.09                    |                         | 5.6          | 8               | 0.09 |                       |                    |
| 04/04/2018 | 5,470.00             | 95          | 2.73                    | 214          | 5,470.00                    | 93                          | 2.7          | 8.4                   | 0.059              | 4.14            | 0.13                    | 3.9                     | 4            | 8               | 0.13 | 10                    |                    |
| 05/04/2018 | 5,147.00             |             |                         | 182          | 5,147.00                    | 89                          |              |                       |                    |                 | 0.21                    |                         | 5.6          | 7.5             | 0.21 |                       |                    |
| 06/04/2018 | 5,151.00             |             |                         | 175          | 5,151.00                    | 85                          |              |                       |                    |                 | 0.16                    |                         | 9.6          | 7.5             | 0.16 |                       |                    |
| 07/04/2018 | 5,347.00             |             |                         | 175          | 5,347.00                    | 95                          |              |                       |                    |                 | 0.17                    |                         | 7.2          | 7               | 0.17 |                       |                    |
| 08/04/2018 | 5,200.00             |             |                         | 176          | 5,200.00                    | 86                          |              |                       |                    |                 | 0.21                    |                         | 5.6          | 7.5             | 0.21 |                       |                    |
| 09/04/2018 | 5,143.00             | 108         | 3.43                    | 170          | 5,143.00                    | 89                          | 2.3          | 6.84                  | 0.128              | 4.71            | 0.14                    | 5.6                     | 5.2          | 7.5             | 0.14 | 30                    |                    |
| 10/04/2018 | 5,168.00             |             |                         | 166          | 5,168.00                    | 92                          |              |                       |                    |                 | 0.14                    |                         | 6            | 7.5             | 0.14 |                       |                    |
| 11/04/2018 | 5,254.00             |             |                         | 180          | 5,254.00                    | 92                          |              |                       |                    |                 | 0.14                    |                         | 4.8          | 7.5             | 0.14 |                       |                    |
| 12/04/2018 | 5,083.00             |             |                         | 163          | 5,083.00                    | 89                          |              |                       |                    |                 | 0.19                    |                         | 6.8          | 7.5             | 0.19 |                       |                    |
| 13/04/2018 | 5,091.00             |             |                         | 238          | 5,091.00                    | 90                          |              |                       |                    |                 | 0.12                    |                         | 2.4          | 7.5             | 0.12 |                       |                    |
| 14/04/2018 | 5,409.00             |             |                         | 170          | 5,409.00                    | 90                          |              |                       |                    |                 | 0.17                    |                         | 9.6          | 7.5             | 0.17 |                       |                    |
| 15/04/2018 | 5,373.00             |             |                         | 172          | 5,373.00                    | 90                          |              |                       |                    |                 | 0.12                    |                         | 8            | 7.5             | 0.12 |                       |                    |
| 16/04/2018 | 5,338.00             | 110         | 2.79                    | 181          | 5,338.00                    | 92                          | 14.5         | 6.23                  | 0.097              | 5.19            | 0.24                    | 7.6                     | 5.6          | 8               | 0.24 | 63                    |                    |
| 17/04/2018 | 5,308.00             |             |                         | 168          | 5,308.00                    | 89                          |              |                       |                    |                 | 0.16                    |                         | 2.8          | 8               | 0.16 |                       |                    |
| 18/04/2018 | 5,604.00             |             |                         | 151          | 5,604.00                    | 102                         |              |                       |                    |                 | 0.14                    |                         | 5.2          | 8               | 0.14 |                       |                    |
| 19/04/2018 | 5,323.00             |             |                         | 172          | 5,323.00                    | 89                          |              |                       |                    |                 | 0.05                    |                         | 1.2          | 8               | 0.05 |                       |                    |
| 20/04/2018 | 5,378.00             |             |                         | 161          | 5,378.00                    | 87                          |              |                       |                    |                 | 0.07                    |                         | 4            | 8               | 0.07 |                       |                    |
| 21/04/2018 | 5,795.00             |             |                         | 144          | 5,795.00                    | 94                          |              |                       |                    |                 | 0.1                     |                         | 4.4          | 8               | 0.1  |                       |                    |
| 22/04/2018 | 5,949.00             |             |                         | 182          | 5,949.00                    | 98                          |              |                       |                    |                 | 0.09                    |                         | 4            | 8               | 0.09 |                       |                    |
| 23/04/2018 | 5,898.00             | 105         | 2.81                    | 187          | 5,898.00                    | 98                          | 2.5          | 5.08                  | 0.08               | 4.67            | 0.21                    | 4.1                     | 6            | 8               | 0.21 | 50                    |                    |
| 24/04/2018 | 6,136.00             |             |                         | 191          | 6,136.00                    | 98                          |              |                       |                    |                 | 0.15                    |                         | 4            | 8               | 0.15 |                       |                    |
| 25/04/2018 | 6,269.00             |             |                         | 184          | 6,269.00                    | 101                         |              |                       |                    |                 | 0.13                    |                         | 7.2          | 8.5             | 0.13 |                       |                    |
| 26/04/2018 | 6,013.00             |             |                         | 145          | 6,013.00                    | 97                          |              |                       |                    |                 | 0.15                    |                         | 7.2          | 7.5             | 0.15 |                       |                    |
| 27/04/2018 | 6,149.00             |             |                         | 118          | 6,149.00                    | 102                         |              |                       |                    |                 | 0.15                    |                         | 8            | 7.5             | 0.15 |                       |                    |
| 28/04/2018 | 6,199.00             |             |                         | 146          | 6,199.00                    | 101                         |              |                       |                    |                 | 0.22                    |                         | 6.8          | 7.5             | 0.22 |                       |                    |
| 29/04/2018 | 5,969.00             |             |                         | 140          | 5,969.00                    | 95                          |              |                       |                    |                 | 0.34                    |                         | 8.8          | 8               | 0.34 |                       |                    |
| 30/04/2018 | 5,828.00             | 100         | 2.21                    | 126          | 5,828.00                    | 98                          | 3.7          | 5.3                   | 0.285              | 3.3             | 0.25                    | 9.5                     | 8.8          | 8               | 0.25 | 40                    |                    |
| Total      | 166,292.00           |             |                         |              | 166,292.00                  |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | 0.00               |
| Average    | 5,543.07             | 103.60      | 2.79                    | 167.23       | 5,543.07                    | 93.37                       | 5.14         | 6.37                  | 0.13               | 4.40            | 0.15                    | 6.14                    | 5.88         | 7.77            | 0.15 | 32.77                 | 0.00               |
| Minimum    | 5,083.00             | 95.00       | 2.21                    | 118.00       | 5,083.00                    | 85.00                       | 2.30         | 5.08                  | 0.06               | 3.30            | 0.04                    | 3.90                    | 1.20         | 7.00            | 0.04 | 10.00                 | 0.00               |
| Maximum    | 6,269.00             | 110.00      | 3.43                    | 238.00       | 6,269.00                    | 102.00                      | 14.50        | 8.40                  | 0.29               | 5.19            | 0.34                    | 9.50                    | 9.60         | 8.50            | 0.34 | 63.00                 | 0.00               |
| Count      | 30                   | 5           | 5                       | 30           | 30                          | 30                          | 5            | 5                     | 5                  | 5               | 30                      | 5                       | 30           | 30              | 30   | 5                     | 0                  |

**Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary**

| 2018       | Raw Sewage           |             |                         |              | Final Effluent              |                             |              |                       |                    |                 |                         |                         |              |                 | Bypass Volume (m3) |        |                       |
|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|--------------------|--------|-----------------------|
|            | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) |                    | pH     | E. Coll. (ctu/100 mL) |
| 01/05/2018 | 6,172.00             |             |                         | 139          | 6,172.00                    | 100                         |              |                       |                    |                 | 0.15                    |                         | 7.6          | 8               | 7.6                |        |                       |
| 02/05/2018 | 6,321.00             |             |                         | 144          | 6,321.00                    | 113                         |              |                       |                    |                 | 0.21                    |                         | 12.8         | 8               | 7.6                |        |                       |
| 03/05/2018 | 5,946.00             |             |                         | 183          | 5,946.00                    | 108                         |              |                       |                    |                 | 0.24                    |                         | 4            | 8               | 7.7                |        |                       |
| 04/05/2018 | 5,777.00             |             |                         | 165          | 5,777.00                    | 92                          |              |                       |                    |                 | 0.14                    |                         | 7.8          | 8               | 7.6                |        |                       |
| 05/05/2018 | 5,977.00             |             |                         | 129          | 5,977.00                    | 100                         |              |                       |                    |                 | 0.2                     |                         | 8            | 8.5             | 7.6                |        |                       |
| 06/05/2018 | 5,726.00             |             |                         | 132          | 5,726.00                    | 90                          |              |                       |                    |                 | 0.1                     |                         | 5.6          | 8.5             | 7.6                |        |                       |
| 07/05/2018 | 5,621.00             | 86          | 2.32                    | 157          | 5,621.00                    | 96                          | 2.1          | 6.82                  | 0.15               | 3.01            | 0.22                    | 4.5                     | 9.2          | 9               | 7.8                | 60     |                       |
| 08/05/2018 | 6,300.00             |             |                         | 170          | 6,300.00                    | 102                         |              |                       |                    |                 | 0.29                    |                         | 8.8          | 9               | 7.6                |        |                       |
| 09/05/2018 | 6,831.00             |             |                         | 114          | 6,831.00                    | 108                         |              |                       |                    |                 | 0.21                    |                         | 10.8         | 9               | 7.7                |        |                       |
| 10/05/2018 | 6,332.00             |             |                         | 127          | 6,332.00                    | 104                         |              |                       |                    |                 | 0.14                    |                         | 4            | 9               | 7.5                |        |                       |
| 11/05/2018 | 6,140.00             |             |                         | 144          | 6,140.00                    | 96                          |              |                       |                    |                 | 0.12                    |                         | 4.4          | 9               | 7.5                |        |                       |
| 12/05/2018 | 6,143.00             |             |                         | 161          | 6,143.00                    | 100                         |              |                       |                    |                 | 0.14                    |                         | 4.8          | 9               | 7.6                |        |                       |
| 13/05/2018 | 5,959.00             |             |                         | 173          | 5,959.00                    | 96                          |              |                       |                    |                 | 0.21                    |                         | 6            | 8.5             | 7.6                |        |                       |
| 14/05/2018 | 5,900.00             | 100         | 3.09                    |              | 5,900.00                    | 95                          | 3            | 6.18                  | 0.248              | 3.05            | 0.16                    | 9.3                     | 5.2          | 8.5             | 7.5                | 130    |                       |
| 15/05/2018 | 5,790.00             |             |                         | 154          | 5,790.00                    | 93                          |              |                       |                    |                 | 0.19                    |                         | 7.8          | 8.5             | 7.5                |        |                       |
| 16/05/2018 | 5,843.00             |             |                         | 139          | 5,843.00                    | 94                          |              |                       |                    |                 | 0.11                    |                         | 5.2          | 9               | 7.5                |        |                       |
| 17/05/2018 | 5,863.00             |             |                         | 169          | 5,863.00                    | 96                          |              |                       |                    |                 | 0.2                     |                         | 10           | 8.5             | 7.8                |        |                       |
| 18/05/2018 | 8,189.00             |             |                         | 187          | 8,189.00                    | 136                         |              |                       |                    |                 | 0.22                    |                         | 12.8         | 8.5             | 7.6                |        |                       |
| 19/05/2018 | 9,505.00             |             |                         | 115          | 9,505.00                    | 138                         |              |                       |                    |                 | 0.2                     |                         | 13.2         | 8.5             | 7.6                |        |                       |
| 20/05/2018 | 7,351.00             |             |                         | 105          | 7,351.00                    | 108                         |              |                       |                    |                 | 0.29                    |                         | 10.8         | 8.5             | 7.3                |        |                       |
| 21/05/2018 | 6,919.00             |             |                         | 104          | 6,919.00                    | 103                         |              |                       |                    |                 | 0.19                    |                         | 7.6          | 9               | 7.4                |        |                       |
| 22/05/2018 | 6,919.00             | 56          | 2.29                    | 154          | 6,919.00                    | 92                          | 2.8          | 3.48                  | 0.25               | 2.39            | 0.25                    | 8.1                     | 8.4          | 9               | 7.6                | 90     |                       |
| 23/05/2018 | 6,900.00             |             |                         | 142          | 6,900.00                    | 101                         |              |                       |                    |                 | 0.16                    |                         | 9.6          | 9               | 7.5                |        |                       |
| 24/05/2018 | 13,977.00            |             |                         | 421          | 13,977.00                   | 109                         |              |                       |                    |                 | 0.11                    |                         | 4.8          | 9               | 7.5                |        |                       |
| 25/05/2018 | 7,926.00             |             |                         | 153          | 7,926.00                    | 124                         |              |                       |                    |                 | 0.29                    |                         | 11.2         | 10.5            | 7.3                |        |                       |
| 26/05/2018 | 7,312.00             |             |                         | 107          | 7,312.00                    | 111                         |              |                       |                    |                 | 0.29                    |                         | 7.8          | 10.5            | 7.7                |        |                       |
| 27/05/2018 | 6,708.00             |             |                         | 136          | 6,708.00                    | 100                         |              |                       |                    |                 | 0.33                    |                         | 14.8         | 10.5            | 7.6                |        |                       |
| 28/05/2018 | 6,273.00             |             |                         | 181          | 6,273.00                    | 124                         |              |                       |                    |                 | 0.26                    |                         | 9.2          | 10.5            | 7.6                |        |                       |
| 29/05/2018 | 6,424.00             | 77          | 2.28                    | 119          | 6,424.00                    | 106                         | 2.3          | 4.84                  | 0.169              | 3.43            | 0.28                    | 8.9                     | 9.2          | 10.5            | 7.7                | 30     |                       |
| 30/05/2018 | 6,821.00             |             |                         | 180          | 6,821.00                    | 131                         |              |                       |                    |                 | 0.22                    |                         | 10.4         | 11              | 7.6                |        |                       |
| 31/05/2018 | 7,067.00             |             |                         | 144          | 7,067.00                    | 107                         |              |                       |                    |                 | 0.1                     |                         | 2.8          | 11              | 7.5                |        |                       |
| Total      | 210,932.00           |             |                         |              | 210,932.00                  |                             |              |                       |                    |                 |                         |                         |              |                 |                    |        | 0.00                  |
| Average    | 6,804.26             | 79.75       | 2.50                    | 154.93       | 6,804.26                    | 105.58                      | 2.55         | 5.33                  | 0.20               | 2.97            | 0.20                    | 7.70                    | 8.21         | 9.10            | 7.57               | 67.74  | 0.00                  |
| Minimum    | 5,621.00             | 56.00       | 2.28                    | 104.00       | 5,621.00                    | 90.00                       | 2.10         | 3.48                  | 0.15               | 2.39            | 0.10                    | 4.50                    | 2.80         | 8.00            | 7.30               | 30.00  | 0.00                  |
| Maximum    | 13,977.00            | 100.00      | 3.09                    | 421.00       | 13,977.00                   | 138.00                      | 3.00         | 6.82                  | 0.25               | 3.43            | 0.33                    | 9.30                    | 14.80        | 11.00           | 7.80               | 130.00 | 0.00                  |
| Count      | 31                   | 4           | 4                       | 30           | 31                          | 31                          | 4            | 4                     | 4                  | 4               | 31                      | 4                       | 31           | 31              | 31                 | 4      | 0                     |

Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary

| 2018       | Raw Sewage           |             |                         |              | Final Effluent              |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | Bypass Volume (m3) |
|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|------|-----------------------|--------------------|
|            | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) | pH   | E. Coll. (cfu/100 mL) |                    |
| 01/06/2018 | 6,813.00             |             |                         | 122          | 6,813.00                    | 104                         |              |                       |                    |                 | 0.25                    |                         | 12.8         | 11              | 7.5  |                       | 1410               |
| 02/06/2018 | 9,454.00             |             |                         | 196          | 9,454.00                    | 183                         |              |                       |                    |                 | 0.24                    |                         | 11.6         | 11              | 7.5  |                       |                    |
| 03/06/2018 | 10,382.00            |             |                         | 85           | 10,382.00                   | 143                         |              |                       |                    |                 | 0.23                    |                         | 10           | 11              | 7.6  |                       |                    |
| 04/06/2018 | 8,965.00             | 54          | 1.43                    | 99           | 8,965.00                    | 134                         | 5            | 3.55                  | 0.124              | 3.2             | 0.1                     | 12.5                    | 6            | 11              | 7.6  | 110                   |                    |
| 05/06/2018 | 8,033.00             |             |                         | 81           | 8,033.00                    | 119                         |              |                       |                    |                 | 0.1                     |                         | 6            | 11              | 7.6  |                       |                    |
| 06/06/2018 | 7,662.00             |             |                         | 123          | 7,662.00                    | 124                         |              |                       |                    |                 | 0.25                    |                         | 17.6         | 11.5            | 7.9  |                       |                    |
| 07/06/2018 | 6,997.00             |             |                         | 126          | 6,997.00                    | 112                         |              |                       |                    |                 | 0.17                    |                         | 7.6          | 11.5            | 7.7  |                       |                    |
| 08/06/2018 | 7,100.00             |             |                         | 135          | 7,100.00                    | 131                         |              |                       |                    |                 | 0.11                    |                         | 4.8          | 11.5            | 7.6  |                       |                    |
| 09/06/2018 | 7,501.00             |             |                         | 182          | 7,501.00                    | 114                         |              |                       |                    |                 | 0.18                    |                         | 9.2          | 11.5            | 7.7  |                       |                    |
| 10/06/2018 | 6,577.00             |             |                         | 142          | 6,577.00                    | 136                         |              |                       |                    |                 | 0.18                    |                         | 8.8          | 11.5            | 7.8  |                       |                    |
| 11/06/2018 | 6,776.00             | 60          | 2.38                    | 153          | 6,776.00                    | 103                         |              | 3.11                  | 0.079              | 4.76            | 0.16                    |                         | 5.2          | 12              | 7.7  |                       |                    |
| 12/06/2018 | 6,676.00             |             |                         | 168          | 6,676.00                    | 107                         | 2.3          |                       |                    |                 | 0.1                     | 3.5                     | 7.2          | 12              | 7.7  | 10                    |                    |
| 13/06/2018 | 6,447.00             |             |                         | 154          | 6,447.00                    | 107                         |              |                       |                    |                 | 0.19                    |                         | 5.2          | 12              | 7.8  |                       |                    |
| 14/06/2018 | 6,269.00             |             |                         | 208          | 6,269.00                    | 112                         |              |                       |                    |                 | 0.15                    |                         | 2            | 12              | 7.7  |                       |                    |
| 15/06/2018 | 6,398.00             |             |                         | 149          | 6,398.00                    | 102                         |              |                       |                    |                 | 0.16                    |                         | 6            | 13.5            | 7.7  |                       |                    |
| 16/06/2018 | 6,651.00             |             |                         | 121          | 6,651.00                    | 102                         |              |                       |                    |                 | 0.16                    |                         | 4            | 13              | 7.6  |                       |                    |
| 17/06/2018 | 7,664.00             |             |                         | 107          | 7,664.00                    | 118                         |              |                       |                    |                 | 0.09                    |                         | 5.6          | 12.5            | 7.8  |                       |                    |
| 18/06/2018 | 6,803.00             | 60          | 1.84                    | 108          | 6,803.00                    | 110                         | 2.5          | 0.91                  | 0.067              | 5.27            | 0.09                    | 5.2                     | 7.8          | 13              | 7.5  | 10                    |                    |
| 19/06/2018 | 6,470.00             |             |                         | 124          | 6,470.00                    | 106                         |              |                       |                    |                 | 0.07                    |                         | 2.8          | 13              | 7.4  |                       |                    |
| 20/06/2018 | 6,439.00             |             |                         | 161          | 6,439.00                    | 112                         |              |                       |                    |                 | 0.19                    |                         | 6.4          | 13              | 7.3  |                       |                    |
| 21/06/2018 | 6,007.00             |             |                         | 140          | 6,007.00                    | 102                         |              |                       |                    |                 | 0.11                    |                         | 8            | 13              | 7.3  |                       |                    |
| 22/06/2018 | 5,928.00             |             |                         | 154          | 5,928.00                    | 104                         |              |                       |                    |                 | 0.2                     |                         | 10           | 13              | 7.3  |                       |                    |
| 23/06/2018 | 6,068.00             |             |                         | 145          | 6,068.00                    | 95                          |              |                       |                    |                 | 0.09                    |                         | 2.8          | 13              | 7.4  |                       |                    |
| 24/06/2018 | 6,016.00             |             |                         | 127          | 6,016.00                    | 92                          |              |                       |                    |                 | 0.1                     |                         | 4            | 13              | 7.3  |                       |                    |
| 25/06/2018 | 5,944.00             | 83          | 2.44                    | 133          | 5,944.00                    | 95                          | 2            | 0.417                 | 0.013              | 6.52            | 0.03                    | 2                       | 2.8          | 13              | 7.3  | 20                    |                    |
| 26/06/2018 | 5,867.00             |             |                         | 142          | 5,867.00                    | 93                          |              |                       |                    |                 | 0.06                    |                         | 3.6          | 13              | 7.4  |                       |                    |
| 27/06/2018 | 5,966.00             |             |                         | 148          | 5,966.00                    | 98                          |              |                       |                    |                 | 0.07                    |                         | 4.4          | 13              | 7.4  |                       |                    |
| 28/06/2018 | 5,775.00             |             |                         | 145          | 5,775.00                    | 102                         |              |                       |                    |                 | 0.1                     |                         | 3.2          | 13              | 7.3  |                       |                    |
| 29/06/2018 | 6,047.00             |             |                         | 157          | 6,047.00                    | 111                         |              |                       |                    |                 | 0.07                    |                         | 8.8          | 15              | 7.7  |                       |                    |
| 30/06/2018 | 6,123.00             |             |                         | 129          | 6,123.00                    | 98                          |              |                       |                    |                 | 0.11                    |                         | 1.6          | 14.5            | 7.4  |                       |                    |
| Total      | 205,818.00           | 64.25       | 2.02                    | 138.80       | 205,818.00                  | 112.30                      | 2.95         | 2.00                  | 0.07               | 4.94            | 0.14                    | 5.80                    | 6.53         | 12.40           | 7.55 | 21.66                 | 1,410.00           |
| Average    | 6,860.60             |             |                         |              | 6,860.60                    |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | 0.00               |
| Minimum    | 5,775.00             | 54.00       | 1.43                    | 81.00        | 5,775.00                    | 92.00                       | 2.00         | 0.42                  | 0.01               | 3.20            | 0.03                    | 2.00                    | 1.60         | 11.00           | 7.30 | 10.00                 | 1,410.00           |
| Maximum    | 10,382.00            | 83.00       | 2.44                    | 208.00       | 10,382.00                   | 183.00                      | 5.00         | 3.55                  | 0.12               | 6.52            | 0.25                    | 12.50                   | 17.60        | 15.00           | 7.90 | 110.00                | 1,410.00           |
| Count      | 30                   | 4           | 4                       | 30           | 30                          | 30                          | 4            | 4                     | 4                  | 4               | 30                      | 4                       | 30           | 30              | 30   | 4                     | 1                  |

**Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary**

| 2018       | Raw Sewage           |             |                         |              | Final Effluent              |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | Bypass Volume (m3) |
|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|------|-----------------------|--------------------|
|            | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) | pH   | E. Coll. (ctu/100 mL) |                    |
| 01/07/2018 | 5,862.00             |             |                         | 131          | 5,862.00                    | 95                          |              |                       |                    |                 | 0.07                    |                         | 2            | 14              | 7.5  |                       |                    |
| 02/07/2018 | 5,949.00             |             |                         | 110          | 5,949.00                    | 101                         |              |                       |                    |                 | 0.15                    |                         | 6            | 14.5            | 7.5  |                       |                    |
| 03/07/2018 | 5,639.00             | 58          | 2.13                    | 129          | 5,639.00                    | 94                          | 2            | 0.288                 | 0.033              | 6.6             | 0.08                    | 4.8                     | 2.4          | 14.5            | 7.7  | 10                    |                    |
| 04/07/2018 | 8,623.00             |             |                         | 187          | 8,623.00                    | 171                         |              |                       |                    |                 | 0.09                    |                         | 4            | 14.5            | 7.8  |                       |                    |
| 05/07/2018 | 7,205.00             |             |                         | 144          | 7,205.00                    | 108                         |              |                       |                    |                 | 0.07                    |                         | 1.6          | 14.5            | 7.6  |                       |                    |
| 06/07/2018 | 6,695.00             |             |                         | 162          | 6,695.00                    | 161                         |              |                       |                    |                 | 0.08                    |                         | 2.8          | 14.5            | 7.6  |                       |                    |
| 07/07/2018 | 6,806.00             |             |                         | 182          | 6,806.00                    | 107                         |              |                       |                    |                 | 0.11                    |                         | 5.2          | 14.5            | 7.8  |                       |                    |
| 08/07/2018 | 6,374.00             |             |                         | 157          | 6,374.00                    | 104                         |              |                       |                    |                 | 0.1                     |                         | 4.4          | 14.5            | 7.8  |                       |                    |
| 09/07/2018 | 5,937.00             | 78          | 2.17                    | 153          | 5,937.00                    | 96                          | 2            | 0.548                 | 0.058              | 5.87            | 0.07                    | 5.2                     | 2.8          | 15              | 7.7  | 10                    |                    |
| 10/07/2018 | 5,706.00             |             |                         | 148          | 5,706.00                    | 94                          |              |                       |                    |                 | 0.06                    |                         | 2.4          | 15              | 7.7  |                       |                    |
| 11/07/2018 | 7,052.00             |             |                         | 151          | 7,052.00                    | 141                         |              |                       |                    |                 | 0.1                     |                         | 3.6          | 15              | 7.6  |                       |                    |
| 12/07/2018 | 6,413.00             |             |                         | 121          | 6,413.00                    | 105                         |              |                       |                    |                 | 0.12                    |                         | 2.8          | 15              | 7.7  |                       |                    |
| 13/07/2018 | 5,852.00             |             |                         | 205          | 5,852.00                    | 98                          |              |                       |                    |                 | 0.09                    |                         | 2.4          | 15              | 7.6  |                       |                    |
| 14/07/2018 | 5,866.00             |             |                         | 176          | 5,866.00                    | 99                          |              |                       |                    |                 | 0.11                    |                         | 3.6          | 15              | 7.7  |                       |                    |
| 15/07/2018 | 6,255.00             |             |                         | 137          | 6,255.00                    | 96                          |              |                       |                    |                 | 0.05                    |                         | 2.8          | 15              | 7.7  |                       |                    |
| 16/07/2018 | 5,965.00             | 86          | 2.22                    | 130          | 5,965.00                    | 95                          | 2            | 0.119                 | 0.019              | 5.7             | 0.03                    | 2                       | 4.8          | 15              | 7.6  | 10                    |                    |
| 17/07/2018 | 5,756.00             |             |                         | 154          | 5,756.00                    | 92                          |              |                       |                    |                 | 0.02                    |                         | 2.8          | 15              | 7.6  |                       |                    |
| 18/07/2018 | 5,861.00             |             |                         | 126          | 5,861.00                    | 101                         |              |                       |                    |                 | 0.01                    |                         | 2.4          | 15.5            | 7.7  |                       |                    |
| 19/07/2018 | 5,683.00             |             |                         | 131          | 5,683.00                    | 93                          |              |                       |                    |                 | 0.02                    |                         | 2.8          | 15.5            | 7.6  |                       |                    |
| 20/07/2018 | 5,609.00             |             |                         | 141          | 5,609.00                    | 89                          |              |                       |                    |                 | 0.12                    |                         | 1.6          | 16.5            | 7.7  |                       |                    |
| 21/07/2018 | 5,669.00             |             |                         | 134          | 5,669.00                    | 95                          |              |                       |                    |                 | 0.08                    |                         | 2.4          | 16              | 7.8  |                       |                    |
| 22/07/2018 | 5,369.00             |             |                         | 142          | 5,369.00                    | 93                          |              |                       |                    |                 | 0.08                    |                         | 4            | 16              | 7.4  |                       |                    |
| 23/07/2018 | 5,209.00             | 85          | 2.44                    | 140          | 5,209.00                    | 88                          | 2            | 0.22                  | 0.025              | 7.16            | 0.11                    | 2                       | 4.4          | 16              | 7.6  | 2                     |                    |
| 24/07/2018 | 5,316.00             |             |                         | 139          | 5,316.00                    | 89                          |              |                       |                    |                 | 0.05                    |                         | 3.2          | 16              | 7.6  |                       |                    |
| 25/07/2018 | 5,462.00             |             |                         | 164          | 5,462.00                    | 92                          |              |                       |                    |                 | 0.08                    |                         | 1.6          | 16              | 7.6  |                       |                    |
| 26/07/2018 | 5,464.00             |             |                         | 157          | 5,464.00                    | 90                          |              |                       |                    |                 | 0.07                    |                         | 2            | 15.5            | 7.5  |                       |                    |
| 27/07/2018 | 5,195.00             |             |                         | 160          | 5,195.00                    | 85                          |              |                       |                    |                 | 0.05                    |                         | 2            | 16              | 7.8  |                       |                    |
| 28/07/2018 | 5,366.00             |             |                         | 158          | 5,366.00                    | 98                          |              |                       |                    |                 | 0.08                    |                         | 1.6          | 16              | 7.7  |                       |                    |
| 29/07/2018 | 5,177.00             |             |                         | 143          | 5,177.00                    | 84                          |              |                       |                    |                 | 0.04                    |                         | 0.8          | 16.5            | 7.4  |                       |                    |
| 30/07/2018 | 5,039.00             | 115         | 2.76                    | 162          | 5,039.00                    | 90                          | 2            | 0.443                 | 0.05               | 7.71            | 0.08                    | 2                       | 1.2          | 16.5            | 7.7  | 10                    |                    |
| 31/07/2018 | 5,091.00             |             |                         | 182          | 5,091.00                    | 84                          |              |                       |                    |                 | 0.11                    |                         | 1.6          | 16.5            | 7.7  |                       |                    |
| Total      | 183,465.00           |             |                         |              | 183,465.00                  |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | 0.00               |
| Average    | 5,918.23             | 84.40       | 2.34                    | 150.19       | 5,918.23                    | 100.90                      | 2.00         | 0.32                  | 0.04               | 6.61            | 0.08                    | 3.20                    | 2.84         | 15.32           | 7.65 | 7.25                  | 0.00               |
| Minimum    | 5,039.00             | 58.00       | 2.13                    | 110.00       | 5,039.00                    | 84.00                       | 2.00         | 0.12                  | 0.02               | 5.70            | 0.01                    | 2.00                    | 0.80         | 14.00           | 7.40 | 2.00                  | 0.00               |
| Maximum    | 8,623.00             | 115.00      | 2.76                    | 205.00       | 8,623.00                    | 171.00                      | 2.00         | 0.55                  | 0.06               | 7.71            | 0.15                    | 5.20                    | 6.00         | 16.50           | 7.80 | 10.00                 | 0.00               |
| Count      | 31                   | 5           | 5                       | 31           | 31                          | 31                          | 5            | 5                     | 5                  | 5               | 31                      | 5                       | 31           | 31              | 31   | 5                     | 0                  |

**Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary**

| 2018       | Raw Sewage           |             |                         |              | Final Effluent              |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | Bypass Volume (m3) |
|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|------|-----------------------|--------------------|
|            | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) | pH   | E. Coll. (ctu/100 mL) |                    |
| 01/08/2018 | 5,602.00             |             |                         | 234          | 5,602.00                    | 94                          |              |                       |                    |                 | 0.1                     |                         | 2.8          | 16.5            | 7.8  |                       |                    |
| 02/08/2018 | 5,358.00             |             |                         | 226          | 5,358.00                    | 99                          |              |                       |                    |                 | 0.07                    |                         | 2.8          | 16.5            | 7.8  |                       |                    |
| 03/08/2018 | 5,159.00             |             |                         | 211          | 5,159.00                    | 90                          |              |                       |                    |                 | 0.09                    |                         | 3.6          | 16.5            | 7.7  |                       |                    |
| 04/08/2018 | 5,333.00             |             |                         | 161          | 5,333.00                    | 93                          |              |                       |                    |                 | 0.06                    |                         | 2.8          | 16.5            | 7.7  |                       |                    |
| 05/08/2018 | 4,876.00             |             |                         | 168          | 4,876.00                    | 82                          |              |                       |                    |                 | 0.06                    |                         | 1.6          | 16.5            | 7.6  |                       |                    |
| 06/08/2018 | 4,870.00             |             |                         | 197          | 4,870.00                    | 83                          |              |                       |                    |                 | 0.05                    |                         | 1.2          | 16.5            | 7.6  |                       |                    |
| 07/08/2018 | 4,918.00             | 123         | 3.55                    | 186          | 4,918.00                    | 90                          | 2            | 0.061                 | 0.033              | 7.46            | 0.03                    | 2                       | 2            | 17              | 7.7  | 12                    |                    |
| 08/08/2018 | 5,048.00             |             |                         | 177          | 5,048.00                    | 96                          |              |                       |                    |                 | 0.13                    |                         | 3.2          | 17              | 7.7  |                       |                    |
| 09/08/2018 | 4,636.00             |             |                         | 157          | 4,636.00                    | 83                          |              |                       |                    |                 | 0.08                    |                         | 1.2          | 17              | 7.5  |                       |                    |
| 10/08/2018 | 4,595.00             |             |                         | 164          | 4,595.00                    | 81                          |              |                       |                    |                 | 0.13                    |                         | 1.6          | 17.5            | 7.7  |                       |                    |
| 11/08/2018 | 4,780.00             |             |                         | 172          | 4,780.00                    | 82                          |              |                       |                    |                 | 0.15                    |                         | 1.6          | 18              | 7.7  |                       |                    |
| 12/08/2018 | 4,652.00             |             |                         | 160          | 4,652.00                    | 78                          |              |                       |                    |                 | 0.15                    |                         | 0.8          | 17.5            | 7.3  |                       |                    |
| 13/08/2018 | 4,823.00             |             |                         | 164          | 4,823.00                    | 85                          |              |                       |                    |                 | 0.23                    |                         | 2.8          | 17              | 7.8  |                       |                    |
| 14/08/2018 | 4,729.00             |             |                         | 151          | 4,729.00                    | 81                          |              |                       |                    |                 | 0.19                    |                         | 2            | 17              | 7.7  |                       |                    |
| 15/08/2018 | 4,972.00             | 86          | 2.56                    | 165          | 4,972.00                    | 91                          | 2            | 0.1                   | 0.061              | 7.7             | 0.18                    | 2.9                     | 3.2          | 17.5            | 7.7  | 10                    |                    |
| 16/08/2018 | 4,765.00             |             |                         | 168          | 4,765.00                    | 82                          |              |                       |                    |                 | 0.14                    |                         | 3.2          | 17.5            | 7.8  |                       |                    |
| 17/08/2018 | 4,779.00             |             |                         | 165          | 4,779.00                    | 84                          |              |                       |                    |                 | 0.19                    |                         | 2.8          | 17.5            | 7.8  |                       |                    |
| 18/08/2018 | 4,962.00             |             |                         | 182          | 4,962.00                    | 88                          |              |                       |                    |                 | 0.21                    |                         | 2.8          | 17.5            | 7.8  |                       |                    |
| 19/08/2018 | 5,106.00             |             |                         | 187          | 5,106.00                    | 86                          |              |                       |                    |                 | 0.18                    |                         | 2.4          | 17.5            | 7.9  |                       |                    |
| 20/08/2018 | 5,023.00             | 104         | 2.82                    | 179          | 5,023.00                    | 88                          | 2            | 0.028                 | 0.059              | 7.7             | 0.17                    | 3.3                     | 3.6          | 17              | 7.8  | 10                    |                    |
| 21/08/2018 | 4,907.00             |             |                         | 199          | 4,907.00                    | 87                          |              |                       |                    |                 | 0.21                    |                         | 3.6          | 17              | 7.9  |                       |                    |
| 22/08/2018 | 4,923.00             |             |                         | 175          | 4,923.00                    | 86                          |              |                       |                    |                 | 0.21                    |                         | 5.6          | 17.5            | 8    |                       |                    |
| 23/08/2018 | 4,812.00             |             |                         | 183          | 4,812.00                    | 86                          |              |                       |                    |                 | 0.22                    |                         | 2.8          | 17.5            | 7.8  |                       |                    |
| 24/08/2018 | 4,938.00             |             |                         | 177          | 4,938.00                    | 93                          |              |                       |                    |                 | 0.2                     |                         | 4            | 17.5            | 7.8  |                       |                    |
| 25/08/2018 | 5,493.00             |             |                         | 163          | 5,493.00                    | 124                         |              |                       |                    |                 | 0.23                    |                         | 4.4          | 17.5            | 7.9  |                       |                    |
| 26/08/2018 | 5,488.00             |             |                         | 231          | 5,488.00                    | 98                          |              |                       |                    |                 | 0.23                    |                         | 3.6          | 17.5            | 7.9  |                       |                    |
| 27/08/2018 | 6,250.00             | 139         | 2.97                    | 222          | 6,250.00                    | 122                         | 2            | 0.12                  | 0.106              | 6.67            | 0.21                    | 2.1                     | 5.6          | 17.5            | 7.9  | 60                    |                    |
| 28/08/2018 | 5,444.00             |             |                         | 177          | 5,444.00                    | 92                          |              |                       |                    |                 | 0.19                    |                         | 4            | 17.5            | 7.8  |                       |                    |
| 29/08/2018 | 5,444.00             |             |                         | 162          | 5,444.00                    | 93                          |              |                       |                    |                 | 0.21                    |                         | 4.4          | 17.5            | 7.8  |                       |                    |
| 30/08/2018 | 5,243.00             |             |                         | 186          | 5,243.00                    | 92                          |              |                       |                    |                 | 0.2                     |                         | 4            | 17.5            | 7.9  |                       |                    |
| 31/08/2018 | 5,198.00             |             |                         | 168          | 5,198.00                    | 84                          |              |                       |                    |                 | 0.24                    |                         | 3.6          | 17.5            | 7.7  |                       |                    |
| Total      | 157,126.00           |             |                         |              | 157,126.00                  |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | 0.00               |
| Average    | 5,068.58             | 113.00      | 2.98                    | 181.19       | 5,068.58                    | 90.10                       | 2.00         | 0.08                  | 0.06               | 7.38            | 0.16                    | 2.58                    | 3.02         | 17.21           | 7.76 | 16.38                 | 0.00               |
| Minimum    | 4,595.00             | 86.00       | 2.56                    | 151.00       | 4,595.00                    | 78.00                       | 2.00         | 0.03                  | 0.03               | 6.67            | 0.03                    | 2.00                    | 0.80         | 16.50           | 7.30 | 10.00                 | 0.00               |
| Maximum    | 6,250.00             | 139.00      | 3.55                    | 234.00       | 6,250.00                    | 124.00                      | 2.00         | 0.12                  | 0.11               | 7.70            | 0.24                    | 3.30                    | 5.60         | 18.00           | 8.00 | 60.00                 | 0.00               |
| Count      | 31                   | 4           | 4                       | 31           | 31                          | 31                          | 4            | 4                     | 4                  | 4               | 31                      | 4                       | 31           | 31              | 31   | 4                     | 0                  |

**Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary**

| 2018       | Raw Sewage           |             |                         |              |                             | Final Effluent              |              |                       |                    |                 |                         |                         |              |                 |      |                       |                    |
|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|------|-----------------------|--------------------|
|            | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) | pH   | E. Coll. (cfu/100 mL) | Bypass Volume (m3) |
| 01/09/2018 | 5,207.00             |             |                         | 171          | 5,207.00                    | 96                          |              |                       |                    |                 | 0.22                    |                         | 4.4          | 17.5            | 7.8  |                       |                    |
| 02/09/2018 | 4,949.00             |             |                         | 163          | 4,949.00                    | 85                          |              |                       |                    |                 | 0.2                     |                         | 3.6          | 17.5            | 7.7  |                       |                    |
| 03/09/2018 | 4,991.00             |             |                         | 209          | 4,991.00                    | 86                          |              |                       |                    |                 | 0.11                    |                         | 2            | 17.5            | 7.8  |                       |                    |
| 04/09/2018 | 5,222.00             | 134         | 3.69                    | 220          | 5,222.00                    | 87                          | 2            | 0.07                  | 0.05               | 7.14            | 0.1                     | 2                       | 4.8          | 17.5            | 7.8  | 10                    |                    |
| 05/09/2018 | 5,389.00             |             |                         | 230          | 5,389.00                    | 97                          |              |                       |                    |                 | 0.1                     |                         | 3.6          | 17.5            | 7.8  |                       |                    |
| 06/09/2018 | 5,082.00             |             |                         | 223          | 5,082.00                    | 90                          |              |                       |                    |                 | 0.1                     |                         | 4.4          | 17.5            | 7.9  |                       |                    |
| 07/09/2018 | 4,885.00             |             |                         | 182          | 4,885.00                    | 92                          |              |                       |                    |                 | 0.1                     |                         | 2.4          | 17.5            | 7.9  |                       |                    |
| 08/09/2018 | 5,048.00             |             |                         | 187          | 5,048.00                    | 92                          |              |                       |                    |                 | 0.11                    |                         | 2            | 17.5            | 7.8  |                       |                    |
| 09/09/2018 | 4,994.00             |             |                         | 207          | 4,994.00                    | 88                          |              |                       |                    |                 | 0.11                    |                         | 2.4          | 17.5            | 7.9  |                       |                    |
| 10/09/2018 | 5,023.00             | 116         | 2.99                    | 172          | 5,023.00                    | 91                          | 2            | 0.168                 | 0.019              | 7.91            | 0.11                    | 2.4                     | 2.4          | 17.5            | 7.9  | 10                    |                    |
| 11/09/2018 | 4,903.00             |             |                         | 165          | 4,903.00                    | 90                          |              |                       |                    |                 | 0.14                    |                         | 1.2          | 17.5            | 7.8  |                       |                    |
| 12/09/2018 | 6,096.00             |             |                         | 165          | 6,096.00                    | 148                         |              |                       |                    |                 | 0.15                    |                         | 8            | 17.5            | 7.6  |                       |                    |
| 13/09/2018 | 3,629.00             |             |                         | 185          | 3,629.00                    | 135                         |              |                       |                    |                 | 0.3                     |                         | 15.2         | 17              | 7.7  |                       |                    |
| 14/09/2018 | 4,762.00             |             |                         | 177          | 4,762.00                    | 85                          |              |                       |                    |                 | 0.12                    |                         | 4.4          | 17              | 7.7  |                       |                    |
| 15/09/2018 | 5,030.00             |             |                         | 168          | 5,030.00                    | 89                          |              |                       |                    |                 | 0.1                     |                         | 3.6          | 17              | 7.6  |                       |                    |
| 16/09/2018 | 5,496.00             |             |                         | 161          | 5,496.00                    | 87                          |              |                       |                    |                 | 0.1                     |                         | 2            | 17              | 7.6  |                       |                    |
| 17/09/2018 | 5,063.00             | 102         | 3.92                    | 173          | 5,063.00                    | 92                          | 2            | 0.956                 | 0.023              | 1.84            | 0.11                    | 2                       | 2.4          | 16.5            | 7.8  | 2                     |                    |
| 18/09/2018 | 4,902.00             |             |                         | 186          | 4,902.00                    | 90                          |              |                       |                    |                 | 0.06                    |                         | 1.6          | 17.5            | 7.8  |                       |                    |
| 19/09/2018 | 5,088.00             |             |                         | 199          | 5,088.00                    | 89                          |              |                       |                    |                 | 0.12                    |                         | 4.4          | 17.5            | 7.7  |                       |                    |
| 20/09/2018 | 5,254.00             |             |                         | 221          | 5,254.00                    | 100                         |              |                       |                    |                 | 0.16                    |                         | 2.4          | 16.5            | 7.9  |                       |                    |
| 21/09/2018 | 8,044.00             |             |                         | 190          | 8,044.00                    | 143                         |              |                       |                    |                 | 0.14                    |                         | 5.6          | 16.5            | 7.9  |                       |                    |
| 22/09/2018 | 6,303.00             |             |                         | 169          | 6,303.00                    | 104                         |              |                       |                    |                 | 0.15                    |                         | 3.2          | 16.5            | 7.9  |                       |                    |
| 23/09/2018 | 6,382.00             |             |                         | 150          | 6,382.00                    | 104                         |              |                       |                    |                 | 0.12                    |                         | 2.8          | 16.5            | 7.8  |                       |                    |
| 24/09/2018 | 7,378.00             | 99          | 2.47                    | 153          | 7,378.00                    | 121                         | 3            | 0.42                  | 0.013              | 6.6             | 0.15                    | 2.9                     | 5.2          | 17              | 7.7  | 10                    |                    |
| 25/09/2018 | 7,196.00             |             |                         | 125          | 7,196.00                    | 111                         |              |                       |                    |                 | 0.14                    |                         | 3.2          | 17              | 7.8  |                       |                    |
| 26/09/2018 | 7,095.00             |             |                         | 125          | 7,095.00                    | 107                         |              |                       |                    |                 | 0.12                    |                         | 2.4          | 17              | 7.8  |                       |                    |
| 27/09/2018 | 6,751.00             |             |                         | 126          | 6,751.00                    | 105                         |              |                       |                    |                 | 0.14                    |                         | 2            | 17              | 7.8  |                       |                    |
| 28/09/2018 | 6,320.00             |             |                         | 132          | 6,320.00                    | 103                         |              |                       |                    |                 | 0.11                    |                         | 2.4          | 17              | 7.8  |                       |                    |
| 29/09/2018 | 6,706.00             |             |                         | 112          | 6,706.00                    | 109                         |              |                       |                    |                 | 0.13                    |                         | 3.6          | 17              | 7.7  |                       |                    |
| 30/09/2018 | 6,377.00             |             |                         |              | 6,377.00                    | 144                         |              |                       |                    |                 |                         |                         |              |                 |      |                       |                    |
| Total      | 169,565.00           |             |                         |              | 169,565.00                  |                             |              |                       |                    |                 |                         |                         |              |                 |      |                       | 0.00               |
| Average    | 5,652.17             | 112.75      | 3.27                    | 174.00       | 5,652.17                    | 102.00                      | 2.25         | 0.40                  | 0.03               | 5.87            | 0.13                    | 2.33                    | 3.71         | 17.16           | 7.78 | 6.69                  | 0.00               |
| Minimum    | 3,629.00             | 99.00       | 2.47                    | 112.00       | 3,629.00                    | 85.00                       | 2.00         | 0.07                  | 0.01               | 1.84            | 0.06                    | 2.00                    | 1.20         | 16.50           | 7.60 | 2.00                  | 0.00               |
| Maximum    | 8,044.00             | 134.00      | 3.92                    | 230.00       | 8,044.00                    | 148.00                      | 3.00         | 0.96                  | 0.05               | 7.91            | 0.30                    | 2.90                    | 15.20        | 17.50           | 7.90 | 10.00                 | 0.00               |
| Count      | 30                   | 4           | 4                       | 29           | 30                          | 30                          | 4            | 4                     | 4                  | 4               | 29                      | 4                       | 29           | 29              | 29   | 4                     | 0                  |

**Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary**

| 2018       | Raw Sewage           |             |                         |              | Final Effluent              |                             |              |                       |                    |                 |                         |                         |              |                 | Bypass Volume (m3) |       |                       |
|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|--------------------|-------|-----------------------|
|            | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) |                    | pH    | E. Coll. (ctu/100 mL) |
| 01/10/2018 | 6,244.00             |             |                         | 126          | 6,244.00                    | 101                         |              |                       |                    |                 | 0.09                    |                         | 1.6          | 17              | 7.7                |       |                       |
| 02/10/2018 | 6,235.00             | 78          | 2.13                    | 151          | 6,235.00                    | 104                         | 2            | 0.034                 | 0.025              | 5.97            | 0.07                    | 2                       | 2            | 16.5            | 7.8                | 10    |                       |
| 03/10/2018 | 7,390.00             |             |                         | 136          | 7,390.00                    | 123                         |              |                       |                    |                 | 0.06                    |                         | 1.2          | 16.5            | 7.8                |       |                       |
| 04/10/2018 | 6,971.00             |             |                         | 110          | 6,971.00                    | 106                         |              |                       |                    |                 | 0.18                    |                         | 4.8          | 16.5            | 7.7                |       |                       |
| 05/10/2018 | 6,900.00             |             |                         | 128          | 6,900.00                    | 131                         |              |                       |                    |                 | 0.13                    |                         | 2            | 16              | 8                  |       |                       |
| 06/10/2018 | 7,443.00             |             |                         | 119          | 7,443.00                    | 112                         |              |                       |                    |                 | 0.13                    |                         | 1.2          | 16              | 7.8                |       |                       |
| 07/10/2018 | 6,964.00             |             |                         | 156          | 6,964.00                    | 110                         |              |                       |                    |                 | 0.14                    |                         | 1.6          | 15.5            | 7.9                |       |                       |
| 08/10/2018 | 7,738.00             |             |                         | 141          | 7,738.00                    | 121                         |              |                       |                    |                 | 0.13                    |                         | 2.8          | 15.5            | 7.7                |       |                       |
| 09/10/2018 | 8,462.00             | 95          | 1.9                     | 111          | 8,462.00                    | 158                         | 2            | 0.078                 | 0.031              | 5.66            | 0.19                    | 3.5                     | 6.4          | 15.5            | 8                  | 10    |                       |
| 10/10/2018 | 8,706.00             |             |                         | 130          | 8,706.00                    | 130                         |              |                       |                    |                 | 0.25                    |                         | 9.2          | 15              | 7.8                |       |                       |
| 11/10/2018 | 8,272.00             |             |                         | 103          | 8,272.00                    | 123                         |              |                       |                    |                 | 0.16                    |                         | 2            | 15              | 7.6                |       |                       |
| 12/10/2018 | 8,715.00             |             |                         | 113          | 8,715.00                    | 129                         |              |                       |                    |                 | 0.15                    |                         | 2.8          | 15              | 7.7                |       |                       |
| 13/10/2018 | 9,271.00             |             |                         | 131          | 9,271.00                    | 135                         |              |                       |                    |                 | 0.14                    |                         | 3.6          | 14.5            | 7.9                |       |                       |
| 14/10/2018 | 9,123.00             |             |                         | 132          | 9,123.00                    | 132                         |              |                       |                    |                 | 0.11                    |                         | 5.2          | 14.5            | 8                  |       |                       |
| 15/10/2018 | 8,826.00             | 62          | 1.46                    | 130          | 8,826.00                    | 133                         | 2            | 0.133                 | 0.022              | 5.13            |                         | 3.5                     | 1.6          | 14.5            | 7.8                | 10    |                       |
| 16/10/2018 | 8,499.00             |             |                         | 108          | 8,499.00                    | 128                         |              |                       |                    |                 | 0.1                     |                         | 2.8          | 14.5            | 7.9                |       |                       |
| 17/10/2018 | 8,260.00             |             |                         | 126          | 8,260.00                    | 123                         |              |                       |                    |                 | 0.2                     |                         | 2.4          | 14.5            | 7.8                |       |                       |
| 18/10/2018 | 7,987.00             |             |                         | 125          | 7,987.00                    | 140                         |              |                       |                    |                 | 0.07                    |                         | 1.6          | 14.5            | 7.8                |       |                       |
| 19/10/2018 | 7,676.00             |             |                         | 111          | 7,676.00                    | 126                         |              |                       |                    |                 | 0.09                    |                         | 1.2          | 14.5            | 7.8                |       |                       |
| 20/10/2018 | 7,581.00             |             |                         | 119          | 7,581.00                    | 117                         |              |                       |                    |                 | 0.12                    |                         | 4            | 14.5            | 7.8                |       |                       |
| 21/10/2018 | 7,395.00             |             |                         | 131          | 7,395.00                    | 114                         |              |                       |                    |                 | 0.1                     |                         | 1.6          | 14.5            | 7.8                |       |                       |
| 22/10/2018 | 7,177.00             |             |                         | 170          | 7,177.00                    | 118                         |              |                       |                    |                 | 0.03                    |                         | 1.2          | 14.5            | 7.6                |       |                       |
| 23/10/2018 | 6,960.00             | 72          | 1.88                    | 128          | 6,960.00                    | 108                         | 2            | 0.366                 | 0.07               | 5.46            | 0.03                    | 2                       | 0.8          | 14              | 7.6                | 10    |                       |
| 24/10/2018 | 7,162.00             |             |                         | 161          | 7,162.00                    | 113                         |              |                       |                    |                 | 0.06                    |                         | 2.4          | 14              | 7.6                |       |                       |
| 25/10/2018 | 6,948.00             |             |                         | 116          | 6,948.00                    | 109                         |              |                       |                    |                 | 0.08                    |                         | 2.4          | 14              | 7.8                |       |                       |
| 26/10/2018 | 7,154.00             |             |                         | 107          | 7,154.00                    | 113                         |              |                       |                    |                 | 0.05                    |                         | 1.2          | 14              | 8                  |       |                       |
| 27/10/2018 | 7,575.00             |             |                         | 132          | 7,575.00                    | 117                         |              |                       |                    |                 | 0.08                    |                         | 1.2          | 14              | 8                  |       |                       |
| 28/10/2018 | 8,120.00             |             |                         | 109          | 8,120.00                    | 118                         |              |                       |                    |                 | 0.14                    |                         | 1.6          | 14              | 7.9                |       |                       |
| 29/10/2018 | 7,748.00             | 77          |                         | 112          | 7,748.00                    | 118                         | 2            | 0.107                 | 0.01               | 5.06            | 0.16                    | 2                       | 1.2          | 14              | 7.9                | 10    |                       |
| 30/10/2018 | 8,015.00             |             |                         | 123          | 8,015.00                    | 122                         |              |                       |                    |                 | 0.07                    |                         | 2.4          | 14              | 7.8                |       |                       |
| 31/10/2018 | 7,977.00             |             |                         | 108          | 7,977.00                    | 129                         |              |                       |                    |                 | 0.13                    |                         | 2.8          | 14              | 8                  |       |                       |
| Total      | 239,494.00           |             |                         |              | 239,494.00                  |                             |              |                       |                    |                 |                         |                         |              |                 |                    |       | 0.00                  |
| Average    | 7,725.61             | 76.80       | 1.84                    | 125.90       | 7,725.61                    | 121.32                      | 2.00         | 0.14                  | 0.03               | 5.46            | 0.11                    | 2.60                    | 2.54         | 14.87           | 7.82               | 10.00 | 0.00                  |
| Minimum    | 6,235.00             | 62.00       | 1.46                    | 103.00       | 6,235.00                    | 101.00                      | 2.00         | 0.03                  | 0.01               | 5.06            | 0.03                    | 2.00                    | 0.80         | 14.00           | 7.60               | 10.00 | 0.00                  |
| Maximum    | 9,271.00             | 95.00       | 2.13                    | 170.00       | 9,271.00                    | 158.00                      | 2.00         | 0.37                  | 0.07               | 5.97            | 0.25                    | 3.50                    | 9.20         | 17.00           | 8.00               | 10.00 | 0.00                  |
| Count      | 31                   | 5           | 4                       | 31           | 31                          | 31                          | 5            | 5                     | 5                  | 5               | 30                      | 5                       | 31           | 31              | 31                 | 5     | 0                     |

Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary

| 2018       | Raw Sewage           |             |                         |              | Final Effluent              |                             |              |                       |                    |                 |                         |                         |              |                 |      |                        |                    |  |
|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|------|------------------------|--------------------|--|
|            | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) | pH   | E. Coll. (ctfu/100 mL) | Bypass Volume (m3) |  |
| 01/11/2018 | 7,700.00             |             |                         | 118          | 7,700.00                    | 116                         |              |                       |                    |                 | 0.01                    |                         | 2            | 13.5            | 7.6  |                        |                    |  |
| 02/11/2018 | 7,522.00             |             |                         | 126          | 7,522.00                    | 113                         |              |                       |                    |                 | 0.04                    |                         | 2.4          | 13.5            | 7.7  |                        |                    |  |
| 03/11/2018 | 7,641.00             |             |                         | 135          | 7,641.00                    | 114                         |              |                       |                    |                 | 0.07                    |                         | 4            | 13.5            | 7.7  |                        |                    |  |
| 04/11/2018 | 7,840.00             |             |                         | 153          | 7,840.00                    | 118                         |              |                       |                    |                 | 0.01                    |                         | 1.2          | 13.5            | 7.6  |                        |                    |  |
| 05/11/2018 | 7,332.00             | 86          |                         | 140          | 7,332.00                    | 114                         | 2            | 1.23                  | 0.01               | 5.58            | 0.02                    | 2                       | 0.8          | 13.5            | 7.6  | 10                     |                    |  |
| 06/11/2018 | 7,228.00             |             |                         | 119          | 7,228.00                    | 113                         |              |                       |                    |                 | 0.08                    |                         | 4.4          | 13.5            | 7.6  |                        |                    |  |
| 07/11/2018 | 7,229.00             |             |                         | 184          | 7,229.00                    | 112                         |              |                       |                    |                 | 0.17                    |                         | 5.2          | 13.5            | 8    |                        |                    |  |
| 08/11/2018 | 6,970.00             |             |                         | 136          | 6,970.00                    | 110                         |              |                       |                    |                 | 0.1                     |                         | 3.6          | 13              | 8.1  |                        |                    |  |
| 09/11/2018 | 7,008.00             |             |                         | 171          | 7,008.00                    | 116                         |              |                       |                    |                 | 0.1                     |                         | 3.2          | 13              | 8    |                        |                    |  |
| 10/11/2018 | 7,182.00             |             |                         | 166          | 7,182.00                    | 115                         |              |                       |                    |                 | 0.15                    |                         | 3.2          | 12.5            | 8    |                        |                    |  |
| 11/11/2018 | 6,902.00             |             |                         | 149          | 6,902.00                    | 106                         |              |                       |                    |                 | 0.16                    |                         | 4            | 12.5            | 7.9  |                        |                    |  |
| 12/11/2018 | 6,664.00             |             |                         | 136          | 6,664.00                    | 99                          |              |                       |                    |                 | 0.12                    | 4.1                     | 2.8          | 13              | 7.9  |                        |                    |  |
| 13/11/2018 | 6,699.00             | 85          | 2.14                    | 137          | 6,699.00                    | 103                         | 2            | 0.283                 | 0.01               | 7.17            | 0.12                    |                         | 3.6          | 12.5            | 8    | 10                     |                    |  |
| 14/11/2018 | 6,837.00             |             |                         | 129          | 6,837.00                    | 114                         |              |                       |                    |                 | 0.14                    |                         | 4            | 12.5            | 7.7  |                        |                    |  |
| 15/11/2018 | 6,574.00             |             |                         | 111          | 6,574.00                    | 104                         |              |                       |                    |                 | 0.13                    |                         | 2            | 12.5            | 7.9  |                        |                    |  |
| 16/11/2018 | 6,376.00             |             |                         | 133          | 6,376.00                    | 101                         |              |                       |                    |                 | 0.11                    |                         | 4            | 12.5            | 7.7  |                        |                    |  |
| 17/11/2018 | 6,516.00             |             |                         | 126          | 6,516.00                    | 108                         |              |                       |                    |                 | 0.13                    |                         | 3.2          | 12.5            | 7.8  |                        |                    |  |
| 18/11/2018 | 6,390.00             |             |                         | 144          | 6,390.00                    | 100                         |              |                       |                    |                 | 0.09                    |                         | 2            | 12.5            | 7.8  |                        |                    |  |
| 19/11/2018 | 6,285.00             | 84          | 3.14                    | 136          | 6,285.00                    | 102                         | 2            | 0.448                 | 0.01               | 7.58            | 0.1                     | 2                       | 2.4          | 12.5            | 7.7  | 20                     |                    |  |
| 20/11/2018 | 6,254.00             |             |                         | 139          | 6,254.00                    | 98                          |              |                       |                    |                 | 0.05                    |                         | 2.4          | 12.5            | 7.7  |                        |                    |  |
| 21/11/2018 | 6,414.00             |             |                         | 120          | 6,414.00                    | 115                         |              |                       |                    |                 | 0.06                    |                         | 2            | 12              | 7.5  |                        |                    |  |
| 22/11/2018 | 6,243.00             |             |                         | 142          | 6,243.00                    | 103                         |              |                       |                    |                 | 0.14                    |                         | 3.2          | 12              | 7.9  |                        |                    |  |
| 23/11/2018 | 6,186.00             |             |                         | 138          | 6,186.00                    | 96                          |              |                       |                    |                 | 0.15                    |                         | 1.2          | 12              | 8    |                        |                    |  |
| 24/11/2018 | 6,278.00             |             |                         | 126          | 6,278.00                    | 102                         |              |                       |                    |                 | 0.11                    |                         | 4            | 12              | 8    |                        |                    |  |
| 25/11/2018 | 6,131.00             |             |                         | 139          | 6,131.00                    | 98                          |              |                       |                    |                 | 0.12                    |                         | 2            | 11.5            | 7.9  |                        |                    |  |
| 26/11/2018 | 6,192.00             | 72          | 2.17                    | 163          | 6,192.00                    | 102                         | 2            | 0.074                 | 0.028              | 8.73            | 0.1                     | 2.8                     | 3.6          | 11.5            | 7.9  | 10                     |                    |  |
| 27/11/2018 | 6,227.00             |             |                         | 170          | 6,227.00                    | 102                         |              |                       |                    |                 | 0.12                    |                         | 2.4          | 11.5            | 7.5  |                        |                    |  |
| 28/11/2018 | 6,251.00             |             |                         | 157          | 6,251.00                    | 109                         |              |                       |                    |                 | 0.17                    |                         | 3.6          | 11.5            | 7.2  |                        |                    |  |
| 29/11/2018 | 5,936.00             |             |                         | 159          | 5,936.00                    | 98                          |              |                       |                    |                 | 0.12                    |                         | 1.2          | 11.5            | 7.2  |                        |                    |  |
| 30/11/2018 | 5,738.00             |             |                         | 139          | 5,738.00                    | 99                          |              |                       |                    |                 | 0.11                    |                         | 1.6          | 11.5            | 7.2  |                        |                    |  |
| Total      | 200,745.00           | 81.75       | 2.48                    | 141.37       | 200,745.00                  | 106.67                      | 2.00         | 0.51                  | 0.01               | 7.27            | 0.10                    | 2.73                    | 2.84         | 12.52           | 7.74 | 11.89                  | 0.00               |  |
| Average    | 6,691.50             |             |                         |              | 6,691.50                    |                             |              |                       |                    |                 |                         |                         |              |                 |      |                        | 0.00               |  |
| Minimum    | 5,738.00             | 72.00       | 2.14                    | 111.00       | 5,738.00                    | 96.00                       | 2.00         | 0.07                  | 0.01               | 5.58            | 0.01                    | 2.00                    | 0.80         | 11.50           | 7.20 | 10.00                  | 0.00               |  |
| Maximum    | 7,840.00             | 86.00       | 3.14                    | 184.00       | 7,840.00                    | 118.00                      | 2.00         | 1.23                  | 0.03               | 8.73            | 0.17                    | 4.10                    | 5.20         | 13.50           | 8.10 | 20.00                  | 0.00               |  |
| Count      | 30                   | 4           | 3                       | 30           | 30                          | 30                          | 4            | 4                     | 4                  | 4               | 30                      | 4                       | 30           | 30              | 30   | 4                      | 0                  |  |

**Fort Frances Wastewater Treatment Plant  
Monthly Operations Summary**

| 2018       | Raw Sewage           |             |                         |              | Final Effluent              |                             |              |                       |                    |                 |                         |                         |              |                 | Bypass Volume (m3) |       |                       |
|------------|----------------------|-------------|-------------------------|--------------|-----------------------------|-----------------------------|--------------|-----------------------|--------------------|-----------------|-------------------------|-------------------------|--------------|-----------------|--------------------|-------|-----------------------|
|            | Raw Flow: Sum (m3/d) | BOD5 (mg/L) | Total Phosphorus (mg/L) | SS (mg/L) IH | Final Eff. Flow: Sum (m3/d) | Final Eff. Flow: Max. (L/s) | CBOD5 (mg/L) | NH3 + NH4 as N (mg/L) | Nitrite - N (mg/L) | Nitrate-N(mg/L) | Total Phosphorus (mg/L) | Suspended Solids (mg/L) | SS (mg/L) IH | Temperature (C) |                    | pH    | E. Coll. (ctu/100 mL) |
| 01/12/2018 | 5,935.00             |             |                         | 151          | 5,935.00                    | 99                          |              |                       |                    |                 | 0.08                    |                         | 4            | 11.5            | 7.2                |       |                       |
| 02/12/2018 | 5,761.00             |             |                         | 146          | 5,761.00                    | 96                          |              |                       |                    |                 | 0.06                    |                         | 2            | 11.5            | 7.2                |       |                       |
| 03/12/2018 | 5,619.00             |             |                         | 139          | 5,619.00                    | 92                          |              |                       |                    |                 | 0.01                    |                         | 1.2          |                 | 7.1                |       |                       |
| 04/12/2018 | 5,638.00             | 83          | 2.39                    | 133          | 5,638.00                    | 93                          | 2            | 0.461                 | 0.019              | 8.54            | 0.05                    | 2                       | 2            | 11.5            | 7.1                | 10    |                       |
| 05/12/2018 | 5,668.00             |             |                         | 124          | 5,668.00                    | 95                          |              |                       |                    |                 | 0.11                    |                         | 4            | 11.5            | 7.2                |       |                       |
| 06/12/2018 | 5,536.00             |             |                         | 132          | 5,536.00                    | 98                          |              |                       |                    |                 | 0.1                     |                         | 3.6          | 11              | 7.1                |       |                       |
| 07/12/2018 | 5,516.00             |             |                         | 132          | 5,516.00                    | 92                          |              |                       |                    |                 | 0.12                    |                         | 2.4          | 11              | 7.2                |       |                       |
| 08/12/2018 | 5,888.00             |             |                         | 169          | 5,888.00                    | 107                         |              |                       |                    |                 | 0.13                    |                         | 2.8          | 11.5            | 7                  |       |                       |
| 09/12/2018 | 5,698.00             |             |                         | 164          | 5,698.00                    | 91                          |              |                       |                    |                 | 0.11                    |                         | 2.8          | 11              | 7.1                |       |                       |
| 10/12/2018 | 5,502.00             | 106         | 2.49                    | 150          | 5,502.00                    | 91                          | 2            | 0.048                 | 0.019              | 8.21            | 0.13                    | 2                       | 2            | 11              | 7.1                | 10    |                       |
| 11/12/2018 | 5,424.00             |             |                         | 156          | 5,424.00                    | 89                          |              |                       |                    |                 | 0.11                    |                         | 2.4          | 11              | 7.1                |       |                       |
| 12/12/2018 | 5,705.00             |             |                         | 133          | 5,705.00                    | 103                         |              |                       |                    |                 | 0.09                    |                         | 3.6          | 11              | 7                  |       |                       |
| 13/12/2018 | 5,393.00             |             |                         | 146          | 5,393.00                    | 93                          |              |                       |                    |                 | 0.12                    |                         | 2.4          | 11              | 7.1                |       |                       |
| 14/12/2018 | 5,478.00             |             |                         | 197          | 5,478.00                    | 94                          |              |                       |                    |                 | 0.14                    |                         | 4            | 11              | 7.1                |       |                       |
| 15/12/2018 | 5,658.00             |             |                         | 188          | 5,658.00                    | 92                          |              |                       |                    |                 | 0.11                    |                         | 2.8          | 11              | 7.1                |       |                       |
| 16/12/2018 | 5,463.00             |             |                         | 154          | 5,463.00                    | 90                          |              |                       |                    |                 | 0.08                    |                         | 1.2          | 11              | 7                  |       |                       |
| 17/12/2018 | 5,265.00             | 106         | 2.41                    | 150          | 5,265.00                    | 92                          | 2.6          | 0.524                 | 0.035              | 7.28            | 0.07                    | 2                       | 0.8          | 11              | 7.2                | 10    |                       |
| 18/12/2018 | 5,313.00             |             |                         | 149          | 5,313.00                    | 88                          |              |                       |                    |                 | 0.2                     |                         | 7.6          | 11              | 6.9                |       |                       |
| 19/12/2018 | 5,497.00             |             |                         | 152          | 5,497.00                    | 99                          |              |                       |                    |                 | 0.16                    |                         | 6.4          | 10.5            | 7.1                |       |                       |
| 20/12/2018 | 5,356.00             |             |                         | 160          | 5,356.00                    | 87                          |              |                       |                    |                 | 0.18                    |                         | 2.8          | 10.5            | 6.9                |       |                       |
| 21/12/2018 | 5,236.00             |             |                         | 158          | 5,236.00                    | 92                          |              |                       |                    |                 | 0.2                     |                         | 3.6          | 10              | 7                  |       |                       |
| 22/12/2018 | 5,571.00             |             |                         | 158          | 5,571.00                    | 96                          |              |                       |                    |                 | 0.17                    |                         | 4.8          | 10              | 7                  |       |                       |
| 23/12/2018 | 5,283.00             |             |                         | 141          | 5,283.00                    | 87                          |              |                       |                    |                 | 0.12                    |                         | 3.2          | 10              | 7.3                |       |                       |
| 24/12/2018 | 5,262.00             |             |                         | 147          | 5,262.00                    | 95                          |              |                       |                    |                 | 0.11                    |                         | 2.8          | 10              | 7                  |       |                       |
| 25/12/2018 | 5,053.00             |             |                         | 193          | 5,053.00                    | 83                          |              |                       |                    |                 | 0.12                    |                         | 2.4          | 10              | 7                  |       |                       |
| 26/12/2018 | 5,389.00             |             |                         | 148          | 5,389.00                    | 91                          |              |                       |                    |                 | 0.1                     |                         | 2            | 10              | 7                  |       |                       |
| 27/12/2018 | 5,252.00             | 86          | 2.81                    | 152          | 5,252.00                    | 88                          | 2            | 0.172                 | 0.063              | 9.27            | 0.13                    | 2                       | 3.6          | 10              | 7                  | 10    |                       |
| 28/12/2018 | 5,147.00             |             |                         | 161          | 5,147.00                    | 89                          |              |                       |                    |                 | 0.09                    |                         | 2            | 10              | 7                  |       |                       |
| 29/12/2018 | 5,372.00             |             |                         | 156          | 5,372.00                    | 91                          |              |                       |                    |                 | 0.06                    |                         | 3.6          | 10              | 7                  |       |                       |
| 30/12/2018 | 5,243.00             |             |                         | 167          | 5,243.00                    | 90                          |              |                       |                    |                 | 0.08                    |                         | 1.6          | 10              | 7                  |       |                       |
| 31/12/2018 | 5,142.00             |             |                         | 124          | 5,142.00                    | 91                          |              |                       |                    |                 | 0.1                     |                         | 4            | 9.5             | 7                  |       |                       |
| Total      | 169,263.00           |             |                         |              | 169,263.00                  |                             |              |                       |                    |                 |                         |                         |              |                 |                    |       | 0.00                  |
| Average    | 5,460.10             | 95.25       | 2.53                    | 152.58       | 5,460.10                    | 92.71                       | 2.15         | 0.30                  | 0.03               | 8.33            | 0.11                    | 2.00                    | 3.05         | 10.67           | 7.07               | 10.00 | 0.00                  |
| Minimum    | 5,053.00             | 83.00       | 2.39                    | 124.00       | 5,053.00                    | 83.00                       | 2.00         | 0.05                  | 0.02               | 7.28            | 0.01                    | 2.00                    | 0.80         | 9.50            | 6.90               | 10.00 | 0.00                  |
| Maximum    | 5,935.00             | 106.00      | 2.81                    | 197.00       | 5,935.00                    | 107.00                      | 2.60         | 0.52                  | 0.06               | 9.27            | 0.20                    | 2.00                    | 7.60         | 11.50           | 7.30               | 10.00 | 0.00                  |
| Count      | 31                   | 4           | 4                       | 31           | 31                          | 31                          | 4            | 4                     | 4                  | 4               | 31                      | 4                       | 31           | 30              | 31                 | 4     | 0                     |

## **Biosolids Quality Report**

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## **Flow Meter Calibrations**

## Instrument Verification Report

Ontario Clean Water Agency, 200 McIlrvine Road, Fort Frances, ON

**Test Date:** August 13, 2018

**Device:** Miltronics OCM III 25C TS-2, Identifier # 120296126 HM

**For:** Plant Final Effluent flow as measured using a 12 inch Parshal flume

**Table 1: Verification Data for Miltronics OCM and Final Effluent Parshal Flume**

| Measured Effluent Head (mm) | Indicated flow on OCM (L/s) | Calculated flow (L/s) | Percent error |
|-----------------------------|-----------------------------|-----------------------|---------------|
| 200                         | 50.6                        | 49.0                  | -3.2          |
| 260                         | 88.5                        | 89.3                  | 0.9           |
| 300                         | 110.8                       | 111.0                 | -0.3          |
| 400                         | 172.8                       | 171                   | 1.1           |
| 455                         | 209.5                       | 208                   | 0.7           |

**Notes:** For the Parshal Flume: Flow rate,  $Q \text{ (ft}^3/\text{s)} = 3.95 * (\text{Head}/((12)*(25.4)))^{1.522}$

Flow rate,  $Q \text{ (L/s)} = Q \text{ (ft}^3/\text{s)} * 28.31 \text{ (L/ft}^3)$

### Summary:

The error in indicated values for final effluent flow rate is within the range of +/- 5%.

The alarm condition for flow in excess of UV capability operated at 208 L/sec.



Geoff Pearce

Aug 13, 2018

Ontario Clean Water Agency

## Instrument Verification Report

Ontario Clean Water Agency, 200 McIlrvine Road, Fort Frances, ON

**Test Date:** July 10, 2018

**Device:** Miltronics Multiranger Plus XPS 10, Identifier 04-235-96-432 MU

**For:** Plant influent Bypass Overflow Level, as measured in Manhole #8

### Detail:

- 1) Influent water level of 1.5 m was simulated with a fixture in manhole #8.  
The bypass warning alarm (high level) was activated.
- 2) Influent water level of 1.96 m was simulated with a fixture in manhole #8.  
The bypass high-high alarm was activated and a bypass flow value  $5.0 \text{ m}^3$  was indicated.

### Summary:

The DeltaV alarms for bypass high and bypass high-high were tested and they both functioned as required.



Geoff Pearce

July 10, 2018

Ontario Clean Water Agency

Fort Frances, Ontario

## **ESA Inspections**

## Continuous Safety Services Site Visit Report

The electrical systems of the site listed below were inspected on 2018/12/03 by Electrical Inspector Brian Williams and the findings from that inspection are identified on this report. In addition, you will also find an Outstanding Defect Report attached that outlines any electrical defects that are still in our records as uncorrected. Please advise Brian Williams once you have corrected any defects that were found.

| Customer Information  | Site Information   |
|---|--|
| TOWN OF FORT FRANCES<br><br>320 PORTAGE AVE<br>FORT FRANCES, ON<br>Attn: TRAVIS ROB | LIFT STATION CHURCH ST<br><br>1107 CHURCH ST<br>FORT FRANCES, ON<br>Attn: TRAVIS ROB |

**Issue Date:** 2018/12/03

**Purpose of Visit:** Inspection

**Visit Contact:**
**Inspector Name:** Brian Williams

**Inspector Cell #:** 807-275-7658

**Inspector Email:** BRIAN.WILLIAMS@ELECTRICALSAFETY.ON.CA

### Recommendations

|                     |  |                                      |                        |                          |                      |
|---------------------|--|--------------------------------------|------------------------|--------------------------|----------------------|
| 1                   | Risk Factor                            | Notification #: 20480428             | Issue Date: 2018-12-03 | Defect Status: Completed | Initial if corrected |
|                     | N/A                                    | Rule Reference: 02-004(a) No defects |                        |                          |                      |
|                     |  | Defect Location:                     |                        | Defect #: 1              |                      |
|                     | Code Rule: No defects were identified. |                                      |                        |                          |                      |
| Inspector Comments: |  |                                      |                        |                          |                      |

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Can your employees identify electrical hazards in the workplace? Do your electrical workers and maintenance staff understand the requirements of the OESC? ESA encourages supervisors and workers to continually improve their knowledge and follow safe work practices. Visit [www.esasafe.com](http://www.esasafe.com) & choose "Safety and Technical Training" for dates and locations of workshops in your area or contact us at 1-877-854-0079.

## Outstanding Defect Summary Report

The following list of defects are still outstanding from our previous inspection visit(s). These items not only represent contraventions to the Ontario Electrical Safety Code but they also expose workers and employees to an electrical safety risk. As per Rule 2-018 of the Electrical Safety Code, all defects regardless of the risk factor assigned must be corrected as soon as possible. Please notify the Electrical Inspector by email indicating which defects have been corrected. Alternatively you can initial corrections and fax this report to 905-712-7886.

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|---|--|
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| Outstanding Defects   |  |

There are currently no outstanding defects from previous visits. Please refer to the previous pages of this report to review any electrical deficiencies that were found on the most recent inspection visit.

## Continuous Safety Services Site Visit Report

The electrical systems of the site listed below were inspected on 2018/12/03 by Electrical Inspector Brian Williams and the findings from that inspection are identified on this report. In addition, you will also find an Outstanding Defect Report attached that outlines any electrical defects that are still in our records as uncorrected. Please advise Brian Williams once you have corrected any defects that were found.

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|---|--|
| TOWN OF FORT FRANCES<br><br>320 PORTAGE AVE<br>FORT FRANCES, ON<br>Attn: TRAVIS ROB | LIFT STATION PATCIN AV<br><br>936 KAITLYN DR<br>FORT FRANCES, ON<br>Attn: TRAVIS ROB |

**Issue Date:** 2018/12/03

**Purpose of Visit:** Inspection

**Visit Contact:**
**Inspector Name:** Brian Williams

**Inspector Cell #:** 807-275-7658

**Inspector Email:** BRIAN.WILLIAMS@ELECTRICALSAFETY.ON.CA

### Recommendations

| 1 | Risk Factor | Notification #:                        | Issue Date: | Defect Status: | Initial if corrected |
|---|-------------|--|-------------|----------------|----------------------|
|   | N/A         | Rule Reference:                        |             | Defect #:      |                      |
|   |             | 20480429                               | 2018-12-03  | Completed      |                      |
|   |             | 02-004(a) No defects                   |             | 1              |                      |
|   |             | Defect Location:                       |             |                |                      |
|   |             | Code Rule: No defects were identified. |             |                |                      |
|   |             | Inspector Comments:                    |             |                |                      |

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**Issue Date:** 2018/12/03  
**Purpose of Visit:** Inspection  
**Visit Contact:**

**Inspector Name:** Brian Williams  
**Inspector Cell #:** 807-275-7658  
**Inspector Email:** BRIAN.WILLIAMS@ELECTRICALSAFETY.ON.CA

### Recommendations

| 1 | Risk Factor | Notification #:                        | Issue Date: | Defect Status: | Initial if corrected |
|---|-------------|--|-------------|----------------|----------------------|
|   | N/A         | Rule Reference:                        |             | Defect #:      |                      |
|   |             | 20480432                               | 2018-12-03  | Completed      |                      |
|   |             | 02-004(a) No defects                   |             |                |                      |
|   |             | Defect Location:                       |             |                |                      |
|   |             | Code Rule: No defects were identified. |             |                |                      |
|   |             | Inspector Comments:                    |             |                |                      |

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**Issue Date:** 2018/12/03

**Purpose of Visit:** Inspection

**Visit Contact:**
**Inspector Name:** Brian Williams

**Inspector Cell #:** 807-275-7658

**Inspector Email:** BRIAN.WILLIAMS@ELECTRICALSAFETY.ON.CA

### Recommendations

| 1 | Risk Factor | Notification #:                        | Issue Date: | Defect Status: | Initial if corrected |
|---|-------------|--|-------------|----------------|----------------------|
|   | N/A         | 20480433                               | 2018-12-03  | Completed      |                      |
|   |             | Rule Reference: 02-004(a) No defects   |             | Defect #: 1    |                      |
|   |             | Defect Location:                       |             |                |                      |
|   |             | Code Rule: No defects were identified. |             |                |                      |
|   |             | Inspector Comments:                    |             |                |                      |

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**Issue Date:** 2018/12/03

**Purpose of Visit:** Inspection

**Visit Contact:**

**Inspector Name:** Brian Williams

**Inspector Cell #:** 807-275-7658

**Inspector Email:** BRIAN.WILLIAMS@ELECTRICALSAFETY.ON.CA

### Recommendations

|   |   |   |                               |   |                             |
|---|---|---|-------------------------------|---|-----------------------------|
| 1 | <b>Risk Factor</b><br>N/A   | <b>Notification #:</b> 20480434<br><b>Rule Reference:</b> 02-004(a) No defects<br><b>Defect Location:</b> | <b>Issue Date:</b> 2018-12-03 | <b>Defect Status:</b> Completed<br><br><b>Defect #:</b> 1 | <b>Initial if corrected</b> |
|   | Code Rule: No defects were identified.<br><br>Inspector Comments: |   |                               |   |                             |

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| Outstanding Defects   |  |

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Aircraft Landings 2019  
As of April 30, 2019

| Month     | Bearskin Flights |      |      | Bearskin- Passengers |      |      | Air Bravo Passengers |      | Government |      |      | Private |      |      | Med-I-vacs |      |      | International |      |      | Commercial |      |      | Totals |      |      | Variance  |
|-----------|------------------|------|------|----------------------|------|------|----------------------|------|------------|------|------|---------|------|------|------------|------|------|---------------|------|------|------------|------|------|--------|------|------|-----------|
|           | 2019             | 2018 | 2017 | 2019                 | 2018 | 2017 | 2019                 | 2018 | 2019       | 2018 | 2017 | 2019    | 2018 | 2017 | 2019       | 2018 | 2017 | 2019          | 2018 | 2017 | 2019       | 2018 | 2017 | 2019   | 2018 | 2017 | 2019-2018 |
| January   | 54               | 68   | 76   | 160                  | 198  | 308  | 8                    | 0    | 0          | 0    | 0    | 4       | 3    | 2    | 60         | 55   | 42   | 0             | 2    | 4    | 42         | 73   | 48   | 160    | 143  | 177  | 17        |
| February  | 56               | 66   | 80   | 197                  | 187  | 334  | 15                   | 0    | 13         | 0    | 1    | 1       | 2    | 1    | 43         | 57   | 32   | 0             | 3    | 0    | 38         | 56   | 39   | 151    | 156  | 155  | -5        |
| March     | 61               | 73   | 90   | 160                  | 249  | 336  | 11                   | 0    | 13         | 0    | 10   | 10      | 5    | 4    | 52         | 43   | 50   | 2             | 6    | 14   | 42         | 57   | 51   | 180    | 178  | 192  | 2         |
| 1/4 Total | 171              | 207  | 246  | 517                  | 634  | 978  | 34                   | 0    | 26         | 0    | 11   | 15      | 10   | 7    | 155        | 155  | 124  | 2             | 11   | 18   | 122        | 186  | 138  | 491    | 477  | 524  | 14        |
| April     | 59               | 77   | 67   | 197                  | 270  | 289  | 7                    | 0    | 5          | 0    | 0    | 9       | 7    | 18   | 57         | 42   | 40   | 3             | 6    | 4    | 40         | 42   | 41   | 173    | 186  | 201  | -13       |
| May       |                  | 77   | 87   |                      | 276  | 389  |                      | 2    |            | 4    | 8    |         | 19   | 8    |            | 35   | 50   |               | 28   | 0    |            | 54   | 54   | 0      | 229  | 259  | -229      |
| June      |                  | 68   | 82   |                      | 219  | 324  |                      | 4    |            | 4    | 10   |         | 24   | 16   |            | 36   | 38   |               | 70   | 14   |            | 49   | 63   | 0      | 273  | 328  | -273      |
| 1/2 Total | 230              | 429  | 482  | 714                  | 1399 | 1980 | 41                   | 6    | 31         | 8    | 29   | 24      | 60   | 49   | 212        | 268  | 252  | 5             | 115  | 36   | 162        | 331  | 296  | 664    | 1165 | 1312 | -501      |
| July      |                  | 74   | 70   |                      | 228  | 224  |                      | 7    |            | 10   | 3    |         | 40   | 26   |            | 38   | 51   |               | 79   | 76   |            | 41   | 54   | 0      | 286  | 324  | -286      |
| August    |                  | 69   | 82   |                      | 219  | 292  |                      | 5    |            | 6    | 4    |         | 41   | 27   |            | 41   | 66   |               | 65   | 80   |            | 44   | 50   | 0      | 322  | 313  | -322      |
| September |                  | 66   | 79   |                      | 197  | 267  |                      | 2    |            | 29   | 7    |         | 33   | 14   |            | 44   | 40   |               | 45   | 42   |            | 37   | 39   | 0      | 230  | 249  | -230      |
| 3/4 Total | 230              | 638  | 713  | 714                  | 2043 | 2763 | 41                   | 20   | 31         | 53   | 43   | 24      | 174  | 116  | 212        | 391  | 409  | 5             | 304  | 234  | 162        | 453  | 439  | 664    | 2003 | 2198 | -1339     |
| October   |                  | 68   | 72   |                      | 254  | 255  |                      | 8    |            | 5    | 6    |         | 18   | 16   |            | 37   | 44   |               | 8    | 18   |            | 43   | 42   | 0      | 203  | 214  | -203      |
| November  |                  | 71   | 71   |                      | 209  | 281  |                      | 1    |            | 2    | 0    |         | 5    | 2    |            | 41   | 28   |               | 1    | 0    |            | 40   | 40   | 0      | 168  | 146  | -168      |
| December  |                  | 55   | 62   |                      | 197  | 199  |                      | 7    |            | 0    | 0    |         | 7    | 2    |            | 41   | 36   |               | 0    | 0    |            | 34   | 40   | 0      | 122  | 139  | -122      |
| Total     | 230              | 832  | 918  | 714                  | 2703 | 3498 | 41                   | 36   | 31         | 60   | 49   | 24      | 204  | 136  | 212        | 510  | 517  | 5             | 313  | 252  | 162        | 570  | 561  | 664    | 2496 | 2697 | -1832     |

| Fort Frances Airport - Page 2/2 - Fuel Sales - April 30, 2019 |        |       |         |        |         |        |        |        |        |         |         |         |         |         |         |         |         |              |           |
|---|--------|-------|---------|--------|---------|--------|--------|--------|--------|---------|---------|---------|---------|---------|---------|---------|---------|--------------|-----------|
| Fuel Sales Recap - 2019                                       |        |       |         |        |         |        |        |        | 2019   | 2018    | 2017    | 2016    | 2015    | 2014    | 2013    | 2012    | 2011    | 9 year       | Variance  |
|   | 100LL  |       | Jet Trk |        | Jet Cab |        | Month  | Year   | per    | per     | per     | per     | per     | per     | per     | per     | per     | Average      | 2019-2018 |
| Month   | Liters | Total | Liters  | Total  | Liters  | Total  | Total  | Total  | month  | month   | month   | month   | month   | month   | month   | month   | month   | 2019 to 2011 | month     |
| January   | 132    | 132   | 7,918   | 7,918  | 546     | 546    | 8,596  | 8,596  | 8,596  | 16,597  | 25,675  | 7,528   | 8,692   | 11,543  | 7,216   | 10,252  | 7,308   | 11,940       | -8,001    |
| February  | 27     | 159   | 7,964   | 15,882 | 10,602  | 11,148 | 18,593 | 27,189 | 18,593 | 16,286  | 12,503  | 11,904  | 11,231  | 12,304  | 6,197   | 6,918   | 3,687   | 11,276       | 2,307     |
| March   | 840    | 999   | 12,876  | 28,758 | 12,380  | 23,528 | 26,096 | 53,285 | 26,096 | 9,798   | 21,928  | 13,255  | 17,795  | 10,508  | 12,077  | 9,329   | 10,390  | 14,079       | 16,298    |
| April   | 1,379  | 2,378 | 11,631  | 40,389 | 12,836  | 36,364 | 25,846 | 79,131 | 25,846 | 10,398  | 13,102  | 8,592   | 13,219  | 8,377   | 4,453   | 8,251   | 5,294   | 10,821       | 15,448    |
| May   |        |       |         |        |         | 36,364 | 0      | 79,131 |        | 24,839  | 21,362  | 24,681  | 16,161  | 29,753  | 18,350  | 21,891  | 19,790  | 22,318       | -24,839   |
| June  |        |       |         |        |         | 36,364 | 0      | 79,131 |        | 27,380  | 27,380  | 26,015  | 45,698  | 30,789  | 22,786  | 23,537  | 25,723  | 27,967       | -27,380   |
| July  |        |       |         |        |         | 36,364 | 0      | 79,131 |        | 23,461  | 24,642  | 29,002  | 28,150  | 14,441  | 19,232  | 32,650  | 19,124  | 23,959       | -23,461   |
| August  |        |       |         |        |         | 36,364 | 0      | 79,131 |        | 30,430  | 23,029  | 21,119  | 36,638  | 20,450  | 20,075  | 30,783  | 21,467  | 25,805       | -30,430   |
| September   |        |       |         |        |         | 36,364 | 0      | 79,131 |        | 25,191  | 13,489  | 21,325  | 24,238  | 21,837  | 18,005  | 19,431  | 22,511  | 20,552       | -25,191   |
| October   |        |       |         |        |         | 36,364 | 0      | 79,131 |        | 10,769  | 16,604  | 30,655  | 8,216   | 15,472  | 13,109  | 11,325  | 13,677  | 15,681       | -10,769   |
| November  |        |       |         |        |         | 36,364 | 0      | 79,131 |        | 10,748  | 9,924   | 22,349  | 11,616  | 7,238   | 6,398   | 8,170   | 6,785   | 10,442       | -10,748   |
| December  |        |       |         |        |         | 36,364 | 0      | 79,131 |        | 13,243  | 6,560   | 13,797  | 7,592   | 6,849   | 2,028   | 8,179   | 2,446   | 7,588        | -13,243   |
| Total   | 2,378  |       | 40,389  |        | 36,364  |        | 79,131 |        | 79,131 | 219,140 | 216,198 | 230,222 | 229,246 | 189,561 | 149,926 | 190,716 | 158,202 | 202,426      | -140009   |

Lowest month in last 9 years

Highest month in last 9 years

Highest month

lowest month

| MONTH                              | Residential<br>Waste<br>tonnes | Res<br>% | ICI<br>Waste<br>tonnes | ICI<br>% | Non<br>Community<br>Waste<br>tonnes | Non Com<br>% | Covering<br>Material<br>tonnes | 2018                   |  |                        | 2019                    |  |               |                     |                   |
|------------------------------------|--------------------------------|----------|------------------------|----------|-------------------------------------|--------------|--------------------------------|------------------------|--|------------------------|-------------------------|--|---------------|---------------------|-------------------|
|                                    |                                |          |                        |          |                                     |              |                                | 2018<br>Total<br>Tonne | Average last<br>10 years<br>Total<br>Tonne | 2019<br>Total<br>Tonne | Total<br>Fees           | Average last<br>10 years<br>Fees<br>2009 to 2018 | Total<br>Fees | 2019-2018<br>Tonnes | 2019-2018<br>Fees |
|                                    |                                |          |                        |          |                                     |              |                                |                        |  |                        |                         |  |               |                     |                   |
| JAN                                | 149.54                         | 27.28    | 387.83                 | 70.75    | 10.82                               | 1.97         | 16.76                          | 495.69                 | 370.24                                     | 548.19                 | \$30,177.28             | \$20,128.17                                      | \$27,590.90   | 52.50               | -\$2,586.38       |
| FEB                                | 124.49                         | 34.52    | 227.79                 | 63.15    | 8.41                                | 2.33         | 0.00                           | 406.46                 | 310.55                                     | 360.69                 | \$23,347.65             | \$16,847.30                                      | \$21,887.90   | -45.77              | -\$1,459.75       |
| MAR                                | 166.77                         | 34.34    | 311.35                 | 64.10    | 7.59                                | 1.56         | 4137.48                        | 463.54                 | 408.18                                     | 485.71                 | \$27,716.10             | \$22,813.66                                      | \$76,269.12   | 22.17               | \$48,553.02       |
| APRIL                              | 333.91                         | 45.09    | 398.17                 | 53.76    | 8.54                                | 1.15         | 0.00                           | 570.00                 | 561.20                                     | 740.62                 | \$35,930.07             | \$32,008.80                                      | \$49,329.50   | 170.62              | \$13,399.43       |
| MAY                                |                                | #DIV/0!  |                        | #DIV/0!  |                                     | #DIV/0!      |                                | 704.26                 | 712.14                                     | 0.00                   | \$42,835.55             | \$38,717.06                                      |               | -704.26             | -\$42,835.55      |
| JUNE                               |                                | #DIV/0!  |                        | #DIV/0!  |                                     | #DIV/0!      |                                | 636.08                 | 818.82                                     | 0.00                   | \$45,718.15             | \$39,435.12                                      |               | -636.08             | -\$45,718.15      |
| JULY                               |                                | #DIV/0!  |                        | #DIV/0!  |                                     | #DIV/0!      |                                | 317.41                 | 593.33                                     | 0.00                   | \$37,855.70             | \$36,663.59                                      |               | -317.41             | -\$37,855.70      |
| AUG                                |                                | #DIV/0!  |                        | #DIV/0!  |                                     | #DIV/0!      |                                | 687.72                 | 650.90                                     | 0.00                   | \$43,983.95             | \$36,983.59                                      |               | -687.72             | -\$43,983.95      |
| SEPT                               |                                | #DIV/0!  |                        | #DIV/0!  |                                     | #DIV/0!      |                                | 647.03                 | 651.00                                     | 0.00                   | \$42,404.90             | \$37,190.53                                      |               | -647.03             | -\$42,404.90      |
| OCT                                |                                | #DIV/0!  |                        | #DIV/0!  |                                     | #DIV/0!      |                                | 843.41                 | 817.13                                     | 0.00                   | \$43,140.48             | \$42,161.43                                      |               | -843.41             | -\$43,140.48      |
| NOV                                |                                | #DIV/0!  |                        | #DIV/0!  |                                     | #DIV/0!      |                                | 555.90                 | 551.11                                     | 0.00                   | \$33,490.70             | \$29,847.06                                      |               | -555.90             | -\$33,490.70      |
| DEC                                |                                | #DIV/0!  |                        | #DIV/0!  |                                     | #DIV/0!      |                                | 398.55                 | 403.14                                     | 0.00                   | \$27,798.40             | \$21,267.10                                      |               | -398.55             | -\$27,798.40      |
| Average per<br>monthly             | 193.68                         | 30.90    | 331.28                 | 66.95    | 8.84                                | 2.15         | 1038.56                        | 560.50                 | 570.65                                     | 177.93                 | \$36,199.91             | \$31,171.95                                      | \$43,769.36   | 199.51              | -30,647.38        |
| Total                              | 774.71                         |          | 1325.14                |          | 35.36                               |              | 4154.24                        | 6726.05                | 6847.74                                    | 2135.21                | \$434,398.93            | \$374,063.40                                     | \$175,077.42  | -4590.84            | -\$259,321.51     |
| Town of Fort<br>Frances<br>Tonnage | 2099.85                        |          |                        |          |                                     |              |                                |                        |  |                        | \$434,398.93 Actual     |  | \$175,077.42  |                     |                   |
|                                    |                                |          |                        |          |                                     |              |                                |                        |  |                        | \$396,950.00 Budget     |  | \$407,271.00  |                     |                   |
| Total Tonnage                      | 2135.21                        |          |                        |          |                                     |              |                                |                        |  |                        | \$434,398.93 Forecasted |  | \$525,232.26  |                     |                   |
| Residential<br>Tonnage             | 774.71                         | 36.28%   |                        |          |                                     |              |                                |                        |  |                        |                         |  |               |                     |                   |
| ICI Tonnage                        | 1325.14                        | 62.06%   |                        |          |                                     |              |                                |                        |  |                        |                         |  |               |                     |                   |
| Coverage<br>material               | 4154.24                        |          |                        |          |                                     |              |                                |                        |  |                        |                         |  |               |                     |                   |

Sewer & Water Data for 2019

up-dated May 15, 2019

| Month           | Days<br>per month | 2019       | 2019       | 2019       | 2019       | 2019    |  | 2019       | 2019       | 2019       | 2019       | 2019    | 2019-2018  | 2019-2018  | 2019       | 2019          | Monthly      |
|-----------------|-------------------|------------|------------|------------|------------|---------|--|------------|------------|------------|------------|---------|------------|------------|------------|---------------|--------------|
|                 |                   | Total      | daily      | Couch.     | Couch.     | Couch.  |  | Total      | daily      | Couch.     | Couch.     | Couch.  | Diff       | Diff       | Difference | Infiltration  | Infiltration |
|                 |                   | Sewage     | Sewage     | Sewage     | Sewage     | Sewage  |  | Treated    | Treated    | 2 Water    | 2 Water    | Water   | Treated    | Wastewater | STP-WTP    | daily average | US Gallons   |
|                 |                   | STP        | STP        | Meters     | Meters     | %       |  | WTP        | WTP        | Meters     | Meters     | %       | WTP        | STP        |            |               |              |
|                 |                   | cu. meters | cu. meters | cu. meters | cu. meters |         |  | cu. meters | cu. meters | cu. meters | cu. meters |         |            |            |            |               |              |
|                 |                   | monthly    | daily      | monthly    | daily      |         |  | monthly    | daily      | monthly    | daily      |         |            |            |            |               |              |
| January         | 31                | 171621     | 5536.16    | 10692      | 344.90     | 6.23%   |  | 115440     | 3723.9     | 8570       | 276.5      | 7.42%   | -3740.0    | 2420.0     | 56181.0    | 1812.3        | 14,841,447   |
| February        | 28                | 155707     | 5560.96    | 9024       | 322.29     | 5.80%   |  | 112420     | 4015.0     | 8570       | 306.1      | 7.62%   | 5010.0     | 8210.0     | 43287.0    | 1546.0        | 11,435,213   |
| March           | 31                | 191603     | 6180.74    | 10980      | 354.19     | 5.73%   |  | 121380     | 3915.5     |            | 0.0        | 0.00%   | -3420.0    | 23896.0    | 70223.0    | 2265.3        | 18,550,950   |
| April           | 30                | 251711     | 8390.37    | 13350      | 445.00     | 5.30%   |  |            | 0.0        |            | 0.0        | #DIV/0! | -115850.0  | 85419.0    | 251711.0   | 8390.4        | 66,494,998   |
| May             | 31                |            | 0.00       |            | 0.00       | #DIV/0! |  |            | 0.0        |            | 0.0        | #DIV/0! | -112970.0  | -210932.0  | 0.0        | 0.0           | -            |
| June            | 30                |            | 0.00       |            | 0.00       | #DIV/0! |  |            | 0.0        |            | 0.0        | #DIV/0! | -119760.0  | -205818.0  | 0.0        | 0.0           | -            |
| July            | 31                |            | 0.00       |            | 0.00       | #DIV/0! |  |            | 0.0        |            | 0.0        | #DIV/0! | -125810.0  | -183465.0  | 0.0        | 0.0           | -            |
| August          | 31                |            | 0.00       |            | 0.00       | #DIV/0! |  |            | 0.0        |            | 0.0        | #DIV/0! | -132730.0  | -157126.0  | 0.0        | 0.0           | -            |
| September       | 30                |            | 0.00       |            | 0.00       | #DIV/0! |  |            | 0.0        |            | 0.0        | #DIV/0! | -104130.0  | -169565.0  | 0.0        | 0.0           | -            |
| October         | 31                |            | 0.00       |            | 0.00       | #DIV/0! |  |            | 0.0        |            | 0.0        | #DIV/0! | -103780.0  | -239494.0  | 0.0        | 0.0           | -            |
| November        | 30                |            | 0.00       |            | 0.00       | #DIV/0! |  |            | 0.0        |            | 0.0        | #DIV/0! | -101430.0  | -200745.0  | 0.0        | 0.0           | -            |
| December        | 31                |            | 0.00       |            | 0.00       | #DIV/0! |  |            | 0.0        |            | 0.0        | #DIV/0! | -104790.0  | -218710.0  | 0.0        | 0.0           | -            |
| Total           | 365               | 770642     |            | 44046      |            |         |  | 349240.0   |            | 17140.0    |            |         | -1023400.0 | -1465910.0 | 421402.0   | 1154.5        | 111,322,609  |
| Monthly Average |                   | 192660.5   | 2139.02    | 11011.5    | 122.20     |         |  | 116413.3   | 971.2      | 8570.0     | 48.5       |         | -85283.3   | -122159.2  | 35116.8    | 1167.8        | 9,276,884    |

# Membership Usage Report

AGENDA ITEM #11.12  
May 17, 2019  
3:38 PM

Package: Adult 10 Daily Admittance, Adult 5 Daily Admittance, Adult Membership 1 Month, Adult Membership 3 Month, Adult Membership 6 Month, Adult Membership Annual, Fitness Instructor Membership, Fort Frances Taxi Card, Family Membership Annual, Senior 5 Daily Admittance, Senior Membership 1 Month, Senior Membership 3 Month, Senior Membership 6 Month, Senior Membership Annual, Student 5 Daily Admittance, Student Membership 1 Month, Student Membership 3 Month, Student Membership 6 Month, Student Membership Annual, Child 5 Daily Admittance...(first 20 selections shown)

Membership Usage Date: From Jan 1, 2019 through Apr 30, 2019

| Package Name                    | % of Total | Entries     |
|---------------------------------|------------|-------------|
| Adult 10 Daily Admittance -     | 0.53       | 50          |
| Adult 5 Daily Admittance -      | 0.41       | 39          |
| Adult Membership 1 Month -      | 4.66       | 441         |
| Adult Membership 3 Month -      | 14.03      | 1327        |
| Adult Membership 6 Month -      | 8.69       | 822         |
| Adult Membership Annual -       | 28.04      | 2652        |
| Child 5 Daily Admittance -      | 0.01       | 1           |
| Child Membership Annual -       | 1.24       | 117         |
| Family Membership Annual -      | 9.93       | 939         |
| Fitness Instructor Membership - | 0.36       | 34          |
| Senior 5 Daily Admittance -     | 0.01       | 1           |
| Senior Membership 1 Month -     | 1.77       | 167         |
| Senior Membership 3 Month -     | 5.47       | 517         |
| Senior Membership 6 Month -     | 4.24       | 401         |
| Senior Membership Annual -      | 14.37      | 1359        |
| Student Membership 1 Month -    | 1.90       | 180         |
| Student Membership 3 Month -    | 1.30       | 123         |
| Student Membership 6 Month -    | 0.55       | 52          |
| Student Membership Annual -     | 2.48       | 235         |
| <b>Total Entries:</b>           |            | <b>9457</b> |
| <b>Total Unvoided:</b>          |            | <b>9457</b> |
| <b>Total Voided:</b>            |            | <b>0</b>    |
| <b>Total Unique Members :</b>   |            | <b>434</b>  |

RS II