

TOWN OF FORT FRANCES

AGENDA - September 23, 2019

COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 024) 5:30 PM

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1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof.**
4. **In-Camera (5:30 p.m.)**
 - 4.1 Advice that is subject to solicitor/client privilege, including communications necessary for that purpose: Property Matter
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 Amended Automatic Aid Agreement. 5 - 10
- approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to enter into an Amended Automatic Aid Agreement with the Townships of Alberton, Chapple, Emo and LaVallee and further that Mayor and Clerk be authorized to execute the agreement and authorizing by-law on behalf of the Corporation.
 - 7.2 Tour de Fort Sponsorship Request. 11 - 12
- approval of this report will agree to the recommendation of Administration and Finance Executive Committee to approve a Tour de Fort Sponsorship at the Silver Level in the amount of \$500.00 for 2019.
 - 7.3 Royal Canadian Legion Manitoba/NW Ontario Command Advertising. 13
- approval of this report will agree to the recommendation of the

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	Administration and Finance Executive Committee to approve an advertisement of 1/10 page (Business Card) size in the "Military Service Recognition Book" in the amount of \$205.00	
7.4	On-Line Payment Software for Fines and Offences - Provincial Offences. - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve and Paytickets.ca solution for Provincial Offences ticket payments in the amount of \$4,250.00 plus hst.	14 - 20
7.5	Request for Proposal for Municipal Insurance (19-AF-10). - approval of this report will agree to the recommendation of Administration and Finance Executive Committee to award the Request for Proposal for Municipal Insurance (19-AF-10) to Frank Cowan Company as represented by Gillon's Insurance Brokers Ltd. in the total amount of \$222,085.68 including tax.	21 - 23
7.6	Doug Brown, CAO - Purchase Card Expenses. - approval of this report will agree to the recommendation of the Administration and Finance Executive Committee to approve the purchase card expenses claim in the total amount of \$120.49 as submitted by Doug Brown, CAO for the period August 7th to September 5th, 2019.	24 - 26
7.7	Letter from N. Holden re: Dumping of Sewage. - approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to receive the letter dated August 22, 2019 from N. Holden and further that the appropriate authorities handle the issues as outlined.	27
7.8	Infratech Request for GIS Data. - approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to enter into a GIS Data Share agreement with Infratech Solutions for GIS data relating to the inspection of Storm Sewer Infrastructure for the Town of Fort Frances; that the date be provided at no cost to Infratech as they are engaged by the Town of Fort Frances; and further that Mayor and Clerk be authorized to execute the agreement and authorizing by-law on behalf of the Corporation.	28 - 36
7.9	Amending Agreement with Stewardship Ontario for Municipal Hazardous Special Waste. - approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to enter into an	37 - 43

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amending agreement with Stewardship Ontario and further that Mayor and Clerk be authorized to execute the agreement and authorizing by-law.	
7.10 Airport Facility Lease Renewal - CBRE Maintenance Garage Bay - November 1, 2019 to March 31, 2020.	44 - 49
- approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee to approve renewal of the Airport Facility lease with CBRE at \$107.65 per day for the five (5) month term commencing November 1, 2019 to March 31, 2020 and that Mayor and Clerk be authorized to execute the lease agreement and authorizing by-law on behalf of the Corporation.	
8. <u>Administration and Finance Division:</u>	
8.1 Councillor Andrew Hallikas - AMO Conference.	50 - 56
- approval of this report will agree to the recommendation of Administration and Finance Executive Committee to approve the Travel Expense and Per Diem claims in the amount of \$852.00 as submitted by Councillor Andrew Hallikas for his attendance at the AMO Conference in Ottawa from August 18 - 21, 2019.	
9. <u>Operations and Facilities Division:</u>	
9.1 Verbal Update on Capital Projects	
10. <u>General:</u>	
10.1 Rainy River District Municipal Association - request support for resolution (re: Wound Care Centre of Excellence)	57 - 82
11. <u>Information:</u>	
11.1 Fort Frances Fire & Rescue Service - August 2019 Report.	83 - 84
11.2 Ontario Clean Water Agency - Fort Frances Wastewater Treatment Facility - July 2019 Monthly Report.	85 - 91
11.3 Ontario Clean Water Agency - Fort Frances Wastewater Treatment Facility - August 2019 Monthly Report.	92 - 99
11.4 Sewer & Water Date for 2019 - updated September 17, 2019.	100
11.5 2019 - Tonnage at the Landfill Site - updated September 12, 2019.	101
11.6 Fort Frances Airport - Aircraft Landings 2019 and Jet Fuel Sales Recap as of August 31, 2019.	102 - 103
12. <u>Non-agenda items:</u>	
13. <u>ADJOURNMENT</u>	

To: Mayor and Council

From: Tyler Moffitt, Fire Chief/CEMC

Date: September 18, 2019

Subject: Amended Automatic Aid Agreement

Background

An Automatic Aid Agreement and by-law was passed in open Council on the 9th day of July 2018, which was between the Corporations of the Townships of Chapple, Emo, La Vallee, and the Town of Fort Frances.

The Corporation of the Township of Albertain has agreed to initiate an Automatic Aid Agreement with the Corporation of the Town of Fort Frances. I have included a draft of an Amended Automatic Aid Agreement, which includes the Township of Albertain.

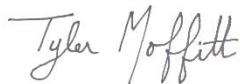
The Township of Albertain, as well as the Townships of Chapple, Emo, and La Vallee have copies of the amended Automatic Aid Agreement. In fact, the Township of Albertain has already approved the Automatic Aid Agreement in the draft form, which I provided to them.

As well other highlights are:

- Updated clearer language;
- Provision for assist coverage for water related emergency services;
- Provision for a water supply from fire hydrants for the Township of Albertain;
- An addition, which includes: Any disputes will first be negotiated between the respected parties; and Sixty-day timeline for negotiations between respected parties for any disputes.

The Administration & Finance Executive Committee recommends that Council approve the report as presented and recommends for council to bring forward the resolution to approve with proceeding with the signing of the Amended Automatic Aid Agreement with the Townships of Albertain, Chapple, Emo, and La Vallee, as well as adopt a By-Law.

Respectfully submitted,



Tyler Moffitt
Fire Chief/CEMC
Fort Frances Fire & Rescue Service

Council approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve this report as presented and bring forward the resolution to approve with proceeding with the signing of the Amended Automatic Aid Agreement with the Townships of Albertain, Chapple, Emo, and La Vallee, as well as adopt a By-Law.

AUTOMATIC AID AGREEMENT BETWEEN THE TOWNSHIPS OF ALBERTON, CHAPPLE, EMO, LA VALLEE, AND THE TOWN OF FORT FRANCES

THIS AGREEMENT made this day of , 2019.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF ALBERTON,

THE CORPORATION OF THE TOWNSHIP OF CHAPPLE,

THE CORPORATION OF THE TOWNSHIP OF EMO,

THE CORPORATION OF THE TOWNSHIP OF LA VALLEE

And The CORPORATION OF THE TOWN OF FORT FRANCES

(herein collectively referred to as the "Parties")

WHEREAS Section 2(6) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c.4, authorizes a municipality to enter into an automatic aid agreement with other municipalities to provide and/or receive fire protection services;

AND WHEREAS the Townships of Alberton, Chapple, Emo, La Vallee & The Town of Fort Frances operate fire protection services and manage assets suitable to meet municipal responsibilities required by the *Fire Protection and Prevention Act, 1997*, through their respective fire departments;

AND WHEREAS each of The Townships Alberton, Chapple, Emo, La Vallee & The Town of Fort Frances are willing and prepared to make available fire protection services to the municipality requesting service via automatic aid and in coverage situations on certain terms and conditions;

NOW THEREFORE, in consideration of the mutual covenant's conditions, considerations and payments herein contained, the respective Councils for the Townships of Alberton, Chapple, Emo, La Vallee & Town of Fort Frances mutually agree as follows:

1. Definitions for the purpose of this Agreement:

- a) **"Designate"** means a person who, in the absence of the Fire Chief, has the same powers and authority as the Fire Chief.
- b) **"Automatic Aid Agreement Services Fees"** means the current MTO provincial rate per apparatus.
- c) **"Alberton Volunteer Fire Department"** means the Township of Alberton Volunteer Fire Department, herein referred to as AVFD. (District Station #9).
- d) **"Emo Fire & Emergency Service"** means the Township of Emo Fire & Emergency Service, herein referred to as EFES. (District Station #7)

AUTOMATIC AID AGREEMENT BETWEEN THE TOWNSHIPS OF ALBERTON, CHAPPLE, EMO, LA VALLEE, AND THE TOWN OF FORT FRANCES

- e) **“Chapple Fire & Emergency Service”** means The Township of Chapple Fire & Emergency Service, herein referred to as CFES. (District Station #5 South and #5 North)
- f) **“La Vallee Fire & Emergency Service”** means the Township of La Vallee Fire & Emergency Service, herein referred to as LFES. (District Station #8)
- g) **“Fort Frances Fire & Rescue Service”** means the Town of Fort Frances Fire & Rescue Service, herein referred to as FFRS (District Station #11)
- h) **“Incident Commander”** means the person in command of an incident, also referred to in this Agreement as IC.
- i) **“Fire Protection Services”** means and includes the activities defined in the *Fire Protection and Prevention Act*, more particularly described as including fire suppression, rescue and emergency services, and the delivery of all those services as described below.
- j) **“Sufficient Resources”** means staffing and equipment to provide a response that meets the most current OFM guidelines for the particular emergency type.
- k) **“Limited Services”** refers to a variation of services differentiating from the norm as a result of extenuating circumstances, including but not limited to, levels of training, resources available, environmental variables, obstructions, roads, public highways, remote properties, private roadways, lanes, drives, and access.

2. Automatic Aid:

- a) This Agreement is intended to be used on a day to day basis in order to meet the following objectives:
 - (i) Ensuring the provision of equipment and personnel, which are neither practical nor reasonable for each Fire Service to provide due to economic and other conditions inherent to their provision.
 - (ii) Provide the Town of Fort Frances assist coverage for areas that are not hydrant protected, as deemed required by the Incident Commander. In the event of a hydrant system failure, the coverage would also be provided to those areas.
 - (iii) Provide the Townships of Alberton, Chapple, Emo, and La Vallee assist coverage for areas/situations that may require an aerial ladder apparatus, as deemed required by the Incident Commander.
 - (iv) Provide the Township of Alberton, Chapple, Emo, and La Vallee assist coverage for areas/situations that may require water related emergency services, as deemed required by the Incident Commander.
 - (v) Provide the Township of Alberton a water supply from fire hydrants, as deemed required by the Incident Commander.

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3. Conditions of Response

- a) Each municipality is responsible to its own taxpayers first and, as such, may refuse to supply response if its Fire Service personnel, apparatus, and or equipment are required in its own jurisdiction at the time of an incident, or in the event it deems that another Fire Service cannot provide sufficient coverage to its jurisdiction for the duration of the incident response.
- b) In the event an incident occurs in the jurisdiction of a Fire Service that is assisting another, the applicable Commanding Officer or designate may order the release of any or all personnel, apparatus and/or equipment of their Service.
- c) Conditions a and b above will be decided by the assisting Fire Service as per the chain of command.

4. Conditions of Agreement

- a) This Agreement shall remain in force until any of the Parties provides written notice of termination to all other Parties not less than six months prior to the desired date of termination.
- b) This Agreement may be amended only by way of a written Addendum signed by all Parties to this Agreement. The Agreement or may be repealed and replaced with a revised Agreement at any time upon formal authorization by by-law by the Council of each participating party to same.
- c) In the event that there may be any dispute between the Parties to this Agreement, or any of them, with respect to any matter contained in this Agreement, including but not limited to the interpretation of this Agreement, such dispute shall be submitted to the respective Party. Negotiations regarding any dispute will be initiated by both Parties.
- d) In the event that there may be any dispute between the Parties to this Agreement, or any of them, with respect to any matter contained in this Agreement, including but not limited to the interpretation of this Agreement, and negotiation between the Parties has not resolved the dispute within sixty days of initiating negotiations, such dispute shall be submitted to arbitration under the provisions of the *Municipal Arbitrations Act*, R.S.O. 1990 c. M. 48, and the decision rendered in respect of such proceedings shall be final and binding upon the disputing Parties.
- e) If for any reason the said arbitration cannot be conducted pursuant to the provisions of the *Municipal Arbitrations Act*, then the Parties hereto shall agree to the selection of a single arbitrator, and failing agreement on the selection of an arbitrator, such arbitrator shall be appointed by a judge of the Supreme Court of Ontario pursuant to the provisions of the Arbitrations Act, S.O. 1991 c. 17, or pursuant to any successor legislation.

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- f) Cost for an arbitrator will be split even (50% cost sharing arrangement) between the disputing Parties.

5. Billing Conditions

- a) The Fire Chief of the responding municipality, or designate, shall notify the municipal Treasurer or designated person when any billable service has been provided by that municipality's Fire Service under this Agreement.
- b) Billings under this Agreement will be issued by the municipal Treasurer or designated person for a responding Fire Service during the month after such services are provided. Billing shall be at the current MTO provincial rate per apparatus.
- c) The Parties receiving a bill for services under this Agreement shall remit payment of same upon receipt.

6. Legal

- a) This Agreement shall come into force and effect on the date of passing of a by-law approving same by Councils of the respective Parties hereto.
- b) This Agreement shall be reviewed by the Parties at least once every five years, or on request of any Party hereto.
- c) If for any reason, any section, clause or provision of this Agreement is declared to be inconsistent or is declared by a Court of competent jurisdiction to be invalid, the same shall not affect the validity of this Agreement as a whole or any part thereof and shall be deemed to be severed from this Agreement.
- d) Due to the reliance of all Parties on volunteer firefighters, the topographic and geographic configuration of the respective jurisdictions, the level of firefighter training in the area on any given day, limited levels of equipment, available resources, and other constraints, the services described in this by-law are provided as "Limited Services" as defined in Section 1 of this Agreement.
- e) The Parties hereto shall not accept, sustain or incur liability for the delay or inability of their respective Fire Services to supply any of the services under this Agreement due to the provision of its approved services as Limited Services or due to the existence of unsafe conditions encountered enroute, environmental factors and impeded access.
- f) No liability shall attach or accrue to the Parties or any of them under this Agreement by reason of any injury or damage sustained by personnel, apparatus, and/or equipment of the Fire Service while engaged in the provision of fire protection services to any area outside of the municipal jurisdictions of the Parties.

AUTOMATIC AID AGREEMENT BETWEEN THE TOWNSHIPS OF ALBERTON, CHAPPLE, EMO, LA VALLEE, AND THE TOWN OF FORT FRANCES

- g) That this Agreement may be cited as the “Alberton, Chapple, Emo, La Vallee & Fort Frances Automatic Aid Agreement”.

IN WITNESS WHEREOF the Parties hereto have hereunto affixed their corporate seals duly attested by the hands of their authorized signatories.

The Corporation of the Township of Alberton

REEVE (seal)

CAO/Clerk-Treasurer

WE HAVE AUTHORITY TO BIND THE CORPORATION

The Corporation of the Township of Chapple

REEVE (seal)

CAO

WE HAVE AUTHORITY TO BIND THE CORPORATION.

The Corporation of the Township of Emo

MAYOR (seal)

CAO

WE HAVE AUTHORITY TO BIND THE CORPORATION.

The Corporation of the Township of La Vallee

REEVE (seal)

CLERK-TREASURER

WE HAVE AUTHORITY TO BIND THE CORPORATION.

The Corporation of the Town of Fort Frances

MAYOR (seal)

CLERK

WE HAVE AUTHORITY TO BIND THE CORPORATION.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2019/75**

TO: Mayor Caul & Member of Council
FROM: Dawn Galusha, Treasurer
DATE: September 18, 2019
SUBJECT: Tour De Fort Sponsorship Request

BACKGROUND

At the September 9th, 2019 Council Meeting, the letter received from Lisa Brockie, Tour De Fort Sponsorship Coordinator was referred to the Administration & Finance Executive Committee for recommendation.

In the past few years, the Town of Fort Frances was a Silver level sponsor in the amount of \$500.00. This provided 2 complementary tickets to the concert series.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council approve a Tour De Fort Sponsorship at the Silver level in the amount of \$500.00 for 2019.

Council Approval of This Report Will Agree to the recommendation of the Administration & Finance Executive Committee to approve a Tour De Fort Sponsorship at the Silver level in the amount of \$500.00 for 2018.
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**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2019/75**

TO: Administration & Finance Executive Committee

FROM: Dawn Galusha, Treasurer

DATE: September 9, 2019

SUBJECT: Tour De Fort Sponsorship Request

BACKGROUND

At the September 9th, 2019 Council Meeting, the letter received from Lisa Brockie, Tour De Fort Sponsorship Coordinator was referred to the Administration & Finance Executive Committee for recommendation.

In the past few years, the Town of Fort Frances was a Silver level sponsor in the amount of \$500.00. This provided 2 complementary tickets to the concert series.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2019/76**

TO: Mayor Caul & Members of Council

FROM: Dawn Galusha, Treasurer

DATE: September 18, 2019

SUBJECT: Royal Canadian Legion Manitoba/NW Ontario Command Advertising

BACKGROUND

At the September 9, 2019 Council Meeting the letter received from the Royal Canadian Legion Manitoba/NW Ontario Command requesting advertising consideration in the printing of the "Military Service Recognition Book" was referred to the Administration & Finance Executive Committee for recommendation.

This book is designed to recognize and honour many of Manitoba/NW Ontario's brave Veterans on an individual basis who have served our Country so well. The publication is intended to help the legion in their role as the "Keepers of Remembrance".

A rate sheet is enclosed for consideration of levels of advertising. In 2016, Council received the request with no further action taken. In 2017 and 2018, an advertisement of 1/10 page (Business Card) size advertisement in the "Military Service Recognition Book" was approved.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of an advertisement of 1/10 page (Business Card) size in the "Military Service Recognition Book" in the amount of \$205.00.

Council Approval of this Report will agree to the Administration & Finance Executive Committee to approve an advertisement of 1/10 page (Business Card) size in the "Military Service Recognition Book" in the amount of \$205.00.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2019/77**

TO: Mayor Caul & Members of Council

FROM: Lisa Sheppard, Provincial Offences Coordinator

DATE: September 18, 2019

SUBJECT: On-Line Payment Software for Fines and Offences – Provincial Offences

BACKGROUND

Paytickets.ca is an online banking solution managed by the Royal Bank in partnership with Teranet Enterprises. This software solution allows clients the ability to pay their Provincial Offences and Fines on-line in a secure, encrypted environment; using their Debit card, Visa, MasterCard or American Express. The monies collected are then deposited into the designated Provincial Offences bank account on a daily basis. The clients also have the option to download, save and print receipts as well as retrieve a history of payments should they make partial payments towards larger fine amounts.

- Secure, user-friendly, private and convenient method for the public to pay their fines outside our normal business hours.
- The convenience as well as the ability to use their Debit, Visa, MasterCard or American Express will have a positive impact on the collection of unpaid fines.
- The POA office will receive an account with PayTickets.ca to log into daily and retrieve payments and reports for reconciliation and fine processing.
- There is a minimal user fee per transaction for the client of 1.75% of the ticket value – with a maximum fee of \$3.00. For example: if a client pays their speeding ticket of \$52.50 using the PayTickets.ca site – they will incur a cost of .91 cents. ($\$52.50 \times 1.75\% = .91$). However - if they are making a \$450.00 partial payment towards a much larger fine – the user fee will be capped at \$3.00
- The Town of Fort Frances Provincial Offences Office will be charged a nominal banking fee per transaction for any Visa, MasterCard or American Express payments made.
- 52 Municipalities are currently using the PayTickets.ca solution. The Municipalities contacted for thoughts and review of the software (Thunder Bay and London) both agree it is a great option and has offered their clientele convenience and has had a positive impact on the collection of unpaid fines.
- There is an initial one-time set-up fee for the Town of Fort Frances Provincial Offences of \$4,250.00 + HST. While this is an initial investment of \$4,802.50 – I believe it will offer clientele not only convenience and privacy in paying their fines but allow methods for payment which

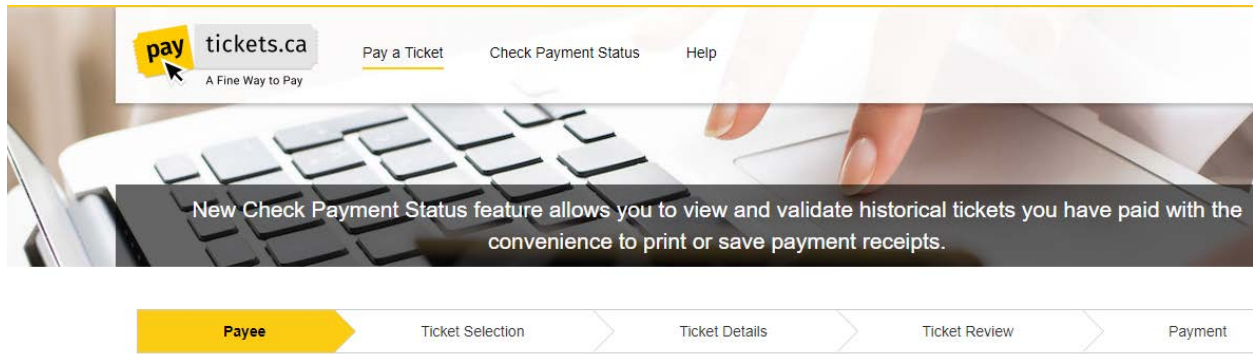
keep abreast of today's technology. In addition; during the months of May to October - our jurisdiction experiences significant tourism. This solution will allow someone from Texas to easily pay their fine once they return home and will have a positive effect on the collection of unpaid fines.

- Provincial Offences Budget line item "Office Equipment/Maintenance/Capital (GL # 75-040-0460-1400-71406) has \$4,827.00 available which would cover the one-time set-up fee of \$4,802.50.
- The Paytickets.ca site does not process any refunds. Should the user make an error in their fine payment (accidentally selected Thunder Bay when it should be Fort Frances for example) – all errors will be investigated by the Municipalities and any refunds that may be due, or errors requiring correction, would be handled by the Municipalities.
- If a user is making a payment on a fine where the due date is past or the same day - the site cautions them that it may be more prudent to make that payment in person as it can take up to 3 days for payment to be received. It also cautions them that If the payment is late – they run the risk of additional late fees, collection action or a potential drivers license suspension.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Paytickets.ca solution for Provincial Offences ticket payments in the amount of \$4,250 plus HST.

Council Approval of this Report will agree to the Administration & Finance Executive Committee to approve the Paytickets.ca solution for Provincial Offences ticket payments in the amount of \$4,250 plus HST.



Who are you paying? ?

Please make the payment to the organization that issued your ticket.

Aurora

Barrie 3860

Brampton 3160

Caledon 0661

Chatham-Kent 1660

Collingwood


County of Elgin - St. Thomas ...

Durham 2860

[Pay a Ticket](#)[Check Payment Status](#)[Help](#)

Check payment status

Please enter your ticket and payment details

 Check Payment Status is only available for payments made after June 21, 2017

All fields are required unless otherwise indicated.

Ticket details:

Payee

Who did you pay



Ticket type

Please select a Payee



Ticket Number

Enter the ticket number

Ticket Amount

Enter the ticket amount

Payment details:

Payment Method



Last 4 digits of Card Number

Date of Payment

(Optional)

Cardholder Name



Check Payment Status



For a downloadable user guide, please click [here](#).

Frequently Asked Questions (FAQs)


Paytickets.ca: General Information

<p>^ What is Paytickets.ca?</p>
<p>Paytickets.ca is an online payment service that lets you pay your provincial offences act violations (e.g. traffic tickets, speeding tickets, seat belt infractions, etc) and parking tickets for municipalities and court jurisdictions across Canada that have established the service. Paytickets.ca was developed by Royal Bank of Canada and Teranet Enterprises Inc. to assist Canadians and municipalities across the country with their payment needs.</p>
<p>^ What is the maximum number of tickets or dollar amount that I can pay?</p>
<p>There is no limit on the number of tickets you can pay. Please note: if you have multiple tickets, you will have to pay each ticket individually. A non-refundable handling fee applies to each transaction and the dollar amount for each transaction is subject to authorization by the appropriate credit card company.</p>
<p>^ What methods of payment are accepted?</p>
<p>Payment can be made by either Visa or MasterCard and in some locations by American Express. Currently, Paytickets.ca does NOT accept the following payment methods: debit, credit/debit (e.g. Visa debit), and pre-paid credit cards.</p>
<p>^ Where do I find sales information?</p>
<p>If you are inquiring about sales information, please direct your inquiry to paytickets@rbc.com.</p>



Payment Information: Timelines, Refunds and Fees

<p>^ Is there a charge to use the Paytickets.ca service?</p>
<p>Yes, there is a non-refundable fee for each transaction. Fees payable are calculated based on 1.75% of the ticket amount owing to a maximum of \$3.00.</p>
<p>^ What is the Paytickets.ca refund policy?</p>
<p>Refunds are managed by the municipality you have made payment to. If you wish to request a refund, you must contact the municipality or court jurisdiction listed on your ticket. Please note that the Paytickets.ca handling fee is non-refundable.</p>
<p>^ I lost my ticket, how can I make payment?</p>
<p>In such an event, please contact the municipality or court jurisdiction that issued the ticket. To find the municipality or court jurisdiction contact information, please use the Payee Contact Information under Help.</p>
<p>^ The sample ticket image doesn't match the ticket I have, can I still make payment?</p>
<p>Occasionally, older tickets are replaced with newer versions. Paytickets.ca may not have received copies of the latest tickets in circulation. You may try making payment through the site. If you encounter any problems, please contact the municipality or court jurisdiction from where the ticket was issued. To find the municipality or court jurisdiction contact information, please use the Payee Contact Information under Help.</p>
<p>^ I get the message "Error: This ticket number is not found. Please verify the ticket number or try again later." What should I do?</p>
<p>This ticket number is currently not on Paytickets and cannot be processed at this time. Please re-try after 3-7 business days from the offence date noted on your ticket to allow enough time for it to be added onto the Paytickets system. If the ticket number is still not found, please contact the Provincial Offences Court office that issued the ticket. To find the municipality or court jurisdiction contact information, please use the Payee Contact Information under Help.</p>


[Pay a Ticket](#)
[Check Payment Status](#)
[Help](#)

If you have not yet received your confirmation email, please re-try after 3-7 business days from the offence date noted on your ticket to allow the ticket to be processed onto the Paytickets system. If the ticket number is still not found, please contact the Provincial Offences Court office that issued the ticket. To find the municipality or court jurisdiction contact information, please use the Payee Contact Information under Help.

^ What if I make a mistake and enter the wrong amount?

If you have already received payment confirmation you will need to contact the appropriate municipality or court jurisdiction to address any errors made. To find the municipality or court jurisdiction contact information, please use the Payee Contact Information under Help

^ I paid my ticket but I received a notice in the mail that the ticket wasn't paid. Why did this happen and what should I do?

It can take up to 72 hours for the information to be updated in the municipality/court jurisdiction database. Contact the municipality or court jurisdiction listed on your ticket and provide them with the confirmation number printed on your Paytickets.ca receipt. To find the municipality or court jurisdiction contact information, please use the Payee Contact Information under Help Please note that any incorrect information entered by you about the payment (e.g. invalid ticket or file number or wrong amount) could cause your payment to be rejected by the municipality or court jurisdiction. If this happens, Paytickets.ca will be instructed by the municipality or court jurisdiction to process a refund on your original payment. You can check the status of any tickets you have made by using the Check Payment Status feature on Paytickets.ca.

^ I paid my Ontario Provincial Offences Act violation (e.g. speeding ticket) through Paytickets.ca. When will the payment be processed?

It can take up to three business days to process your payment and update the court records. It can take up to five business days to update the Ministry of Transportation records.

^ My license is suspended and I have just paid my fines through Paytickets.ca. Is there anything else I need to do?

If your driver's license is suspended, you must contact your local Ministry of Transportation Office to have your driver's license reinstated.

^ My ticket payment is due today and I just paid my fine via Paytickets.ca Does this mean my payment is late?

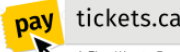
Payments received and processed by the municipality or court jurisdiction on or after the due date may result in increased fines or other collection actions being taken.

^ I didn't print my confirmation screen — can I get a copy?

Yes, you can print or download a copy by using the Check Payment Status feature on Paytickets.ca.

^ I didn't get an email receipt even though I entered my email address — can you re-send it?

Please check any Spam or Junk folders as it may have been redirected there. If one is not found, it may be that the email address was entered incorrectly. Go to Check Payment Status to search for the payment and to download a copy of the receipt.


are accessible by using the Check Payment Status feature on Paytickets.ca

[Pay a Ticket](#)
[Check Payment Status](#)
[Help](#)

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A Fine Way to Pay

Security Information: Email and Credit Card

^ Why do I need to provide an e-mail address? I don't want to receive unsolicited e-mails.
<p>We ask for your valid e-mail address in order to send you a copy of your Payment Receipt or to contact you in the event of a refund. We will not use your e-mail address to send you any unsolicited mail.</p>
^ How do I know the credit card I used to pay my ticket is safe?
<p>Royal Bank of Canada (RBC) is committed to providing a secure environment that protects your personal information. RBC selected Teranet to process the payments because of Teranet's experience and expertise in operating e-government services in a secure environment. Please refer to our security statement for more information.</p>
^ How does Paytickets.ca protect my privacy?
<p>Protecting your privacy and safeguarding your personal information is of utmost importance to us. In order to fulfill this commitment, we have developed a series of policies and practices that govern the protection and use of your information. We utilize state-of-the-art technologies and maintain current security standards and physical, electronic or procedural safeguards to ensure that your personal and financial information is protected against unauthorized access or disclosure and inappropriate alteration or misuse. All data in the Paytickets.ca system is stored and communicated using state-of-the-art encryption. Our employees, and the employees of our service partner, Teranet, are guided by a set of privacy principles and are required as a condition of employment to respect and maintain the security of your information. The core tenet of our policies and practices is that you control how your information is used and who has access to it. Without your consent, no one can access or use your personal information for purposes other than as stated in the Privacy Policy.</p>
^ Does Paytickets.ca store my personal information in a secure environment?
<p>Yes, Paytickets.ca stores all information submitted to the site in a secure and encrypted environment.</p>
^ I received an email requesting payment of a ticket from Paytickets - is it real or fraudulent?
<p>If you receive an e-mail request to provide confidential information or to pay a ticket from Paytickets.ca – DO NOT respond or click on any links provided. Instead, please forward the e-mail to paytickets@teranet.ca. Neither RBC or Paytickets sends out such email requests. Phishing is the practice of sending phony e-mail messages designed to look legitimate. This tricks individuals into disclosing their confidential information which can lead to identity theft and online fraud. TIPS TO PROTECT AGAINST PHISHING. Follow these tips to help you avoid falling victim to Phishing: * Never provide your confidential information in response to unsolicited communications. * PLAY IT SAFE! If you don't know the source of an e-mail or if it looks suspicious, delete it. * BE CAUTIOUS! Even if you recognize a sender's e-mail address, always pay close attention to the contents of the e-mail as e-mail addresses can be faked. * BE ALERT! Just because an e-mail or website appears to be from a legitimate company doesn't mean it is. If you are unsure that the website is valid do not sign in or enter any confidential information.</p>



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2019/79**

To: Mayor Caul and Council

FROM: Aaron Bisson, Deputy Treasurer

DATE: September 11, 2019

SUBJECT: Request for Proposal for Municipal Insurance (19-AF-10)

BACKGROUND

The above noted RFP closed at 2:00 p.m. on Tuesday, September 3, 2019. The following proposals were received and opened at that time:

Gillons' Insurance for Frank Cowan Company ('Frank Cowan') \$222,085.68 (Including Tax)
Gillons' Insurance for JLT Canada ('JLT') \$356,066.76 (Including Tax)

All proposals were received on time and met the requirements of the RFP bidding instructions. Attached is an RFP Requirement worksheet detailing the coverage requested in the RFP, and coverage proposed by the bidders. Both Frank Cowan Company and JLT have met or exceeded the requested amounts Frank Cowan and JLT and the programs they represent have extensive municipal insurance experience.

The Town of Fort Frances has a long history with Gillons' and they have been quick to supply insurance certificates and answers to inquiries made. Most recently we have brokered with Frank Cowan Company and Gillions Insurance with a positive experience.

The price criterion was in favour of Frank Cowan, who has the lower bid by \$133,981.08, thus JLT's bid was 62.37% higher.

The proposals have been reviewed and discussed in detail by members of the Town's management team and both Frank Cowan and JLT have met the primary goals of the RFP for Municipal Insurance as indicated in the Evaluation Criteria, with a large difference in results. The information is now being brought forward to the Administration and Finance Executive Committee for their recommendation.

RECOMMENDATION

That the Administration and Finance Executive Committee recommend to award the Request for Proposal for Municipal Insurance (19-AF-10) to Frank Cowan Company as represented by Gillon's Insurance Brokers Ltd.

Council Approval of This Report Will Agree to the recommendation of the Administration & Finance Executive Committee to award the Request for Proposal for Municipal Insurance (19-AF-10) to Frank Cowan Company as represented by Gillon's Insurance Brokers Ltd.

Request for Proposals for Municipal Insurance - 2019		Frank Cowan Company through Gillons'	JLT (Jardine Lloyd Thompson) Through Gillons'
Accident			
(a) Council Members		434	1,533
Out of Province Medical			
(a) 4 Elected Council members under the age of 80		1500	420
Liability:			
(a) Environmental Impairment Liability		9,065	3,000
(b) Municipal Liability		66,636	39,643
(c) Non-Owned Automobile		194	incl
(d) Automobile		26,213	38,793
(e) Transit Fleet		Not applicable	13,500
(f) Municipal Errors & Omissions		6968	incl
(g) Legal Expense for Statute Law including Conflict of Interest		1920	incl
(h) Wrongful Dismissal		incl	incl
(g) Marina Liability		incl	incl
(h) Employer's Liability		incl	incl
(i) Tenant Legal Liability		incl	incl
(j) Employee Benefit Liability		incl	incl
(k) Incidental Medical Malpractice		incl	incl
(l) Voluntary Medical Payments		incl	incl
(m) Incidental Garage Operations		800	incl
(n) Forest Fire Fighting Expense		incl	incl
(o) Voluntary Payment for Property Damage		incl	incl
(p) Legal Liability for Damage to Hired Autos		incl	incl
(q) Abuse/Molestation Liability		incl	incl
(r) Voluntary Compensation		N/A	incl
Crime:			
(a) Employee Dishonesty		500	750
(b) Loss of Money (Broad Form) Inside Premises		185	incl
(c) Loss of Money (Broad Form) Outside Premises		393	incl
(d) Money Orders & Counterfeit Paper Currency		32	incl
(e) Depositor's Forgery		32	incl
(f) Professional Fees/Audit Expenses		54	incl
(g) Computer Fraud or Funds Transfer Fraud		54	incl
Property including Boiler & Machinery:			
(a) Building, Contents & Unlicensed Equipment - Property		80,510	225,926
Building, Contents & Unlicensed Equipment - Equipment Breakdown		9,377	
(b) Valuable Papers		incl	incl
(c) Extra Expense		incl	incl
(d) Accounts Receivable		incl	incl
(e) Gross Rents		incl	incl
(f) Electronic Media		incl	incl
(g) Fine Arts		907	incl
(h) Expediting Expense		incl	incl
(i) Land & Water Pollution Cleanup		incl	incl
(j) Debris Removal		incl	incl
(k) Professional Fees		incl	incl
(l) Automatic Coverage of Newly Acquired Buildings and/or Contents		incl	incl
(m) Transportation		incl	incl
(n) Freezing of Fire Fighting Apparatus		incl	incl
(o) Fire Protective Equipment Recharge		incl	incl
(p) Wreckage Value		incl	incl
(q) Hazardous Substance		incl	incl
(r) Spoilage or Consequential Loss		incl	incl
(s) Off Premises Utility		incl	incl
(t) Pressure Objects		incl	incl
(u) Machinery Objects		incl	incl
(v) Loss of Revenue		230	incl
Computer Coverage:			
(a) All Risk		incl	incl
(b) Extra Expense - Period of Restoration		incl	incl
Added Cyber Liability for \$25,000 Limit			
Police Services Boards- Directors and Officers		1600	10000
Net Insurance Premiums		\$207,604.00	\$333,565.00
Fees, Commissions, Contingent Profits		\$0.00	\$0.00
Tax		\$14,481.68	\$22,501.76
TOTAL		\$222,085.68	\$356,066.76

Current Policy Cost for 2018/2019 is \$196,540 (plus tax)

Coverage Evaluation on RFP 19-AF-10 Municipal Insurance		Updated September 5/19	
RFP Requirement		Frank Cowan Company	JLT
Accident-Elected Officials - death or dismemberment	\$250,000	\$250,000	\$250,000
Accident-Elected Officials - Paralysis, permanent total disability	\$500,000	\$500,000	Not specifically stated
Out of Province Medical- 7 Elected Members	\$1,000,000	\$1,000,000	\$2,500,000
Environmental Liability	\$5,000,000	\$5,000,000	\$5,000,000
	Aggregate	\$5,000,000	\$5,000,000
	Deductible	\$10,000	\$10,000
Municipal Liability	\$25,000,000	\$25,000,000	\$25,000,000
	Deductible	\$10,000	\$10,000
Non-owned Automobile	\$25,000,000	\$25,000,000	\$25,000,000
	Deductible	\$10,000	\$5,000
Automobile Insurance (incl Transit)	\$25,000,000	\$25,000,000	\$5,000,000
	Deductible	\$5,000	\$5,000
Replacement Costs on vehicles		yes	yes
Municipal Errors & Omissions	\$25,000,000	\$25,000,000	\$5,000,000
	Deductible	\$10,000	\$10,000
Legal Expense	\$250,000	\$250,000	\$100,000
	Aggregate	\$500,000	\$500,000
	Deductible	\$10,000	NIL
Wrongful Dismissal	\$250,000	\$500,000	\$500,000
	Aggregate	\$250,000	\$500,000
	Deductible	\$5,000	\$5,000
Marina Liability	\$5,000,000	\$25,000,000	\$1,000,000
	Each Vessel	\$100,000	No sublimit/vessel
	Aggregate		\$1,000,000
	Deductible		\$10,000
Municipal Conflict of Interest	\$100,000	\$100,000	\$100,000
	Aggregate	No Aggregate	
	Deductible	NIL	nil
Employer's Liability	\$5,000,000	Incl	\$5,000,000
Tenant Legal Liability	\$5,000,000	Incl	\$5,000,000
Employee Benefits Liability	\$5,000,000	Incl w/ E&O	\$5,000,000
Incidental Medical Malpractice	\$50,000	Incl w/ GL	\$5,000,000
Voluntary Medical Payments	\$50,000	\$50,000	\$50,000
Incidental Garage Operations	\$250,000	\$1,000,000- O.P.F. #4	\$250,000
Liquor Liability		not specifically stated	Not specifically stated
Forest Fire Fighting Expense	\$1,000,000	\$1,000,000	\$2,000,000
	Aggregate	\$1,000,000	\$2,000,000
Voluntary Payment for Property Damage	\$50,000	\$50,000	\$50,000
	Aggregate	\$50,000	\$50,000
Legal Liability for Damage to Hired Autos	\$250,000	\$250,000	\$250,000
	Deductible	\$500	\$1,000
Abuse/Molestation Liability	\$500,000	Incl w/ GL	\$250,000
	Aggregate		\$500,000
Crime - Employee Dishonesty	\$1,000,000	\$1,000,000	\$1,000,000
Loss of Money (Inside and Outside)	\$200,000	\$200,000	\$200,000
Money Orders & Counterfeit Paper	\$200,000	\$200,000	\$200,000
Depositor's Forgery	\$1,000,000	\$1,000,000	\$1,000,000
Professional Fees/Audit Expenses	\$200,000	\$200,000	\$200,000
Computer Fraud or Funds Transfer Fraud	\$200,000	\$200,000	\$200,000
	All Crime Deductible	not stated	NIL
Property Insurance-Blanket	\$140,445,585	\$146,174,737	\$144,754,737
	Deductible	\$10,000	\$10,000
Replacement Cost		yes	yes
Boiler and Machinery- Limit per accident	\$50,000,000	\$50,000,000	\$144,754,737
Employees Personal Property (\$5,000 per Employee)	\$50,000	not specifically stated	\$25,000
Water Damage	\$500,000	\$500,000	\$500,000
Extra Expenses	\$500,000	\$500,000	\$500,000
Loss of Revenue - MSC	\$90,000	\$90,000	\$300,000
Data & Media	\$500,000	\$500,000	\$500,000
Ammonia Contamination	\$500,000	\$500,000	\$500,000
Hazardous Substance	\$500,000	\$500,000	\$500,000
Errors and Omissions	\$500,000	\$5,000,000	\$5,000,000
Spoilage - Goods under refrigeration	\$50,000	\$50,000	\$100,000
Sod, Trees, Shrubs and Plants (per item)	\$10,000	not specifically stated	Not specifically stated
Professional Fees	\$500,000	No Sublimit	\$500,000
Off premises Utility	\$100,000	\$1,000,000	Not specifically stated
Fire Department Service Charges (Any one occurrence)	\$25,000	No Sublimit	Not Specifically stated
Recharge of Fire Protection Equipment (Any one occurrence)	\$25,000	No Sublimit	\$100,000
Lock Replacement- Master Key	\$25,000	\$25,000	\$25,000
Pollution Clean Up and Removal (Any one occurrence)	\$50,000	No Sublimit	\$100,000
Reward Payments	\$25,000	Not included	Not specifically stated
	Deductible	Not included	Not specifically stated
Electronic Data Processing	\$1,600,000	\$1,600,000	\$1,600,000
	Deductible	\$10,000	\$10,000
	Media	\$250,000	\$500,000
	Extra Expenses	\$100,000	\$500,000
Police Services Board	\$2,000,000	No Sublimit	\$2,000,000



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2019/78**

TO: Mayor Caul & Members of Council
FROM: Dawn Galusha, Treasurer
DATE: September 18, 2019
SUBJECT: Doug Brown, CAO – Purchase Card Expenses

BACKGROUND

Attached are copies of the Purchase Card expenses, as submitted by Doug Brown for the period August 7 to September 6, 2019 related to travel costs. The costs are gas and airline fees in the amount of \$120.49 in compliance with Town of Fort Frances Travel Policy Number 3.11.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Purchase Card expense claim in the total amount of \$120.49 as submitted by Doug Brown, CAO for the period August 7 to September 6, 2019.

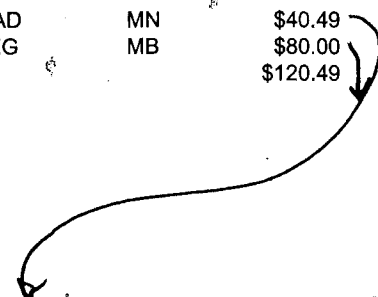
Council Approval of this Report will agree to the Administration & Finance Executive Committee to approve the purchase card expense claim in the total amount of \$120.49 as submitted by Doug Brown, CAO for the period August 7 to September 6, 2019.

Aug 7 - Sept 6/19

To A/P by Sept 19/19

2019/08/22	24431059233838000007655	HOLIDAY STATIONS 0235
2019/08/22	74703419234100212486784	WINNIPEG AIRPORTS AUTH
DOUG BROWN Total		

WARROAD	MN	\$40.49
WINNIPEG	MB	\$80.00
		\$120.49



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Town

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GST 136628591

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Cashier 31

Receipt 052007

Parking Ticket

Econo - No. 073565

18/08/19 11:26

21/08/19 18:20

Period 3d6h55'

\$80.00

Total

\$80.00

Payment Received

RID A000000003

PIX 1010

CARD *****4124

AUTHORIZATION 035945

PURCHASE CAD80.00

APPROVED

Sub Total

\$80.00

All Amounts in CAD.

0035F60C - 1/1

September 18, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Letter Dated August 22, 2019 from Nioma Holden RE: Dumping of Sewage

At the September 9, 2019 meeting of Council, a letter dated August 22, 2019 from Ms. Nioma Holden was referred to the Operations and Facilities Executive Committee regarding dumping of sewage in the rear of property at 400 Eighth Street.

M. Holden is one of the owners of the aforementioned property and resides on that property. In addition, Hammond's Landscaping Ltd. operates their business on the same property with Mr. Art Hammond being a joint owner on the property.

In regard to the concern brought forward, the matter of sewage disposal on the ground falls under the Property Standards By-Law and a copy of the letter has been forwarded to the By-Law Enforcement Officers for further investigation.

In regard to the apparent dumping of Fuel Oil, the Town has no authority in this matter, this issue would be addressed by the Ministry of the Environment, which was informed according to the letter.

It is the recommendation of the Operations and Facilities Executive Committee that the letter dated August 22, 2019 from Nioma Holden be received and that the appropriate authorities handle the issues as outlined.

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 letter dated August 22, 2019 from Nioma Holden be received and that the appropriate authorities handle the issues as outlined.

Manager of Operations and Facilities

2019Sept Letter RE Sewage 400 Eighth

September 18, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Infratech Request for GIS Data

The Town of Fort Frances has retained Infratech Services to undertake Zoom Camera inspection of a portion of our Storm Sewer network. Their system for reporting condition data utilizes our existing GIS data where they will overlay their data and report it back in GIS Shape file format as well as pdf making the upload to our GIS and Asset Management software platforms simple.

Infratech has requested our GIS data, see attached request as well as a report from Trish Law GIS Expert outlining the request and related data share agreement. This is protocol for any firm looking for our GIS data including those retained by the Town of Fort Frances.

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

1. The Town enter into a GIS Data Share agreement with Infratech Solutions for GIS data relating to the inspection of Storm Sewer infrastructure for the Town of Fort Frances
2. The data be provided at no cost to Infratech as they are engaged by the Town of Fort Frances
3. That a by-law be prepared authorizing Mayor and Clerk to execute the 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 that:

- 1. The Town enter into a GIS Data Share agreement with Infratech Solutions for GIS data relating to the inspection of Storm Sewer infrastructure for the Town of Fort Frances**
- 2. The data be provided at no cost to Infratech as they are engaged by the Town of Fort Frances**
- 3. That a by-law be prepared authorizing Mayor and Clerk to execute the agreement on behalf of the corporation.**

Manager of Operations and Facilities

2019Sept Infratech GIS Datashare agreement

September 3, 2019.

Report To: Travis Rob, O&F Manager

From: Trish Law, GIS Expert

SUBJECT: Data Request Infratech Services

On August 28th, 2019 I was forwarded a requested via Adam Mitchell for Infratech Services to obtain current storm sewer shapefiles from the Town for use with the upcoming zoom camera work. Adam's contact, Donald Gunn requested a shapefile copy of the Town's storm sewer infrastructure. A copy of the Town's Geospatial Data Share Agreement was forwarded to Donald and has since been returned along with a letter asking for the shapefiles to be granted at zero cost.


The data currently being requested from the Town for use by Infratech is road centerlines, parcel fabric, storm sewer mains, storm sewer manholes and storm sewer catch basins. The cost of layers requested is 5 @ 299.10 plus HST for vector data as per the current User Fee schedule.

For references purposes, this is a listing of current Geospatial License Agreements with the Town:

- Ministry of Natural Resources (2009, 2010) - \$0 data exchange
- Union Gas (2009) - \$0 data exchange
- Rainy River District OPP (2009) - \$0 through Community Services
- Centra Transmission Holdings Inc./EFG (2010) - paid \$1071.00 (including HST)
- Hilderman Thomas Frank Cram (2010) - \$0 working for TOFF
- Hynde Paul Planners/Quartek (2010) - \$0 working for TOFF
- KGS Group, Winnipeg (2010) - \$0 working for TOFF
- Neegan Burnside (2011) - paid \$3809.68 (including HST)
- rePlan (2014) - \$0 fees waived for newGold development
- Vastamaki Consulting Service (2014) - \$0 working for FFPC
- Saulteaux Consulting and Engineering (2014) - \$0 working for FFPC
- Rainy River District Stewardship (2015) - \$0 tree inventory
- Rainy River District School Board (2015) - \$0 partner for tree inventory
- GISbiz (2016) - \$0 working for FFPC
- TBAYTEL/Telecon - paid \$639.40 (including HST)
- Fire Underwriters (2017) - \$0 request approved by Council
- OPP (2018) - \$0 request approved by Council

After consideration of this request, I recommend the Town entering into a Geospatial Data License Agreement with Infratech for the requested data. I also recommend that the data be distributed at \$0 as Infratech is currently contracted for zoom camera work for the Town.

Respectively Submitted,

A handwritten signature in blue ink that reads "Trisha Law". The signature is written in a cursive, flowing style.

Trisha Law, MGIS
GIS Expert



Infratech Services
790 Lapointe Street,
Sudbury, ON
P3A 5N8

Date: September 3, 2019

Revised GIS Data Request

To whom it may concern,

This letter is our request to the Town of Fort Frances for the GIS shapefiles of the Storm Sewer network, road and street name and parcel layers to facilitate our pending CCTV camera inspection program being this Fall. It is our understanding that these files will be made available at no cost as part of our agreement with the Town of Fort Frances. Our signed Town of Fort Frances Geospatial Data License Agreement is included with this submission.

If you have any questions, please call (705) 524-6372 or contact us by e-mail at don@infratechservices.ca

Sincerely,



Donald Gunn, C.E.T.
Infratech Sewer & Water Services Inc.

D:\Infratech Project Files\2019 Projects\2019-073 Fort Frances Zoom Tender\Infratech GIS Data Request Letter.doc

3. Licensed data: All Licensed data is in ESRI shapefile format, with the exception of the digital aerial photography. The coordinate system is UTM Zone 15N, NAD83. The Town of Fort Frances may consider, but shall not be obliged to provide the Licensed Data in other GIS or digital file formats as may be requested by the Licensee for its mapping system requirements.

4. Maintenance: The data licensed from The Town of Fort Frances is licensed for the Licensee's use only, not for resale or exchange with other parties. Licensed data is distributed "AS IS" on a one-time basis and The Town of Fort Frances is under no obligation to inform the Licensee of any changes, updates or alterations to the data. The Licensee will not receive any updated data, unless a new license request is made. Available data is in "raw" format and is not a finished map product.

5. Reserved Rights: The Town of Fort Frances shall retain all rights, title and interest to the Licensed data in all formats, languages and media. This includes copyrights, intellectual property, all other proprietary rights and the right to license the digital data covered by this Agreement to other users. The Licensed data shall continue to be the exclusive property of the Town of Fort Frances.

6. Copyright: Any paper or hard copy products derived from the Licensed data shall clearly indicate the source of the Licensed data and its copyright. If the data is modified in any way, this must be described with the source information. The Licensee agrees to not misrepresent The Town of Fort Frances Licensed data, nor imply that The Town of Fort Frances has approved any changes made by the Licensee, unless the Town of Fort Frances has granted expressed written permission.

7. Warranty: The Town of Fort Frances makes no warranty, expressed or implied, to the use of the Licensed data. Use of the Licensed data is done at the user's own risk and The Town of Fort Frances shall not be liable for any problems; including financial or business loss, the fitness of the Licensed data with other datasets, installation of the Licensed data and or any foreseeable or unforeseeable damages which may result from the use of the Licensed data.

8. Data Delivery: Orders for Licensed data sets do not have priority over other projects and work demands of The Town of Fort Frances Engineering Department. Significant delays may occur in such instances as staff shortages or schedule constraints. All efforts will be made to prepare and distribute Licensed data in a timely fashion. The Town of Fort Frances assumes no liability for shipping costs incurred, nor any damage to the Licensed data that may occur during shipping. The standard method of data delivery will be CD (Compact Disc).

9. Fees: The Town of Fort Frances licenses use of the Licensed data set in consideration of payment by the Licensee of the appropriate fee set out in the

current Schedule of Fees for the Town of Fort Frances and as illustrated in the attached price schedule. Fees paid are non-refundable. Data exchanges between the Licensee and The Town of Fort Frances will be considered.

10. Termination: The Town of Fort Frances may terminate this Agreement at any time, for any reason. Any violation of the license renders it null and void. This agreement will terminate automatically, without notice, if the Licensee fails to comply with any of the terms of this agreement. The Licensee may elect to terminate this Agreement at any time. Licensee user rights expire on the revocation of this license. Any and all copies of the Licensed data must be returned to The Town of Fort Frances within 30 days from the date this license expires or immediately if the license is revoked.

11. Third-Party Requests: If the Licensee receives a third party request for the Licensed data, the Licensee shall provide The Town of Fort Frances' contact information to the third party.

12. The terms of this agreement shall be in force from the date of execution or delivery of the Licensed Data, whichever is the later, and shall continue unless terminated under the provisions of this Agreement.

13. This Agreement constitutes the entire agreement and understanding of both parties as to the scope of this license and supersedes any and all prior agreements, warranties, understandings, discussions, negotiations and commitments, either written or oral, expressed and or implied between them.

14. Amendments to this agreement, be it the terms or provisions, must be elected in writing and signed by both parties.

15. This Agreement shall be subject to and interpreted in accordance with the Laws of the Province of Ontario.

16. This agreement is binding to both parties but does not constitute a relationship of partnership, or joint venture between the two parties.

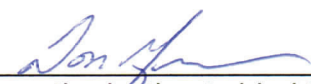
Town of Fort Frances

By (Signature): _____
 I have the authorization to bind the Corporation
 Position/Title: _____
 Name (Print): _____
 Date: _____

By (Signature): _____
 I have the authorization to bind the Corporation
 Position/Title: _____
 Name (Print): _____
 Date: _____

***Please be advised that all agreements must be discussed with the Engineering Department (GIS) prior to signing.*

LICENSEE

By (Signature): 
 I have the authorization to bind the Corporation
 Position/Title: PRESIDENT.
 Name (Print): DONALD GUNN
 Date: AUGUST 28, 2019.

By (Signature): _____
 I have the authorization to bind the Corporation
 Position/Title: _____
 Name (Print): _____
 Date: _____

DATA LICENSE INFORMATION:Data Available:

Infrastructure (separate layers): Sanitary Sewer manholes and mains; Storm Sewer manholes, catch basins, and mains; Water Distribution System mains, hydrants, and mainline valves; Road centre lines

Base Data: base map (with or without addresses), aerial photography (colour, April 2007 .ecw format only)

Data Requested:

REVISED REQUEST.

ROAD / STREET SHAPE FILES + PARCEL MAPPING.

STORM SEWER SHAPEFILES - PIPES / MANHOLES / ATTRIBUTE

DATA FOR USE ESRI ARCVIEW VERS 10.7

Data Delivery Type:

☐ CD (mail) ☒ Digital transfer (email) ☐ hard copy (paper)

Disclaimer: Please be advised that the GIS data within The Town of Fort Frances' database is in a constant state of update. Every effort has been made to ensure that the Licensed data is the most current, updated version.

2019 Fee Schedule:

Hard Copy Maps: 8 ½" X 11" - \$6.00; 11" X 17" - \$11.95; 24" X 36" \$29.90

2007 Digital Aerial Photography: \$1196.20 (.ecw format only)

Shapefiles: \$299.10 per infrastructure shapefile layer
 \$299.10 – base map (property lines and address numbers only)

*prices do not include applicable H.S.T.

September 18, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Amending Agreement with Stewardship Ontario for Municipal Hazardous or Special Waste

With the changes that have been implemented with tire recycling and the pending changes to Ontario's blue box program, the Municipal Hazardous and Special Waste (MHSW) program is also in transition. The Town of Fort Frances has agreements for funding for the collection of certain MHSW with Stewardship Ontario, Product Care Association and Automotive Materials Stewardship, each organization funds specific materials.

With the changes to the MHSW program, whereby producers of these materials will be wholly responsible for the collection, processing and recycling of their materials, Stewardship Ontario may no longer be a funding agency that we will work with for payment. In light of that the agreement that we have with Stewardship Ontario for funding needs to be amended to reflect the coming changes to their programs. Entering into this agreement will have no impact on the funding that the Town will receive too offset the 2019 Municipal Hazardous and Special Waste event which took place on September 14, 2019.

Attached you will find the amending agreement as well as a covering letter from Mr. Cullen Hollister of Stewardship Ontario.

It is the recommendation of the Operations and Facilities Executive Committee to enter into an amending agreement with Stewardship Ontario and further an authorizing by-law be prepared.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to enter into an amending agreement with Stewardship Ontario and further an authorizing by-law be prepared.

Manager of Operations and Facilities

2019Sept MHSW Amending Agreement SO



August 28, 2019

To: Head of Municipal Hazardous Waste Management

Subject: 2019 Municipal Amendment Agreement

Attached you will find a copy of the Amended Municipal Agreement for 2019. Your immediate attention to this matter is requested.

As you are aware, Stewardship Ontario has been directed by the Minister of the Environment, Conservation and Parks (MECP) to wind-up the current MHSW program. Upon wind-up, hazardous materials collected under the MHSW Program will be managed according to an individual producer responsibility (IPR) framework under the Resource Recovery and Circular Economy Act, 2016.

Under the MHSW Program, Stewardship Ontario manages the supply chain operations for single-use dry cell batteries and pressurized containers. Wind-up for single-use dry cell batteries is scheduled to take place June 30, 2020 with the remaining MHSW materials occurring on June 30, 2021.

In anticipation of the Wind-up Plan being approved on December 31, 2019, changes to the current Municipal Agreement are necessary to enable Stewardship Ontario to make payments to communities for materials that will continue under the MHSW Program after June 30, 2020, namely pressurized containers. In the absence of this amendment, Stewardship Ontario will have no mechanism to continue payments after the wind-up date for single-use batteries on June 30, 2020 and would be forced to terminate all Agreements effective that date.

Communities that wish to continue receiving payments for collecting pressurized containers after June 30, 2020 are asked sign back the Amending Agreement no later than December 31, 2019. For information regarding, you can go to <https://stewardshipontario.ca/mhsw-windup/>

Regards,

Cullen Hollister

Director of Operations – Blue Box and MHSW

mhsw@stewardshipontario.ca

**AMENDING AGREEMENT
NEW MUNICIPAL HAZARDOUS OR SPECIAL WASTES SERVICES AGREEMENT**

This Amending Agreement (the “**Amending Agreement**”) is made as of August 16, 2019.

BETWEEN:

STEWARDSHIP ONTARIO (“SO”)

and

THE CORPORATION OF THE TOWN OF FORT FRANCES (the “Municipality”)

(collectively, the “**Parties**”)

WHEREAS:

- A. Stewardship Ontario and the Municipality entered into an agreement concerning municipal hazardous or special wastes (“**MHSW**”) dated July 01, 2011 (as amended, modified or restated from time to time, by the Parties, the “**MHSW Services Agreement**”);
- B. By direction letters dated April 12, 2018, December 11, 2018 and July 2, 2019, the Minister of the Environment, Conservation and Parks for the Province of Ontario directed SO to wind up the waste diversion program for MHSW (the “**MHSW Program**”) for all designated materials. Upon wind up, materials collected under the MHSW Program will be managed according to an individual producer responsibility framework under the *Resource Recovery and Circular Economy Act, 2016*;
- C. In order to reflect the scheduled wind-down of the MHSW Program and in accordance with Section 2.3 of the MHSW Services Agreement, the Parties wish to make certain amendments to the MHSW Services Agreement as set out herein.

NOW THEREFORE, FOR VALUE RECEIVED, the Parties agree as follows:

- 1. The MHSW Services Agreement is hereby amended in accordance with the provisions set out in Schedule “A” hereto effective as of September 1, 2019.
- 2. All capitalized terms which are used herein without being specifically defined herein shall have the meanings ascribed to them in the MHSW Services Agreement.
- 3. Any section marked as “Intentionally Deleted” in the MHSW Services Agreement remains “Intentionally Deleted” and is not replaced by or amended by anything in Schedule “A”.

4. Except as amended by the amendments expressly set forth in Schedule "A" of this Amending Agreement, the MHSW Services Agreement shall remain unchanged and continue in full force and effect and is hereby in all other respects ratified and confirmed.
5. If any provision of this Amending Agreement is or becomes illegal, invalid or unenforceable in any jurisdiction, the illegality, invalidity or unenforceability of that provision will not affect (a) the legality, validity or enforceability of the remaining provisions of this Amending Agreement or (b) the legality, validity or enforceability of that provision in any other jurisdiction.
6. This Amending Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable therein and each of the Parties hereto agrees irrevocably to conform to the non-exclusive jurisdiction of the Courts of such Province.
7. This Amending Agreement shall enure to the benefit of and shall be binding upon the Parties hereto and their respective successors and permitted assigns. Nothing in this Amending Agreement, express or implied, shall give to any Person, other than the parties hereto and their successors hereunder, any benefit or any legal or equitable right, remedy or claim under this Amending Agreement.
8. If any provision of this Amending Agreement is inconsistent or conflicts with any provision of the MHSW Services Agreement, the relevant provision of this Amending Agreement shall prevail and be paramount.
9. Schedule "A" is attached hereto and incorporated in and forms part of this Amending Agreement.
10. This Amending Agreement may be executed in one or more counterparts, including by means of facsimile and/or portable document format, each of which shall be deemed to be a duplicate original, but all of which, taken together, constitute a single document.

[THIS SECTION LEFT INTENTIONALLY BLANK]

IN WITNESS WHEREOF the Parties have signed this Amending Agreement as of the date first set out above.

STEWARDSHIP ONTARIO

By: _____
Name: Cullen Hollister
Title: Director of Operations

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

By: _____
Name:
Title:

**SCHEDULE “A” TO THE AMENDING AGREEMENT
NEW MUNICIPAL HAZARDOUS OR SPECIAL WASTES SERVICES AGREEMENT**

The Parties agree to amend the MHSW Services Agreement as follows:

1. Section 1.1 of the MHSW Services Agreement is hereby amended by deleting the words “*Waste Diversion Act 2002 (Ontario)*” and replacing them with the words “*Waste Diversion Transition Act, 2016 (Ontario)*”.

2. Section 2.4 of the MHSW Services Agreement is deleted in its entirety and replaced with the following new Sections 2.4 and 2.5:

“2.4 The Parties also understand that an ISO may, at any time, be approved by the Board of the Authority for one or more of the Obligated MHSW materials. In the event an ISO is approved by the Authority, SO will have no responsibility to pay for MHSW Services provided by the Municipality with respect to the materials for which the ISO is then responsible on and after the effective date of such approval by the Authority, unless SO provides written notice to the Municipality indicating that there will not be any changes to the then current MHSW Services within 30 days of the ISO approval date.

2.5 The Parties also understand that the Minister of the Environment, Conservation and Parks has directed SO to wind-up the MHSW Program Plan under the *Resource Recovery and Circular Economy Act, 2016*, following which individual producers will become responsible for materials collected under the MHSW Program Plan. The Parties agree that effective on the date of wind-up of the MHSW Program Plan in respect of a specific MHSW material (a “**Materials Wind-Up**”), SO will have no further responsibility to pay for MHSW Services provided by the Municipality with respect to such MHSW materials. As a courtesy, SO will provide a written reminder to the Municipality at least 30 days prior to the effective date of such Materials Wind-Up.”

3. Subsection 5.1(b) of the MHSW Services Agreement is deleted in its entirety and replaced with the following new subsections 5.1(b) and 5.1(c):

“(b) Notwithstanding the foregoing, in the event an ISO is approved by the Authority, title to the Obligated MHSW with respect to the materials for which the ISO is then responsible will not belong to SO or SO’s Service Providers unless SO provides written notice to

the Municipality indicating that there will not be any changes to the then current MHSW Services within 30 days of the ISO approval date.

(c) Notwithstanding the foregoing, in the event of a Materials Wind-Up, title to the Obligated MHSW will not belong to SO or SO's Service Providers as of the effective date of the Materials Wind-Up."

4. Section 18.1 of the MHSW Services Agreement is hereby amended to delete the words "Waste Diversion Ontario" and to replace them with the words "the Authority".

September 18, 2019

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Airport Facility Lease Renewal – CBRE Maintenance Garage Bay November 1, 2019 to March 31, 2020

For a number of years, CBRE on behalf of the Ministry of Natural Resources and Forestry Conservation Officers has entered into a lease agreement with the Town of Fort Frances for the rental of one bay of the Fort Frances Airport Maintenance Garage for the storage of their equipment as required, but to a maximum of 3 days per week. Attached is a letter from CBRE exercising their right to extend the term of the lease. The lease extension is for one term of 5 months from November 1, 2019 to March 31, 2020, the rate will be \$6889.60 per year or \$107.65 per day and 3 days per week.

It is recommended by the Operations & Facilities Executive Committee that Council renew the lease rate with MNRF at \$107.65 per day for the next five (5) months and that the Mayor and Clerk be authorized to execute the lease agreement on behalf of the Corporation.

Respectfully Submitted



Travis Rob, P.Eng.

Council approval of this report will ensure that Council renew the lease with CBRE at \$107.65 per day for the five (5) month term commencing November 1, 2019 to March 31, 2020, and that the Mayor and Clerk be authorized to execute the lease agreement on behalf of the Corporation.

Manager of Operations and Facilities

2019Feb Airport CBRE Lease term extension



2019-09-13

To: Travis Rob, O&F Division Manager

From: Tom Batiuk

Re: Lease for Garage Bay for MNR

Please find attached the rental lease agreement for the MNR to use the garage bay located at the airport. This lease will result in a revenue stream to the airport in the amount of \$6889.60 based on the 3 days per week. This lease will be paid in equal monthly installments to the airport in the amount of \$1377.92 for the term of November 1st, 2019 to March 31st, 2020. This will not affect the airport operation in any capacity. It is my recommendation that we execute this agreement and commence business with the MNR to utilize this space as laid out in the attached agreement.

Kind Regards,

Tom Batiuk
Airport Supervisor

FIFTH LICENSE EXTENSION AND AMENDING AGREEMENT

THIS AGREEMENT made in duplicate as of November 1, 2019.

BETWEEN:

THE CORPORATION OF THE TOWN OF FORT FRANCES

(the “**Licensor**”)

- and -

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS REPRESENTED BY THE
MINISTER OF GOVERNMENT AND CONSUMER SERVICES**

(the “**Licensee**”)

WHEREAS:

- A. By a license agreement dated February 15, 2015, (the “Original License”), the Licensor did license unto Her Majesty the Queen in right of Ontario as represented by the Minister of Economic Development, Employment and Infrastructure (“MEDEI”) for a term of three (3) months commencing on February 15, 2015 and ending on May 14, 2015 (the “Original Term”), the premises more particularly described as eight hundred (800) square feet as set out in Schedule “C” attached thereto (the “Licensed Premises”), in the building municipally known as 1300 Frog Creek Road (the “Building”), in the unorganized township of Miscampbell, also in the Town of Fort Frances, in the Province of Ontario (the “Lands”), as more particularly described in Schedule “A” attached thereto, in addition to other terms and conditions as set out therein.
- B. By a license extension and amending agreement dated November 1, 2015 (the “First License Extension and Amending Agreement”), the Licensor and the MEDEI agreed to extend the Original Term in accordance with the terms of the Original License, with an extension term commencing on January 1, 2016 and expiring on March 31, 2016 (the “First Extension Term”), in addition to other terms and conditions as set out therein.
- C. Pursuant to the terms of the First License Extension and Amending Agreement, the MEDEI was entitled to extend the First Extension Term for three (3) additional terms of five (5) months each.
- D. The MEDEI exercised its right to extend the First Extension Term by a second license extension and amending agreement dated November 1, 2016 (the “Second License Extension and Amending Agreement”) with an extension term commencing on November 1, 2016 and expiring on March 31, 2017 (the “Second Extension Term”), in addition to other terms and conditions as set out therein.
- E. Pursuant to the terms of the Second License Extension and Amending Agreement, the MEDEI was entitled to extend the Second Extension Term for one (1) additional term of five (5) months.
- F. By Order in Council No. 1342/2016, approved and ordered September 14, 2016, all of the powers and duties previously assigned and transferred to the MEDEI under Order in Council No. 219/2015 in respect of infrastructure and other matters are assigned and transferred to the MOI.
- G. The MOI exercised its right to extend the Second Extension Term by a third license extension and amending agreement dated November 1, 2017 (the “Third License Extension and Amending Agreement”) with an extension term commencing on November 1, 2017 and expiring on March 31, 2018 (the “Third Extension Term”), in addition to other terms and conditions as set out therein.

- H. Pursuant to the terms of the Third License Extension and Amending Agreement, the MEDEI was entitled to extend the Third Extension Term for two (2) additional terms of five (5) months each.
- I. The MOI exercised its right to extend the Third Extension Term by a fourth license extension and amending agreement dated November 1, 2018 (the “Fourth License Extension and Amending Agreement”) with an extension term commencing on November 1, 2018 and expiring on March 31, 2019 (the “Fourth Extension Term”), in addition to other terms and conditions as set out therein.
- J. Pursuant to the terms of the Fourth License Extension and Amending Agreement, the MOI was entitled to extend the Fourth Extension Term for three (3) additional terms of five (5) months each, and the parties agreed that the three (3) additional options to extend the Fourth Extension Term would supersede any remaining options to extend contained in the First License Extension and Amending Agreement, the Second License Extension and Amending Agreement and the Third License Extension and Amending Agreement.
- K. By Order in Council No. 1152/2018, approved and ordered October 22, 2018, certain responsibilities in respect of government property under the *Ministry of Infrastructure Act*, 2011, S.O. 2011, c. 9, Sched. 27 and other responsibilities were assigned and transferred from the MOI to the Minister of Government and Consumer Services.
- L. By a letter dated January 30, 2019, the Licensee exercised its right to extend the Fourth Extension Term in accordance with the terms of the Fourth License Extension and Amending Agreement, with an extension term commencing on November 1, 2019 and expiring on March 31, 2020 (the “Fifth Extension Term”).
- M. The Original License, the First License Extension and Amending Agreement, the Second License Extension and Amending Agreement, the Third License Extension and Amending Agreement, the Fourth License Extension and Amending Agreement and this fifth license extension and amending agreement (the “Fifth License Extension and Amending Agreement”) are hereinafter collectively referred to as the “License”, except as specifically set out herein.
- N. The parties have agreed to extend and amend the License on the following terms and conditions:

NOW THEREFORE THIS AGREEMENT WITNESSES THAT in consideration of the sum of Two Dollars (\$2.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. The parties hereto confirm that the foregoing recitals are true in substance and in fact.
2. The License is hereby extended for a further term of five (5) months commencing on November 1, 2019 and ending on March 31, 2020 (the “Fifth Extension Term”), at an annual license fee of Six Thousand, Eight Hundred and Eighty-Nine Dollars and Sixty Cents (\$6,889.60) (the “License Fee”), payable in advance in equal monthly instalments of One Thousand, Three Hundred and Seventy-Seven Dollars and Ninety-Two Cents (\$1,377.92) on the first day of each month during the Fifth Extension Term.

The annual License Fee is based on three (3) days of use per week at a rate of One Hundred and Seven Dollars and Sixty-Five Cents (\$107.65) per day. Any additional days of use will be paid for by the Licensee at the above-mentioned daily rate upon receipt of an invoice from the Licensor for such additional use, such invoice to be issued once a year at the end of the calendar year in which such charges were incurred.

Any additional days are to be invoiced to the following:

Ministry of Natural Resources and Forestry
 300 Water Street, 3rd Floor N
 Peterborough, Ontario K9J 8M5
 Attention: Facilities Manager

3. The Licensee shall continue to have the right to terminate this License at any time, by giving the Licensors not less than fourteen (14) days' prior written notice of termination without penalty, compensation, damages or bonus.

In the event the Licensee exercises such right of termination, the Licensors shall promptly refund the Licensee any prepaid License Fee with respect to the period following the effective date of the early termination, calculated on a pro rata basis based on the remaining number of days in the current license period.

4. The extension contemplated pursuant to this Agreement is subject to all the covenants and agreements contained in the License, as amended, renewed and extended from time to time, save and except:

- (a) The Licensee shall be entitled to extend the License for one (1) further term of five (5) months (the "Sixth Extension Term"). The Sixth Extension Term shall be upon the same terms and conditions of the License except that there shall be no further right of extension and except for the License Fee, which shall for the Sixth Extension Term be based upon the market license rate as determined by the parties as of the date which is not less than sixty (60) days prior to the commencement of the Sixth Extension Term, or failing such agreement, by arbitration in accordance with the Arbitration Act, 1991, S.O. 1991, c.17, as amended, or any successor act. The Licensee shall give written notice to the Licensors of its extension of this License not less than sixty (60) days prior to the end of the Fifth Extension Term.

The Licensors and Licensee acknowledge and agree that the extension right granted in subsection 4(a) of this Fifth License Extension and Amending Agreement shall be granted in addition to the two (2) remaining extension rights contained in the Fourth License Extension and Amending Agreement and the two (2) remaining extension rights shall continue to survive and remain in full force and effect, for a total of three (3) extension rights.

- (b) A new section, 7.26, Counterparts, shall be added as follows:

**"Section 7.26
Counterparts**

This License may be executed in counterparts and, when all counterpart documents are executed, the counterparts shall constitute a single binding instrument."

5. GENERAL

- (a) The Licensors and the Licensee hereby mutually covenant and agree that during the Fifth Extension Term they shall each perform and observe all of the covenants, provisos and obligations on their respective parts to be performed pursuant to the terms of the License.
- (b) Except as otherwise specifically provided in this Fifth License Extension and Amending Agreement, all words and expressions used in the Original License, as amended and extended, shall apply to and be read as applicable to the provisions of this Fifth License Extension and Amending Agreement.
- (c) The provisions of this Fifth License Extension and Amending Agreement shall be interpreted and governed by the laws of the Province of Ontario.
- (d) The Licensors acknowledge and agrees that the commercial and financial information in this Fifth License Extension and Amending Agreement is subject to the Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. F.31, as amended and the Open Data Directive as amended. This acknowledgement shall not be construed as a waiver of any right to object to the release of this Fifth License Extension and Amending Agreement or of any information or documents.

- (e) This Fifth License Extension and Amending Agreement shall be binding upon and enure to the benefit of the administrators, successors and/or assigns of the respective parties hereto.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

- 6. This Fifth License Extension and Amending Agreement shall not be binding upon the Licensee until it has been executed by or on behalf of the Licensee.

EXECUTED by each of the parties hereto under seal on the dates written below.

SIGNED, SEALED AND DELIVERED Dated this ____ day of _____, 20 ____.

THE CORPORATION OF THE TOWN OF FORT FRANCES

Per: _____
Name:
Title:

Authorized Signing Officer

Dated this ____ day of _____, 20 ____.

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS REPRESENTED BY THE MINISTER OF GOVERNMENT AND CONSUMER SERVICES, AS REPRESENTED BY ONTARIO INFRASTRUCTURE AND LANDS CORPORATION

Per: _____
Name:
Title:

Authorized Signing Officer



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2019/74**

TO: Mayor Caul & Members of Council
FROM: Dawn Galusha, Treasurer
DATE: September 18, 2019
SUBJECT: Councillor Andrew Hallikas- AMO Conference

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule "B" Travel Expenses of \$212.00 Schedule "F" Travel Statement – Mayor/Council Honorarium per diem in the amount of \$640.00 for attendance at the Association of Municipalities of Ontario (AMO) Conference in Ottawa, Ontario on August 18-21, 2019 as submitted by Councillor Andrew Hallikas.

Conference Expenses

1. Meals	\$ 212.00
2. Per Diem (4 days)	<u>640.00</u>
Total Per Diem & Travel Claims	<u>\$ 852.00</u>

The registration fee of \$909.65, flight of \$784.35 and hotel accommodations of \$616.98 was paid by the Town resulting in the total cost of \$3,162.98 to attend the AMO Conference as authorized by Council.

The per diem claim is in compliance with the Town of Fort Frances Travel Policy Number 3.11 and By-Law 02/10-E Schedule 'A'.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Travel Expense and Per Diem claims in the total amount of \$852.00 as submitted by Councillor Andrew Hallikas for his attendance at the AMO Conference in Ottawa, Ontario from August 18 - 21, 2019.

Council Approval of this Report Will Agree to the recommendation of the Administration & Finance Executive Committee to approve the Travel Expense and Per Diem claims in the amount of \$852.00 as submitted by Councillor Andrew Hallikas for his attendance at the AMO Conference in Ottawa, Ontario from August 18 - 21, 2019.


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

1.	Attendee	Andrew Hallikas								
2.	Conference/Seminar Attended	AMO								
	Location (Facility and City)	Ottawa								
	Dates	Aug 18-21, 2019								
3.		Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.	Total	
	Accommodation									
	Transportation									
	Breakfast									
	Lunch	17.00			25.00				42.00	
	Dinner	45.00	45.00	45.00	35.00				170.00	
	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				\$212.00
						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.

Sept 3rd, 2019
 Date


 Employee Signature

Date

Supervisor Signature

Date

Division Manager Signature

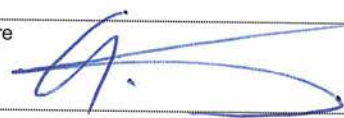
Date	Treasurer	A / P	Cashier

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

Attendee	Andrew Hallikas
Conference / Seminar Attended	AMO
Location	Ottawa
Dates	Aug 18-21, 2019

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date	Aug 19	Aug 20	Aug 21				Aug 18	
Amount	160. ⁰⁰	160. ⁰⁰	160. ⁰⁰				160. ⁰⁰	640. ⁰⁰

Name (Please Print) Andrew Hallikas	Signature 
Approved	Date

To be submitted to Payroll for processing when approved by Council

Kathy Lawson

From: AMO Events <Events@amo.on.ca>
Sent: Tuesday, June 11, 2019 6:08 AM
To: Andrew Hallikas
Cc: AMO Events
Subject: Your registration details for 2019 AMO AGM & Annual Conference



Association of Municipalities of Ontario
200 University Ave., Suite 801, Toronto, Ontario M5H 3C6

Meeting Confirmation

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

You have been registered for **2019 AMO AGM & Annual Conference**
 8/18/2019 through 8/21/2019
 Hosted By the City of Ottawa
 Ottawa

Coordinators:

Registration inquiries: Anita Surujdeo - asurujdeo@amo.on.ca | 416-971-9856 x344
 All other conference inquiries: Poonam Ruparelia - PRuparelia@amo.on.ca | 416-971-9856 x330

You are registered for the following:

Function	Quantity	Unit Price
Tuesday Lunch	1.00	\$0.00
Regular - Package B	1.00	\$805.00
Northern Caucus Lunch	1.00	\$0.00

Subtotal	\$805.00
Tax	\$104.65
Total	\$909.65
Payments	\$909.65
Balance	\$0.00

Total HST: \$104.65
 HST Remittance Number: 106732944RT0001

All cancellations must be submitted in writing to the Association of Municipalities of Ontario via e-mail at



NOVOTEL

OTTAWA

Novotel Ottawa
33 Nicholas Street
Ottawa, ON K1N 9M7

Telephone: (613) 230-3033
Fax: (613) 760-4766
novotelottawa@novotelottawa.com

HST/TVH # R139252514

Andrew Hallikas

Canada

Room No. : 733
Arrival : 08-18-19
Departure : 08-21-19
Page No. : 1 of 1
Folio No. : 298877
Conf. No. : 491119
Cashier No. : 82

INFORMATION INVOICE

Membership No. :
A/R Number :
Group Code : AMOANNUALGENER_002
Company Name : Ass'n of Municipalities of Onta
Voucher No. : 32LL2CDG
Reference No. :

08-21-19

Date	Description	Charges	Payments
08-18-19	Deposit Transfer at C/I		616.98
08-18-19	Accommodation	175.00	
08-18-19	Municipal Accomodation Tax	7.00	
08-18-19	HST	23.66	
08-19-19	Accommodation	175.00	
08-19-19	Municipal Accomodation Tax	7.00	
08-19-19	HST	23.66	
08-20-19	Accommodation	175.00	
08-20-19	Municipal Accomodation Tax	7.00	
08-20-19	HST	23.66	
Total		616.98	616.98
Balance			0.00

Thank you for staying at the Novotel Ottawa, we hope to welcome you again. Best price guaranteed by booking at www.novotelottawa.com

Kathy Lawson

From: INTERNATIONAL TRAVEL <PHERR@SHAW.CA>
Sent: Tuesday, August 6, 2019 2:38 PM
To: Kathy Lawson
Subject: eInvoice, August 18 for MR DOUGLAS BROWN

INTERNATIONAL TRAVEL
 807-274-9895
 PHERR@SHAW.CA

eInvoice**Add to Calendar****Itinerary & Documents**

Sales Person:	PH	Invoice Issue Date:	06 Aug 2019
Invoice Number:	0054016	Record Locator:	BOOZKE

**WESTJET WS 574**

Sunday, 18 August

From: WINNIPEG MB, CANADA
 2:45pm

To: OTTAWA ON, CANADA
 6:11pm

Class: Y
 Meal: Food for Purchase
 Type: BOEING 737-700 JET

Duration: 2hr(s) 26min(s)
 Stop(s): Non Stop

BROWN/DOUGLAS MR
 Seat(s): 10C
 HALLIKAS/ANDREW MR
 Seat(s): 11D

CAUL/JUNE MS
 Seat(s): 10D

**WESTJET WS 575**

Wednesday, 21 August

From: OTTAWA ON, CANADA
 4:00pm

To: WINNIPEG MB, CANADA
 5:44pm

Class: Y
 Meal: Food for Purchase
 Type: BOEING 737-700 JET

Duration: 2hr(s) 44min(s)
 Stop(s): Non Stop

BROWN/DOUGLAS MR
 Seat(s): 13C

CAUL/JUNE MS
 Seat(s): 11D

HALLIKAS/ANDREW MR
Seat(s): 11C



OTHERS

Wednesday, 21 August 2019

WINNIPEG MB

WEST JET REFERENCE ZIHKGN/SI-NON REFUNDABLE/SI-CHANGE FEES APPLY/SI-
ONE PIECE OF LUGGAGE INCLUDED IN FARE

Serv Chgs 012

CAD 50.00

V.A.T./G.S.T./H.S.T.

CAD 6.50

Ticket Information

Ticket	WS 5078957866	Passenger:	BROWN DOUGLAS MR		
Number:				CAD	745.25
				V.A.T./G.S.T./H.S.T. CAD	39.10
Ticket	WS 5078957867	Passenger:	CAUL JUNE MS		
Number:				CAD	745.25
				V.A.T./G.S.T./H.S.T. CAD	39.10
Ticket	WS 5078957868	Passenger:	HALLIKAS ANDREW		
Number:			MR	CAD	745.25
				V.A.T./G.S.T./H.S.T. CAD	39.10
SubTotal:				CAD	2285.75
Total V.A.T./G.S.T./H.S.T.:				CAD	123.80

TOTAL AMOUNT DUE:				CAD	2409.55

If you no longer wish to receive these emails please contact: PHERR@SHAW.CA.

Lisa Slomke

From: Peggy Johnson <chapple@tbaytel.net>
Sent: Thursday, September 19, 2019 1:12 PM
To: alberton@jam21.net; Bridget Foster; lakeofthewoodstwp@tbaytel.net; lavalley@nwonet.net; Lisa Slomke; mhanson@snnf.ca; Sue Bates; townshipofmorley@gmail.com; vvogan@tbaytel.net; wkabel@snnf.ca; dawsontwp@tbaytel.net
Cc: Bill Lundgren; Deb Ewald; dennisbrown; dewald; jodoins@tbaytel.net; Lincoln Dunn; mickey@jam21.net; Michael Behan; Peter Spuzak; Rilla Race; townshipofmorley@gmail.com
Subject: RRDMA - Resolution of Support
Attachments: DOC025.pdf; DOC024.pdf; DOC023.pdf

Good afternoon all.....for ease of reference I have once again attached a copy of the presentation as provided by Jim Leonard with regards to the Wound Care Centre. As you will note, the RRDMA passed a resolution of support for this Centre last night. We also ask that each individual municipality pass a resolution of support as well...strength in numbers. Jim asked that the resolutions be sent to him. I have attached his contact information.

Also, so everyone can mark on their calendars, the 2020 RRDMA AGM has been scheduled for Saturday, January 25, 2020 with the Township of LaVallee hosting the conference.

Thank you everyone. Peggy

Peggy Johnson, CMO
 CAO/Clerk Treasurer
 Township of Chapple

RAINY RIVER DISTRICT MUNICIPAL ASSOCIATION

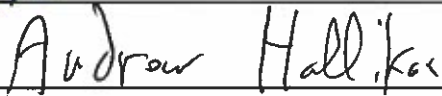
Date: Sept 18, 2019

No. 4

MOVED BY:



SECONDED BY:



That the Rainy River District Municipal Association support the proposed 'Northwestern Ontario Wound Care Centre of Excellence'.

☒ Carried☐ Defeated
PRESIDENT



NORTHWESTERN ONTARIO WOUND CARE CENTRE OF EXCELLENCE

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1.0 PROJECT OVERVIEW

The Rainy River First Nations, Naicatchewenin First Nation and Couchiching First Nation, in collaboration with Fort Frances Chiefs Secretariat and New Gold, are in the process of establishing a Northwestern Ontario Wound Care Centre of Excellence with a goal to provide holistic care and limb preservation. With the access of highly trained health care professionals, a holistic approach to health care, state of the art equipment, technologies and treatments and the use of Hyperbaric Oxygen Therapy, both First Nation communities will achieve this goal. Advanced wound care and Hyperbaric Oxygen Therapy can heal up to 75% of wounds¹ and ultimately prevent amputation.

When it comes to wound care, Northwestern Ontario is under serviced especially in terms of Hyperbaric Oxygen Therapy. Not only is Hyperbaric Oxygen Therapy under serviced, it is also under represented when it comes to access to available facilities. Between hospitals, private service providers, and research facilities that focus on Hyperbaric Oxygen Therapy, Ontario has 12 facilities although all of them are located in Eastern Ontario yet Northwestern Ontario has the highest per capita incidence of foot amputation.

The First Nations have brought together local partners from both within the health care sectors, and outside the health care sectors, to achieve the above goal. The list of partners is as follows:

1. Rainy River First Nation
2. Naicatchewenin First Nation
3. Couchiching First Nation
4. Riverside Health Care
5. Fort Frances Tribal Area Health Services
6. Gizhewaadiziwin Health Access Centre
7. Saulteaux Consulting & Engineering
8. Pwi-Di-Goo-Zing Na-Yaa-Zhing Advisory Services
9. New Gold
10. Cennex (US Gas)
11. Judy Dan Research & Treatment Centre
12. Local physicians

Each partner is willing to assist in the project's development as well as to contribute to it financially and through in-kind contributions. The partners have also agreed, in principle, to the pooling and sharing of resources, to creating synergies, to exchanging information and to fund raising.

This project consists of establishing a Centre of Excellence for Wound Care and Limb Preservation through a holistic care approach dealing with morbidity and co-morbidities first, and wound care second, with a special focus on Hyperbaric Oxygen Therapy. The facility has a capital cost of \$1.7 million with an annual operating cost of \$420,000. Further specific details are provided in this proposal. All 3 First Nations have made a financial commitment of \$200,000 each and are exploring other major financial contributions through Pwi-Di-Goo-Zing Na-Yaa-Zhing Advisory Services and New Gold and this has been successful.

¹ <http://www.ontariowoundcare.com/treatment.htm> - http://www.huffingtonpost.ca/dr-ron-linden/oxygen-therapy-diabetes_b_11219056.html Based on Dr. Ron Linden's article.

Rainy River First Nation, Naicatchewenin First Nation and Couchiching First Nation are approaching Health Canada to provide matching funds to moneys raised for this initiative.

2.0 BACKGROUND INFORMATION – SITUATIONAL ANALYSIS

Aboriginal people living in Canada are among the highest risk population for diabetes and related complications. Community-based and culturally appropriate prevention strategies and surveillance of diabetes indicators among this high-risk population are essential to reducing health disparities.

Table 1: Diabetes Prevalence²

Population	Age	Prevalence %
Non-Aboriginal	12+	5.0
First Nations (on-reserve)	18+	17.2
First Nation (off-reserve)	12+	10.3

Aboriginal people with diabetes also experience disparities in diabetes-related complications and mortality. Higher prevalence rates of microvascular disease, including chronic kidney disease, lower limb amputation, foot abnormalities, and more severe retinopathy, are found in Aboriginal peoples with diabetes than in the general population with diabetes. Aboriginal peoples also are burdened by higher rates of macrovascular disease and exhibit higher rates of cardiometabolic risk factors, including smoking, obesity, and hypertension, that may indicate a future increase in cardiovascular morbidity and mortality.³

The Aboriginal population in Canada is approximately 4%. In the Rainy River District the First Nation population accounts for 33%.

Table 2: Canadian Population

Canada	#	%
Population	33,476,688	100.00
Aboriginal Population	1,400,685	4.2

Source: Stats Canada 2011 NHS

Table 3: Ontario Population

Ontario	#	%
Population	12,851,821	100.00
Aboriginal Population	301,430	2.35

Source: Stats Canada 2011 NHS

Table 4: Rainy River District Demographics (First Nation population)⁴

Rainy River District	#	%
Population	20,370	100.00
Registered First Nation person	6,735	33.06

² <http://www.phac-aspc.gc.ca/cd-mc/publications/diabetes-diabete/facts-figures-faits-chiffres-2011/index-eng.php>

³ <http://guidelines.diabetes.ca/browse/chapter38>

⁴ <http://www.rfldc.on.ca/sites/default/files/FF%20Demographic%20Profile%20Nov%202014.pdf>

Based on the above demographics there is a higher prevalence of people with diabetes and diabetes-related complications in the Rainy River District. Grand Council Treaty #3 represents the 28 signatories to the document known as Treaty Number 3 signed on Oct 3, 1873. The Treaty Number 3 area covers 55,000 sq. miles with a population of approximately 25,000 members, almost half of these members live on First Nation reserves.

Diabetes, unfortunately, is a systemic disease that can affect many organs of the body, including eyes, kidneys and skin. Diabetics are especially prone to develop changes in the large and small blood vessels supplying the heart and legs, as well as the nerves, particularly those of the feet. In addition, diabetic nerve damage, called peripheral neuropathy, often reduces sensation in the feet putting them at greater risk for injury and infection, which may be difficult for the diabetic to recognize early on. People with high-risk feet require special self-care and professional attention. Feet of diabetics and those with poor circulation are most at risk, as are feet with arthritic deformities (rheumatoid and psoriatic arthritis, osteoarthritis and gout). Almost all open and closed sores, as well as thickened skin and ingrown nails, are due to compression by footwear in conflict with an abnormal foot structure or biomechanics.

Figure 1: Chronic Wound



Chronic Diabetic Wounds - Diabetes Mellitus damages the nerves in the feet resulting in a loss of sensation. Minor skin abrasions and cuts on the feet can occur without pain or without the patient's awareness. Diabetes also damages and blocks blood vessels, particularly small vessels in the feet, resulting in poor circulation and reduced oxygen supply. Without adequate blood supply and oxygenation, the cells that repair wounds and fight infection cannot function. Minor abrasions and cuts can become chronic, infected wounds. Once infection reaches bone, amputation of the limb often results.

The prevalence of diabetes in the North West LHIN (Local Health Integration Network) is higher than that of the province at 14.5 per cent of the population age 18 years and over, compared to 12.4 per cent provincially according to the Ministry of Health and Long-Term Care. The people of Northwestern Ontario report poorer health practices than the population of the province as a whole. With a poorer health status and aging population, the North West LHIN is expected to face growth in the prevalence of diabetes and subsequent demand for health services. Both hospitalization rates for people in the North West LHIN living with diabetes and the diabetes related amputation rate are more than double the provincial average.⁵

Table 5: Facts and Stats from the North West LHIN

Facts and Stats	%	Facts
Canadian Population diagnosed with Diabetes	20%	
Expected to grow to by 2020	25%-30%	
North West LHIN Canadian Population diagnosed with Diabetes	33.3%	
Heart disease		3 times more likely
Renal disease		12 times more likely
Limb ulcers and require amputation		20 times more likely
Amputations/100,000 population/year		44
Based on Northwestern Ontario's population		99.3
Home care cost/person/year for diabetic foot ulcers		\$15,000

⁵ <http://www.healthsciencesfoundation.ca/article/north-west-lhin-launches-new-regional-diabetes-plan-32684.asp>

Leg Amputation – surgery cost per person		\$65,000
Leg Amputation – long term cost per person		\$350,000
North West LHIN yearly cost		\$42,700,000

In North America, the most common cause of leg and foot amputation is infection or gangrene in a diabetic foot. Most of these are caused by improperly fitting footwear, injury while walking barefoot or poor nail care. With proper foot-care, special footwear, and safety measures, the vast majority of amputations would be preventable.

The human cost of this disease can be summarized as follows:

- 2 million Canadians have Diabetes Mellitus (6% of the general population, 20% of the population over 70 years of age, and 30% of the native population).
- 200,000 Canadians (15% of diabetic patients) will develop leg or foot ulcers in their lifetime as a consequence of their disease.
- 14 – 24 % of patients with diabetes and leg or foot ulcers will require amputation.
- Diabetes is the leading cause of non-traumatic leg amputations in Canada.
- Of those, 50% have an amputation of the other leg within 5 years due to the chronic effects of their disease.
- The majority of diabetic patients who suffer double amputations die within 6 months of the second amputation.
- Canada spends \$1.5 billion on direct costs of diabetic amputations.
- With our aging population, these numbers are expected to double.
- The majority of diabetic patients who suffer double amputations die within 6 months of the second amputation.

Hyperbaric Oxygen Therapy (HBOT) is a well-established medical treatment. Hyperbaric oxygen therapy is the inhalation of 100 percent oxygen inside a hyperbaric chamber that is pressurized to greater than 1 atmosphere (atm). HBOT causes both mechanical and physiologic effects by inducing a state of increased pressure and hyperoxia. The treatment is recognized and approved by Health Canada for its enhancement of healing for wounds such as diabetic foot ulcers. This treatment isn't being offered in Northwestern Ontario.

There are 50 Hyperbaric Oxygen Facilities in Canada. **Table 6 and 7** illustrates their location and their type.⁶

Table 6: Location and Type of Hyperbaric Oxygen Facilities in Canada

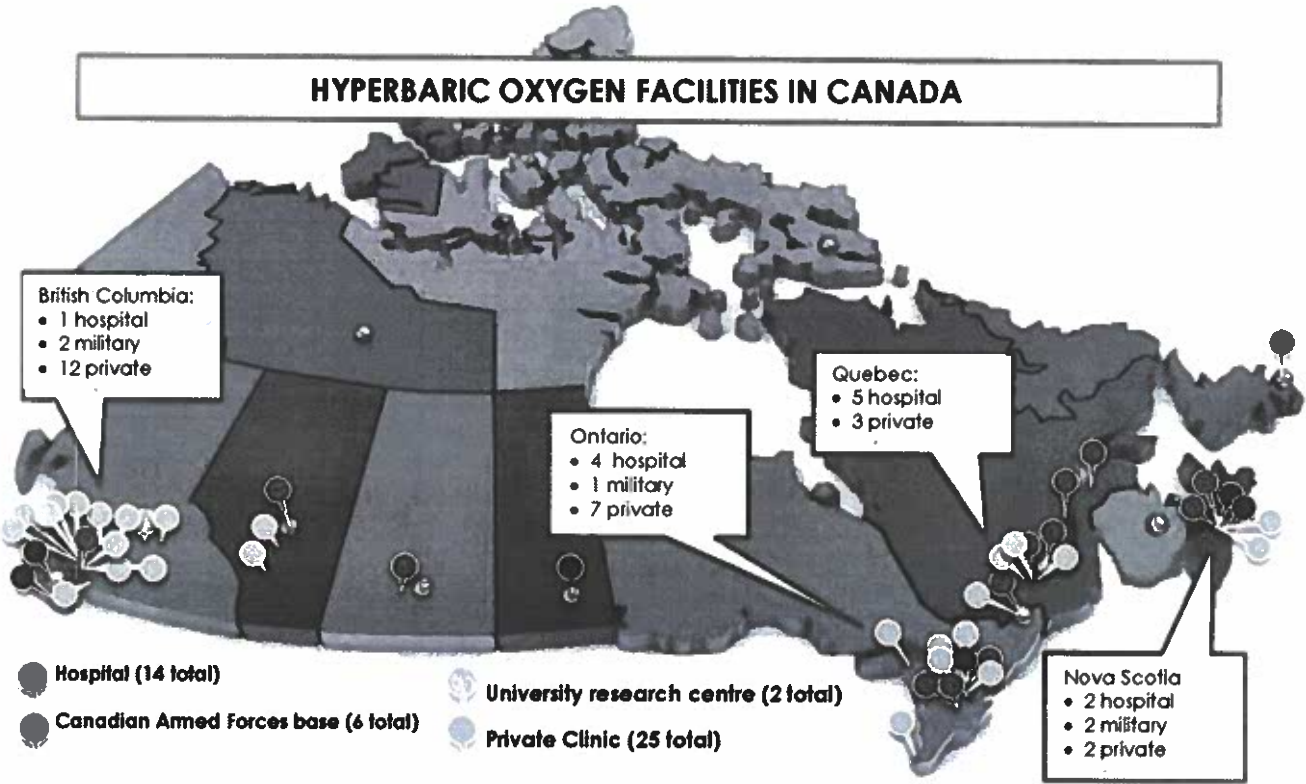
Type	BC	MB	NS	ON	AB	NL	QB	SK	Total
Canadian Forces	2	1	2	1	0	0	0	0	6
Hospitals	1	0	2	4	3	1	4	1	16
Private	13	0	2	7	2	0	2	0	26
Research	1	0	0	0	0	0	1	0	2
Total	17	1	6	12	5	1	7	1	50

⁶ http://www.nlcahr.mun.ca/CHRSP/HBOT_in_Canada.pdf

Table 7: Location and Type in Ontario

Type	Location
Canadian Forces Hospitals	Toronto
	Hamilton
	Hamilton
	Ottawa
	Toronto
Private	Ottawa
	Toronto
	Toronto
	Tecumseh
	Elmira
	Tobermory
	Port Credit

In the USA, there are more than 800 centres and the service is covered by Medicare and Medicaid, while in Japan there are more than 600 centres.



2.1 Background Information – Understanding Hyperbaric Therapy

What is Hyperbaric Oxygen Therapy?

Hyperbaric oxygen therapy is a medical treatment that enhances the body's natural healing processes by inhalation of 100% oxygen in a total body chamber where atmospheric pressure is increased and controlled. It is used for a wide variety of treatments usually as part of an overall medical care plan. Under normal circumstances, oxygen is transported throughout the body only by red blood cells. With HBOT, oxygen is dissolved into all of the body's fluids, the plasma, the central nervous system fluids, the lymph, and the bone and can be carried to areas where circulation is diminished or blocked. In this way, extra oxygen can reach all of the damaged tissues and the body can support its own healing process. The increased oxygen greatly enhances the ability of white blood cells to kill bacteria, reduces swelling and allows new blood vessels to grow more rapidly. It is a non-invasive treatment.

Health Canada recognizes HBOT as an effective treatment for 13 specific conditions. These conditions are listed below as:

1. embolisms (air or gas bubbles in the bloodstream, which may travel to the brain or lungs);
2. carbon monoxide poisoning (from inhaling smoke or car exhaust);
3. gas gangrene;
4. crush injury, Compartment Syndrome and other acute traumatic problems where blood flow is reduced or cut off (e.g., frostbite);
5. decompression sickness (the bends);
6. enhancement of healing for wounds such as diabetic foot ulcers;
7. exceptional blood loss (anemia);
8. intracranial abscess (an accumulation of pus in the brain);
9. necrotizing soft tissue infections (flesh-eating disease);
10. osteomyelitis (bone infection);
11. delayed radiation injury (e.g., radiation burns that develop after cancer therapy);
12. skin grafts and flaps that are not healing well; and
13. thermal burns (e.g., from fire or electrical sources).



Figure 2: Hyperbaric Oxygen Chamber Example

Why Hyperbaric Oxygen Therapy?

Hyperbaric oxygen therapy can expedite the healing of certain types of chronic, non-healing wounds, such as diabetic wounds, as well as reduce patient suffering, disability and prevent unnecessary hospitalizations and amputations.

Initial studies have shown that Hyperbaric Oxygen Therapy combined with proper wound care, adequate nutrition, and control of the diabetes, have resulted in a 75% to 90% success rate in healing chronic non-healing wounds, thus avoiding amputation.

In addition to the severe emotional impact of the loss of a leg, these patients frequently become permanently disabled, wheelchair-bound or bedridden, losing their independence and requiring considerable social services including long, costly hospitalizations. It is estimated that only 40 – 50% of senior amputees ever become fully rehabilitated.

How Does Hyperbaric Oxygen Therapy Work?

It involves administering 100% oxygen to patients in a specially constructed chamber. The atmospheric pressure is increased two to three times normal for 90 minutes per session. At sea level, the atmospheric pressure is at approximately 14.7 pounds per square inch, known as 1 atmosphere absolute (ATA). The use of 100% oxygen at 2 to 3 ATA of pressure during treatment helps get more oxygen to the tissues. This has the effect of:

- Quadrupling the oxygen concentration of the patient's blood
- Saturating the wound with oxygen, and
- Enabling cells to function that fight infection and repair wounds.

This oxygen saturation lasts for up to two hours after completion of the treatment in the chamber. The number of treatments varies from 1-5 (in acute conditions) to 60 (for chronic diseases). Treatment is repeated daily, for an average of thirty times or based on treatment plan.

Benefits of Hyperbaric Oxygen Treatment

By placing someone under pressure in a hyperbaric environment, there is an increase in the gas pressure forced into the lungs. This increase in gas pressure, increases the partial pressure of the oxygen gas, and thus forces more oxygen to be dissolved in the plasma. This saturation of oxygen in the blood allows the extra oxygen to be diffused or transported to the surrounding body tissues promoting a healthy, healing environment for the body. Additionally, it can increase the effectiveness of some antibiotics and stimulate new blood vessel growth to increase circulation in areas of poor circulation.

Figure 3: Before and After HBOT



The Safety of Hyperbaric Chambers

Hyperbaric chambers are medical devices and require a licence from Health Canada. Before granting a licence, Health Canada experts review technical information to ensure that the medical device is safe and effective when used for specific conditions.

Health Canada has reviewed the scientific evidence related to hyperbaric chambers. The evidence shows that chambers are effective in treating the 13 conditions recognized by the Undersea and Hyperbaric Medical Society. Therefore, Health Canada has issued medical device licences for hyperbaric chambers to treat only these 13 conditions. No device licences have been issued for the use of hyperbaric chambers to treat other conditions.

3.0 STATEMENT OF THE PROBLEM

Wound care in Northwestern Ontario is fragmented for the following reasons:

- Inconsistent wound care between doctors and other health care providers.
- Fragmented liaison with specialist due to multiple providers, no true/consistent pathway of care.
- Best Practices Guidelines either unknown or rarely followed.
- Clinician knowledge in advance practice wound care and adjunctive treatment. Little knowledge about proper wound care. Lack of proper diagnostic tools, leading to delay in appropriate care.
- Time of referral and distance to specialist.
- 4 to 5-hour drive just for an assessment.
- Advanced modalities 20+ hours away.
- Lack of advanced treatment procedures.
- Lack of holistic approaches.
- Inconsistent knowledge in dressing products and uses.
- Lack of appropriate supplies and resource.
- No team approach to a problem that affects a large percentage of our area. Care is fragmented and communication is inconsistent.

Considering the above, why is Hyperbaric Oxygen Therapy not being implemented and used in Northwestern Ontario, especially when both the economic and health benefits that it provides are high.

Hyperbaric oxygen therapy is not an expensive treatment. Other than the initial cost of the chamber, expenses are physician supervision and technical costs (support staff to operate the chamber, oxygen, chamber maintenance, etc.). In Ontario, the Ministry of Health recognizes hyperbaric oxygen therapy as an "essential medical treatment" for the thirteen internationally recognized conditions and pays physicians to supervise the treatment.

The Ministry of Health does not fund the capital costs or technical and operational expenses of providing hyperbaric oxygen. Hospitals providing hyperbaric oxygen therapy must fund the technical costs from their global budgets. Such funds are limited and as a result, very few diabetic patients are able to access this treatment.

In Canada, laws prohibit patients from paying for "essential medical treatment" themselves, leaving most diabetic patients no choice other than to undergo amputation when standard wound care fails. Most patients with diabetic wounds have been disabled for considerable time and do not have the health or financial resources to obtain this treatment in other countries. **The cost to provide hyperbaric treatment to a patient and save a leg from amputation is approximately \$3,000 - \$4,000. This is much less than the cost of amputation, or an artificial leg.**

According to Dr. Nancy Dudek, who works at the Ottawa Hospital Rehabilitation Centre, a single leg prosthetic for below the knee can cost \$15,000.⁷ Ontario pays more than \$100 million per year to amputate the feet of diabetics. Only two small groups of diabetics in Ontario get public coverage -- the RCMP and federal inmates. The lack of coverage hits hardest where diabetes and poverty are

⁷ <http://www.metronews.ca/news/ottawa/2013/08/02/ontario-amputees-face-steep-financial-obstacles-to-rehabilitation.html>

widespread. Amputations are nearly twice as prevalent in northwestern Ontario, where the disease afflicts up to half the people in some First Nations communities.⁸

According to The First Nations and Inuit Health Branch (FNIHB) the cost for a person from our region to stay in Toronto for treatment roughly amounts to the following:

Flight =	\$ 1,500.00
Hotel @ 130/day for 8-10 weeks =	\$ 7,280.00 - \$9,100.00
Meals @ 50/day =	\$ 2,800.00 - \$3,500.00
Return transportation treatment @ \$400.00 per week =	\$ 3,200.00 - \$4,000.00
Additional cab fare for testing at other facilities	\$ 500.00
Total (8-10 weeks of treatment)	\$15,280.00 - \$18,600.00

The above cost does not account for the cost of being away from family or wages lost.

One would think that if Canadian diabetics are losing feet and legs at an alarming rate every year and despite a growing body of scientific evidence which shows that a treatment already available can potentially prevent amputation in about 75 per cent of cases, why not support and fund this type of therapy.

Figure 4: Assistance with Prosthetic Device



⁸ <http://www.torontosun.com/2015/05/18/ontario-wont-pay-for-diabetics-limb-saving-devices>

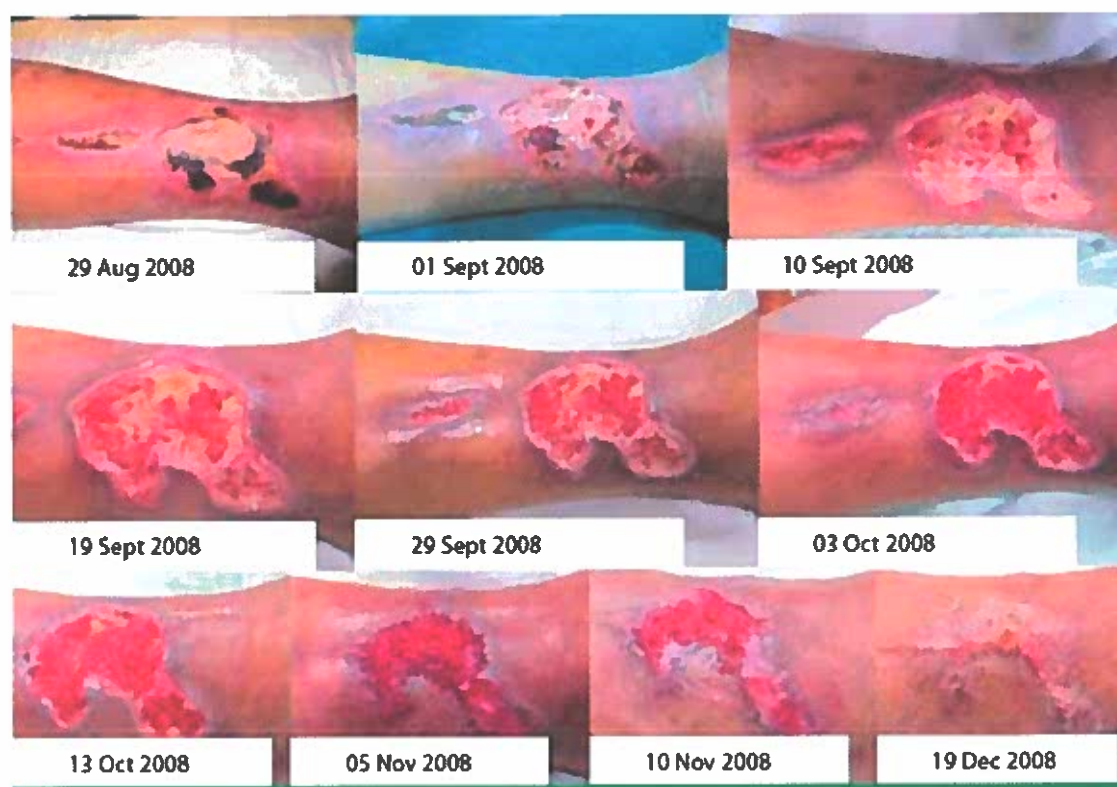
4.0 THE ECONOMICS OF PREVENTION AND PRESERVATION

Based on the numbers provided by the North West LHIN and the benefits and effectiveness of advanced wound care and Hyperbaric Oxygen Therapy one would only come to the conclusion to support and fund this type of initiative. The benefits to the patient and the cost saving to the health care system would be substantial.

Assuming that each amputee costs the North West LHIN approximately \$430,000 and that the capital cost of the Northwestern Ontario Wound Care Centre Excellence is estimated at \$1,700,000, the payback in terms of displacing patients from amputation would be four (4). The same reasoning would apply to the yearly operating cost of the Centre of Excellence; displacing one patient from amputation per year would cover this cost.

Are these numbers achievable? One would think so, especially when scientific evidence shows the potential of preventing amputation is in the 75% range.

Figure 5: Stages of healing process with HBOT treatment



58 year old gentleman with a history of Diabetes Mellitus. Presented with poor healing wound (Left leg). Received 30 sessions of HBOT.

5.0 WOUND CARE IN THE REGION

When it comes to wound care in our Region, we are not well prepared or equipped and we are plagued by other issues. As much as health care should be patient centred and health care near to home, when it comes to diabetic foot ulcer (DFU) we fail at both.

Physicians do not know where to refer and patients do not know where to go. Health care organizations work in silos and communication gaps between these organizations often affect patients. Very few patients receive modern or adequate care and most are not treated at a wound care centre. For those who are, they need to travel far distances, be away from their families for extended periods and incur major costs. Standard treatment consists usually of the use of iodine and gauze with various wound dressings. Many patients are told, "When the wound turns black amputate".

Our district has few very skilled and trained clinicians in this field. We need to utilize these trained clinicians under one roof in combined knowledge of existing resources and deliver client centred, best practiced based care coordinated out of a single site.

Diabetic wound healing requires a multidisciplinary approach and the creation of a Centre of Excellence with the focus on limb preservation. The Centre of Excellence would:

1. Provide treatment with "Advanced" technologies;
2. Specialize in wound care and hyperbaric oxygen treatment;
3. Have access to surgeons (vascular, plastic and orthopedic);
4. Have access to internists (endocrine and infectious disease);
5. Have access to wound care nurses;
6. Provide diabetic education and nutritional counseling; and
7. Ensure the offloading of wounds.

Figure 5: Multidisciplinary Approach



6.0 PROJECT DETAILS

It is the belief of Rainy River First Nations, Naicatchewenin First Nation and Couchiching First Nation that a Northwestern Ontario Wound Care Centre be developed as a Centre of Excellence with a goal to holistic care and limb preservation. The proposed Centre of Excellence will be located in Emo, Ontario half way between Moosejaw Saskatchewan and Toronto, Ontario. The facility will host three Hyperbaric Chambers and is comprised of a series of treatment rooms. This facility will be available to both status and non-status individuals both locally and within the region. **Appendix "A" provides drawings of the facility.**

Our Mission is

"To improve the quality of life of those suffering from diabetic related complications by healing wounds and preventing amputations using the highest quality wound care therapy."

Our Goals and Objectives are

- Using Hyperbaric Oxygen Therapy to enhance the body's natural healing process;
- Development of clinical pathway to expedite care;
- Educate family, peers and practitioners;
- Utilize trained clinicians under one roof in combined knowledge of existing resources and deliver client-centred, best practices based care coordinated out of a single site.
- Utilizing our regions strengths and current resources in a focused approach to client care
- Address co-morbidities focus on "treat the cause" and "prevent the wound"
- Utilizing high caliber diagnostics to insure only those who need to be seen by specialists are seen and seen in an expedited manner (SPP, PVR, tCo2)

Our Clientele

For those suffering of diabetic foot ulcers and need of wound care healing as well as those suffering for the other 12 specific conditions recognized by Health Canada as listed above. Our services will also be extended to residents outside of Northwestern Ontario.

Method

As described above.

Staff/Administration/Personnel

Table 8 illustrates the human resources to run the facility and provide wound care.

Table 8: Human Resource Requirements

Positions	Total
RPN – Wound Care professional	\$75,000.00
HBOT tech or combines with 2.5 professional staff PT	\$100,000.00
Receptionist	\$30,000.00
Facility Manager/HBOT	\$40,000.00
Total	\$245,000.00

Available Resources

The First Nation's have initiated a working relationship with the Judy Dan Research & Treatment Centre⁹ of Toronto that specialized in treatment of patients with chronic non-healing wounds (primarily diabetic

⁹ <http://www.ontariowoundcare.com/index.htm>

wounds), research and teaching. Their mentorship, expertise, education programs and research capacity will be extended to the Northwestern Ontario Wound Care Centre of Excellence. Their professional staff will also assist in program development and provide guidance in the early stages of the Northwestern Ontario Wound Care Centre of Excellence. Knowledge transfer and sharing of resources will also be provided to ensure that the project exceeds the expectations.

The Rainy River First Nations, Naicatchewenin First Nation and Couchiching First Nation have also engaged local First Nation and non-First Nation health care organizations and providers to partake to this initiative and are exploring the pooling and sharing of resources that can be dedicated to this project. It is expected that these contributions will be in-kind.

With regards to financial resources, all 3 First Nations have made a \$200,000 commitment and have other financial commitments from New Gold and Pwi-Di-Goo-Zing Na-Yaa-Zhing Advisory Services. Other fund-raising efforts are on the go and it is hoped that Health Canada will match all funds raised. **Table 9** illustrates the expected revenues from all sources for the capital cost of the project.

Table 9: Expected Revenues

Revenues	Confirmed	Total
Rainy River First Nation	Yes	\$200,000.00
Naicatchewenin First Nation	Yes	\$200,000.00
Pwi-Di-Goo-Zing Na-Yaa-Zhing Advisory Services	Yes	\$200,000.00
New Gold (verbal commitment)	Yes	\$200,000.00
Couchiching First Nation	Yes	\$200,000.00
Cennex (US Gas)	Yes	\$10,000.00
Other fund-raising efforts	No	\$0.00
Total		\$1,010,000.00
Request to Health Canada/LHIN (44.44%)	No	\$790,000.00
Total		\$1,800,000.00

The group will also explore a grant program offered by the Lions Clubs International Foundation. The grant program is specific for these types of projects and is called "Core 4 Diabetes Grant Program".

Capital Cost

Table 10: Capital Cost

Capital	Total
Building	\$499,800.00
Building Install	\$120,000.00
Building Permits	\$10,000.00
Site Servicing Cost	\$125,735.50
Furniture	\$30,350.00
Hyperbaric Chambers (3)	\$357,441.50
Other Equipment Required for Operations	\$313,005.69
Install cost on Medical Equipment	\$60,000.00
Zoning and Legal	\$15,000.00
Land	\$80,000.00
Engineering	\$65,000.00
Misc.	\$30,000.00
Total	\$1,706,332.69

Operational Cost

Table 11: Operational Costs

Operations	Total
Education	\$23,238.50
Staff	\$245,000.00
Supplies	\$31,100.00
Property Taxes	\$15,000.00
Administrative Costs (Copier, accounting, etc.)	\$23,000.00
Maintenance and Janitorial	\$12,080.00
Utilities	\$8,400.00
Equipment Reserve	\$89,394.96
Total	\$447,513.46

Details are provided in Appendix "B".

Equipment/Supplies

Table 10 and 11 illustrate the general cost of equipment and supplies. For further details, please see Appendix "B" for detailed project costing. Table 12 and 13 provide a detail on the equipment that is available for the project and that still needs to be purchased. HBOT training has been purchased and currently being completed for 3 HBOT technicians.

Table 12: Available Equipment

#	Available Equipment
1	MolecuLight -this piece of equipment can determine the type of bacteria growing in a wound with a picture from this piece of equipment.
2	DermaTemp Scanners – this piece of equipment determines the increase in skin temperature, it can also indicate an infection before any other symptoms are visible.
3	Hand Dopplers - determines vascular flow to the foot (low level testing).
4	Sensilase - determines Skin Profusion Pressures and Pulse Volume recording (high level vascular testing).
5	VersaLab LE (higher level doppler than hand held).
6	Silhouette camera - documents exact depth, width and length of a wound and calculates volume. Much more accurate and indicates whether or not a wound is progressing or digressing in a very short period of time.
7	DCA Vantage analyzer – point of care A1C- measures average Blood sugar for last 3 months in less than 7 minutes with a finger poke sample.
8	Hgb analyzer - cannot heal a wound without adequate Hemoglobin, measure this in less than 30 seconds with a finger poke sample.
9	Polymem dressings

Table 13: Equipment to be Purchased

#	Equipment Still Required	#	Equipment Still Required
1	FScan VersaTek wireless in shoe measurement System	12	Bariatric chairs
2	3 PAH Monoplace HBOT Chamber	13	Procedure carts
3	tcpO2 analyzer	14	Washer/dryer
4	Pulmonary Function test machine	15	Storage carts for supplies
5	Auto BP machines	16	Autoclave (footcare)
6	Camera for plain wound documentation	17	Ultrasonic cleaner (footcare)
7	AED	18	Foot care tools
8	12 lead ECG	19	Total contact casting supplies
9	Coaguchek	20	Computers
10	Arobella Wound irrigation system	21	Server
11	Scale	22	Printer/copier/fax

In Kind Contributions

Saulteaux Consulting and Engineering are contributing in-kind the design of the facility along with any additional engineering support required. Total design and inspection costs on this type of building amount to 8% of the building cost. Riverside Health Care and Fort Frances Tribal Area Health Services and Gishewaadiziwin Health Access Centre have all offered in kind contributions of their services. Local contractors and District Government Groups have also committed in-kind contributions.

Budgets

Table 14: Capital Budget

Revenues	Comments	Totals
Revenues from all Sources	As per Table 9	\$1,800,000.00
Other		\$0.00
Total Revenues		\$1,800,000.00
Expenditures		
Capital Expenses	As per Table 10	\$1,706,332.69
Other		\$93,000.00
Total Expenditures		\$1,799,332.69
Surplus/(Deficit)		\$667.31

Table 15: Operational Budget

Revenues	Comments	Totals
Revenues from all Sources	Pending	
Other		
Total Revenues		
Expenditures		
Operational Expenses	As per Table 11	\$447,513.46
Other		\$0.00
Total Expenditures		\$447,513.46
Surplus/(Deficit)		

Communications

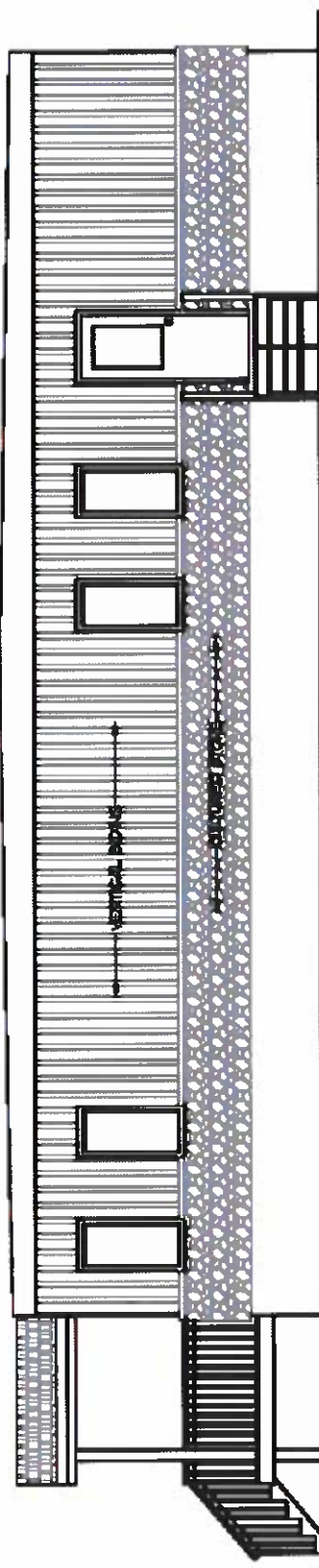
A communication plan among all partner will be develop and implemented as the project progresses.

Evaluation and Governance Plan

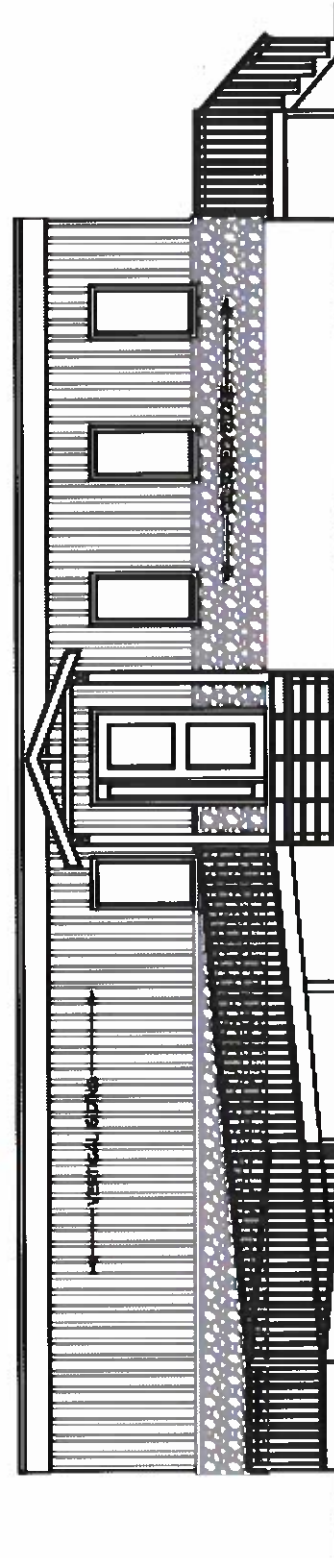
The project will be evaluated on a quarterly basis and a series of performance indicators will be developed for each quarter or a combination of quarters. These performance indicators will be developed by management to evaluate both service delivery and financial performance.

A Governance Plan will also be developed and implement once the project is confirmed for funding.

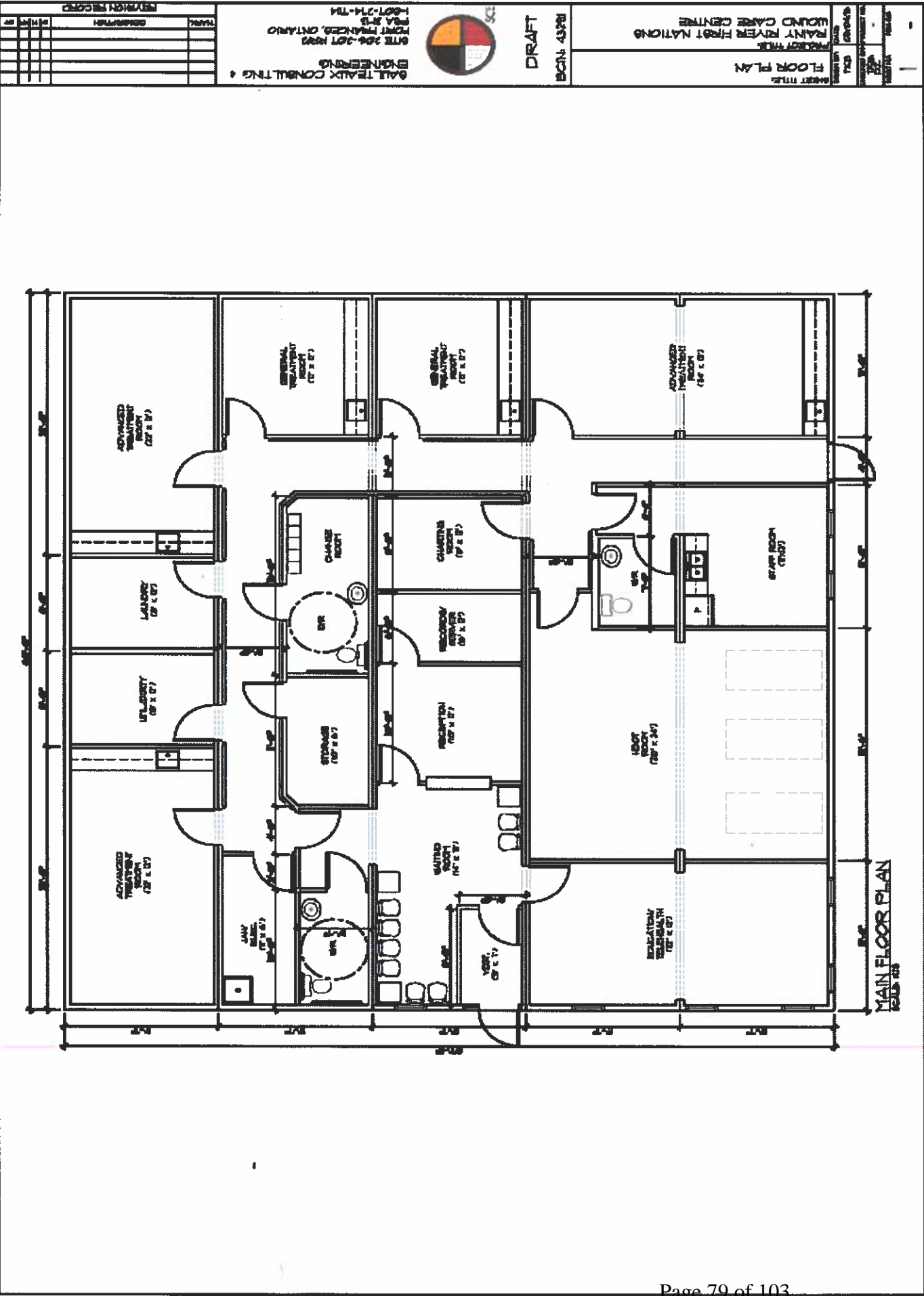
Appendix "A" **Facility Drawings**

[illegible]

SIDE ELEVATION
SCALE: 3/8" = 1'-0"



FRONT ELEVATION
SCALE: 3/8" = 1'-0"



Appendix “B”

Detailed Project Costing





FIRE & RESCUE SERVICE

"PRIDE & HONOUR"

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement



AUGUST 2019 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Total Hours: Incidents; Training; Public Education; and Public Service	Training Sessions:	Public Ed & Prevention; Public Events; Public Service:	Fire Safety Standards Enforcement Inspections / Re-inspections for 2019:	Fire Drills	EMS Calls:	Fire Calls:	Fire Loss estimated values in Dollars:
10.83	3	1	17	0	4	3	0
Alarm Calls:	MVC Calls:	Ice / Water Calls:	(CO) Carbon Monoxide / Gas Leak Calls:	Hazmat Calls:	Mutual Aid Calls:	Other Calls:	Tickets Issued:
1	0	0	0	0	0	0	0

TEAM MEMBERS RESPONDED TO 8 EMERGENCY RESPONSE CALLS DURING AUGUST 2019.

Total Hours:

- **2.83** was spent on responding to emergency incidents.
- **2 Hours** was spent on public service and public education.
- **6 Hours** was spent on training.

Time of Day:

During this month, **63%** of our calls for service occurred on the Day Shift between 07:00 & 19:00 and **37%** of our calls for service occurred during the Night Shift between 19:00 & 07:00.

Fire Prevention Inspections / Re-inspections:

17 inspections / re-inspections were completed in July, which brings our total to **123** inspections / re-inspections completed since January 1st, of this year.

Fire Response Calls:

There were **3** Fire Response Calls:

- **1** was cooking related (no fire).
- **1** was an actual small fire, which involved a railway tie.
- **1** was someone burning off their dirty gas grill.

Emergency Medical Services (EMS) Response Calls: 4

Fire Alarms: 1 False Fire Alarm Call.



FIRE & RESCUE SERVICE

"PRIDE & HONOUR"

Leadership - Commitment - Empower - Engage - Succeed - Continual Improvement

AUGUST 2019 REPORT
FROM: TYLER MOFFITT – FIRE CHIEF/CEMC



Training:

Training consisted of three separate 2-hour training sessions.

Public Fire Safety Education / Public Events / Public Service / Community Spirit / Highlights:

Weekly Fire & Life Safety Tips continue to be published in the Thursday edition of the Fort Frances Bulletin, as well as on our towns official Facebook Page.

As well, members of our team welcomed the Town of Fort Frances Recreation Program Crew and the children that participate in their program for a tour of the Fort Frances Fire Hall.



Sparky and the kids



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

August 16, 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
July 2019 Monthly Report**

As per the operating agreement, the attached document is the July 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. Jeff St. Pierre- Regional Hub Manager.

Yours truly,

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

Kelly Cunningham
Team Lead

For Jeff St. Pierre
Regional Hub Manager

**The Corporation of the Town of Fort Frances
Wastewater Treatment Plant
(Sewage Plant)
July 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 July 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 ³ /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.

JULY 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 ₅	2.1 mg/L	25 mg/L	15 mg/L	13.8 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	4.3 mg/L	25 mg/L	15 mg/L	29.9 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.15 mg/L	1.0 mg/L	0.9 mg/L	1.06 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	7.73 mg/L 5.44 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		10 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 6.6 to 7.0; average pH was 6.8		
Temperature degrees C				Temperatures ranged from 13.0 to 15.5 C; average temperature of effluent was 14.3 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 July was 6850.0 m³/day. This represents 76% of the design average flow. Total treated flow for the month was 212351 m³.

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 volume of sewage accepted from the New Gold mine site into the collection system in July will be reported with next months data. 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
- Chlorinated sampler lines
- Wiped DO probes
- Flushed digester decant line
- Greased clarifier drives
- Replaced shear pin longitudinal collector clarifier 2
- Replaced filter blower 3
- Repaired ruptured polymer line
- Installed spare Netzsch polymer pump so that unit with leaking shaft seal could be shipped back to supplier

Pump Stations:

- Ran gensets
- Changed seal water strainers
- Pulled and cleaned pump 1 at Central Avenue lift station
- Reset PLC and Milltronics controller at Church St. lift station

PROCESS AND OPTIMIZATION ISSUES

The new progressive cavity polymer pump shaft seal developed a leak so it was shipped back to the manufacturer for assessment/repair. The spare pump was installed in its' place.

SLUDGE SUMMARY

Dennis Robinson Limited hauled a calculated total of 97.7 m³ (9 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 18.5 % TS for the month but slump test results from the landfill have not been provided. The Fournier press ran for 85 hours in July.

COMPLAINTS

There were no complaints during the report period.

BYPASS/OVERFLOW REPORT(S)

There was a bypass event on July 17. The report is available.

COMMENTS

Plant power consumption for the month was 615 (x 180 multiplier) kWh.
The Fournier press has been operated for 852.2 hours in 2019.
Verifications of the bypass alarms and measuring device were completed.

REPORTS

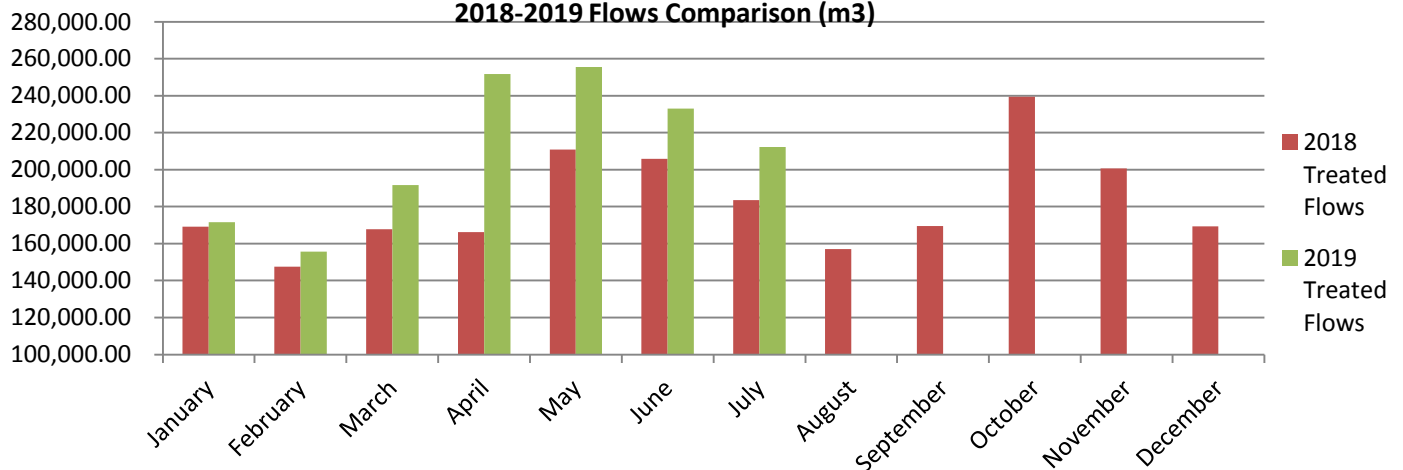
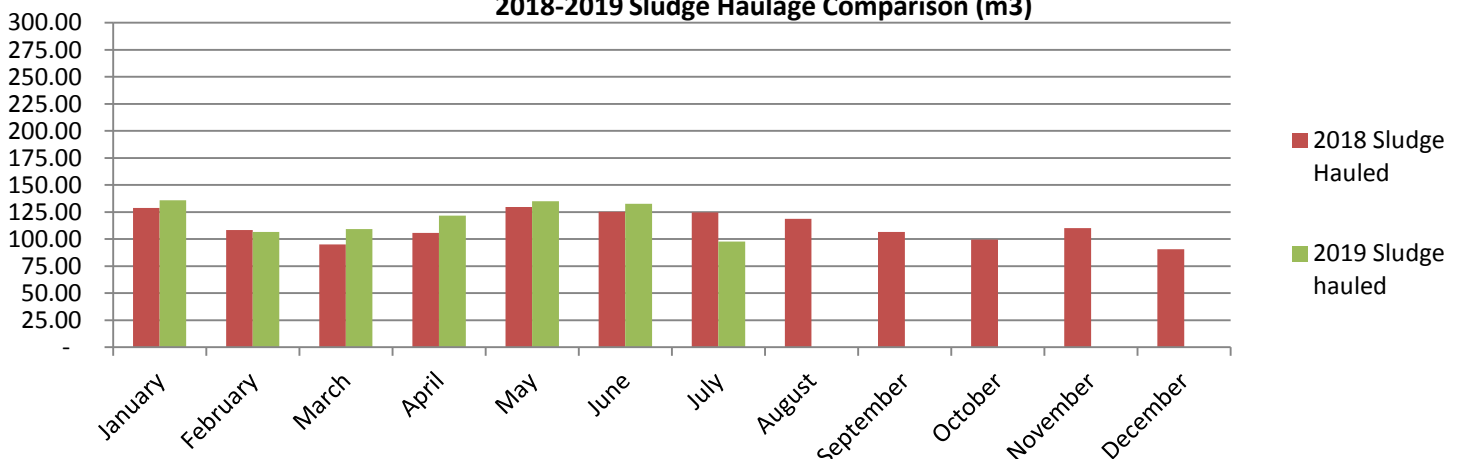
ALS – Environmental Analytical Reports (on-file at plant)
Fort Frances WPCP Equipment Run Time Report (on-file at plant)
Bypass Report (on-file at plant as per occurrence)
Incident Report (on-file at plant as per occurrence)

Month	Sewage Flows Year 2019					Usage	Calculated	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.969543147	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.966687294	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.946875	
January	5536.2	5933	171621		171621	62%	136.0	14		
February	5561.0	6023	155707		155707	62%	106.7	12		
March	6180.7	8247	191603		191603	69%	109.2	10		
April	8390.4	9966	251711		251711	93%	121.6	13		
May	8244.3	10890	255574		255574	92%	135.0	14		
June	7766.7	11807	233001		233001	86%	132.6	13		
July	6850.0	12069	212351	178.9	212529.9	76%	97.7	9		
August						0%				
September						0%				
October						0%				
November						0%				
December						0%				
Sum				178.9	1471746.9		838.8	85		
Average	6933		210224		210250	77%	119.8	12.1		
Max		12069	255574		255574			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	67.6	3.4	29.4	117.6	6.0	50.1	1.72	0.12	1.02	12.9	9.9	34.4
May	61.5	2.6	20.8	120.7	5.0	41.8	1.60	0.11	0.91	12.6	9.5	40.5
June	62.0	2.6	20.3	129.9	4.3	33.6	1.77	0.11	0.88	12.6	9.7	58
July	82.2	2.1	13.8	145.6	4.3	29.9	2.48	0.15	1.06	16.8	7.7	10
August												
September												
October												
November												
December												
Sum												
Average	81.6	2.5	17.5	138.5	4.6	33.0	2.3	0.12	0.86	16.2	9.5	26.9
Max	110.2	3.4	29.4	160.1	6	50.1	3.6	0.15	1.06	20.9	11.1	58
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	251,711.00	34%	105.70	121.60	15%
May	210,932.00	255,574.00	17%	129.70	135.00	4%
June	205,818.00	233,001.00	12%	125.30	132.60	6%
July	183,465.00	212,351.00	14%	124.70	97.70	-22%
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	169,263.00		#DIV/0!	90.70		-100%
Totals	2,187,105.00		#DIV/0!	1,343.10	838.80	-38%

2018-2019 Flows Comparison (m3)**2018-2019 Sludge Haulage Comparison (m3)**



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

September 11, 2019

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

Attention: Mr. Craig Miller
Environmental Superintendent

Dear Craig:

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

As per the operating agreement, the attached document is the August 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. Jeff St. Pierre- Regional Hub Manager.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kelly C', is positioned above the typed name.

Kelly Cunningham
Team Lead

For Jeff St. Pierre
Regional Hub Manager

**The Corporation of the Town of Fort Frances
Wastewater Treatment Plant
(Sewage Plant)
August 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 August 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 ³ /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.

AUGUST 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 ₅	2.0 mg/L	25 mg/L	15 mg/L	12.0 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	3.6 mg/L	25 mg/L	15 mg/L	22.8 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.16 mg/L	1.0 mg/L	0.9 mg/L	0.99 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	7.86 mg/L 6.09 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		13.2 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 6.6 to 6.8; average pH was 6.7		
Temperature degrees C				Temperatures ranged from 15.5 to 16.5 C; average temperature of effluent was 15.9 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 August was 6347.5 m³/day. This represents 71% of the design average flow. Total treated flow for the month was 196772 m³.

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 246 m³ of sewage from the New Gold mine site into the collection system in July, 191 m³ in August. 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
- Cleaned polymer injection check valve
- Wiped DO probes
- Installed spare DO probe cell 1
- Installed new EW pump
- Changed oil blowers 3 and 4
- Installed repaired Netzsch polymer pump so that the spare with leaking shaft seal could be shipped back to supplier

Pump Stations:

- Ran gensets
- Changed seal water strainers

PROCESS AND OPTIMIZATION ISSUES

The new progressive cavity polymer pump shaft seal developed a leak so it was shipped back to the manufacturer. This pump was returned with a new seal installed and was immediately placed into service as the spare pump had developed a shaft seal leak in the interim. We will request that the manufacturer replace this seal as well.

SLUDGE SUMMARY

Dennis Robinson Limited hauled a calculated total of 136.0 m³ (14 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 18.0 % TS for the month but slump test results from the landfill have not been provided. The Fournier press ran for 127 hours in July.

COMPLAINTS

There were no complaints during the report period.

BYPASS/OVERFLOW REPORT(S)

There were no bypass events in the reporting period.

COMMENTS

Plant power consumption for the month was 492 (x 180 multiplier) kWh.

The Fournier press has been operated 979 hours in 2019.

Verifications of effluent out fall measuring device were completed.

The installation of the fine bubble aeration system by Honeywell and EDI was completed. Some minor adjustments to controls and programming will be made in the near future but the system is running quite nicely.

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)

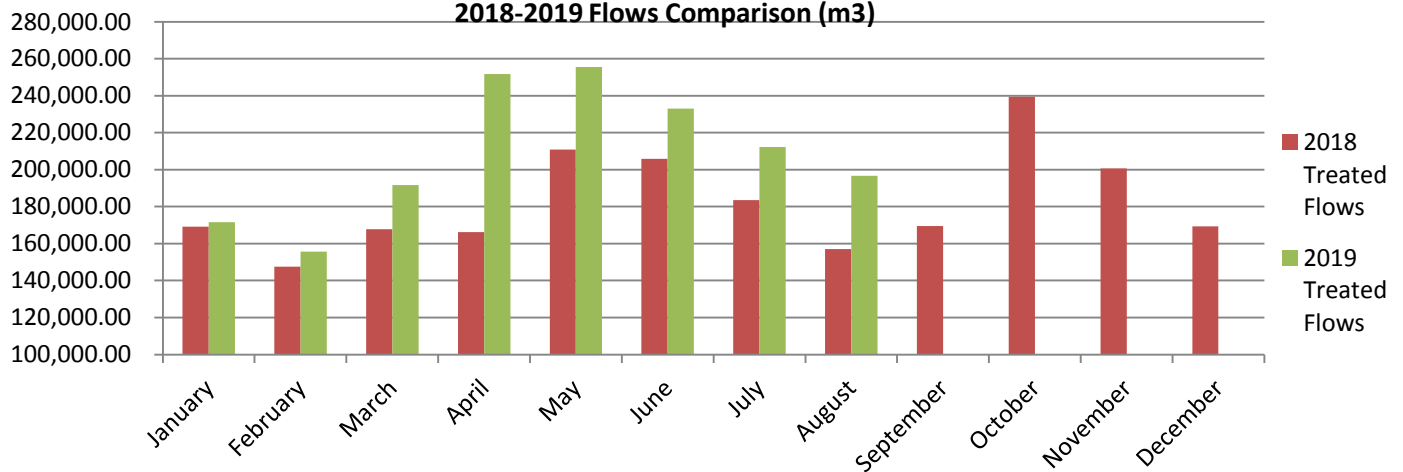
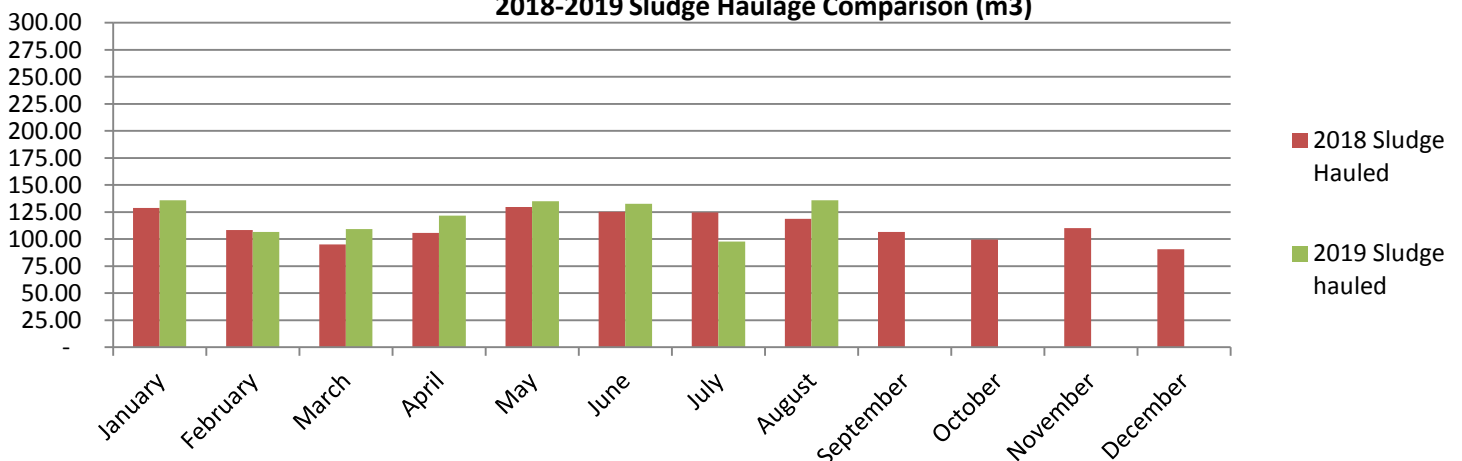
Incident Report (on-file at plant as per occurrence)

Month	Sewage Flows Year 2019					Usage	Calculated	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.970507753	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.968218839	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.944838886	
January	5536.2	5933	171621		171621	62%	136.0	14		
February	5561.0	6023	155707		155707	62%	106.7	12		
March	6180.7	8247	191603		191603	69%	109.2	10		
April	8390.4	9966	251711		251711	93%	121.6	13		
May	8244.3	10890	255574		255574	92%	135.0	14		
June	7766.7	11807	233001		233001	86%	132.6	13		
July	6850.0	12069	212351	178.9	212529.9	76%	97.7	9		
August	6347.5	8974	196772		196772	71%	136	14		
September						0%				
October						0%				
November						0%				
December						0%				
Sum				178.9	1668518.9		974.8	99		
Average	6860		208543		208565	76%	121.9	12.4		
Max		12069	255574		255574			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	67.6	3.4	29.4	117.6	6.0	50.1	1.72	0.12	1.02	12.9	9.9	34.4
May	61.5	2.6	20.8	120.7	5.0	41.8	1.60	0.11	0.91	12.6	9.5	40.5
June	62.0	2.6	20.3	129.9	4.3	33.6	1.77	0.11	0.88	12.6	9.7	58.0
July	82.2	2.1	13.8	145.6	4.3	29.9	2.48	0.15	1.06	16.8	7.7	10.0
August	86.5	2.0	12	160.0	3.6	22.8	2.31	0.16	0.99	17.3	7.9	13.2
September												
October												
November												
December												
Sum												
Average	82.2	2.4	16.8	141.2	4.5	31.7	2.3	0.13	0.88	16.3	9.3	25.2
Max	110.2	3.4	29.4	160.1	6	50.1	3.6	0.16	1.06	20.9	11.1	58
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	251,711.00	34%	105.70	121.60	15%
May	210,932.00	255,574.00	17%	129.70	135.00	4%
June	205,818.00	233,001.00	12%	125.30	132.60	6%
July	183,465.00	212,351.00	14%	124.70	97.70	-22%
August	157,126.00	196,772.00	20%	118.60	136.00	15%
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	169,263.00		#DIV/0!	90.70		-100%
Totals	2,187,105.00		#DIV/0!	1,343.10	974.80	-27%

2018-2019 Flows Comparison (m3)**2018-2019 Sludge Haulage Comparison (m3)**

Workorder Summary Report

Report Start Date: Aug 1, 2019 12:00 AM

Report End Date: Aug 31, 2019 11:59 PM

Location: 1103*

Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
1372818	0000227376	PANEL ALARM/ DIALER	1103, Fort Frances WPCP, Process, Process Control & Monitoring	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1103	COMP	8/1/19 12:00 AM	8/30/19 11:00 AM	8/30/19 12:00 PM	Monthly Alarm Test -We test the dialer daily.
1372822			1103, Fort Frances WPCP	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Gensets Inspection/ Functional Tests (1m) 1103	COMP	8/1/19 12:00 AM	8/23/19 02:25 PM	8/23/19 02:25 PM	Monthly Gensets -I ran all gensets for 1 hour.
1372838			1103, Fort Frances WPCP	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1103	COMP	8/1/19 12:00 AM	8/31/19 07:30 AM	8/31/19 08:30 AM	Monthly H&S -Garage floor still an issue but the Town is dealing with .
1372849			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 1103	COMP	8/1/19 12:00 AM	9/8/19 11:42 AM	9/8/19 11:42 AM	
1372854			1103, Fort Frances WPCP	OPER	Compliance	1	MONTHS	WISKI Review (1m) 1103	COMP	8/1/19 12:00 AM	9/8/19 11:34 AM	9/8/19 11:34 AM	WISKI Review (1m) 1103 -As of September 8th all in house lab results and ALS data uploads are complete
1373192			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	Blowers/Motors Inspection/Service (1m/3m) 1103	COMP	8/1/19 12:00 AM	8/30/19 01:00 PM	8/30/19 03:00 PM	Monthly Blower Maint. -I changed oil in blowers 3 &4.
1373200	0000246402	CENTRIFUGE GS2-2-1 TEACUP/ GRIT SNAIL	1103, Fort Frances WPCP, Process, Primary Treatment, Primary Sludge Degritting	PM	Inspection	1	MONTHS	Teacup Centrifuge Inspection/ Service (1m/3m/1y) 1103	COMP	8/1/19 12:00 AM	8/26/19 03:29 PM	8/26/19 03:29 PM	Teacup Centrifuge Inspection/ Service (1m/3m/1y) 1103 -Drained and inspected teacup- found no debris. Drained and hosed snail and lubricated chain and bearings.

Sewer & Water Data for 2019

up-dated September 17, 2019

Month	Days 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	7475	241.1	6.16%	-3420.0	23896.0	70223.0	2265.3	18,550,950
April	30	251711	8390.37	13350	445.00	5.30%		106270	3542.3	7475	249.2	7.03%	-9580.0	85419.0	145441.0	4848.0	38,421,440
May	31	255574	8244.32	10939	352.87	4.28%		101260	3266.5	7800	251.6	7.70%	-11710.0	44642.0	154314.0	4977.9	40,765,438
June	30	233001	7766.70	10376	345.87	4.45%		110860	3695.3	7800	260.0	7.04%	-8900.0	27183.0	122141.0	4071.4	32,266,232
July	31	212351	6850.03	10545	340.16	4.97%		122360	3947.1	9445	304.7	7.72%	-3450.0	28886.0	89991.0	2902.9	23,773,102
August	31	196772	6347.48	12454	401.74	6.33%		118250	3814.5	9445	304.7	7.99%	-14480.0	39646.0	78522.0	2533.0	20,743,314
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	1668340		88360				908240.0		66580.0			-464400.0	-568212.0	760100.0	2082.5	200,797,137
Monthly Average		208542.5	4573.06	11045	242.25			113530.0	2493.3	8322.5	182.8		-38700.0	-47351.0	63341.7	2079.7	16,733,095

MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2018			2018		2019		
								2018 Total Tonne	Average last 10 years Total Tonne	2019 Total Tonne	Total Fees	Average last 10 years Fees 2009 to 2018	Total Fees	2019-2018 Tonnes	2019-2018 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	339.83	39.77	502.51	58.82	12.05	1.41	0.00	704.26	712.14	854.39	\$42,835.55	\$38,717.06	\$50,989.10	150.13	\$8,153.55
JUNE	277.93	36.67	413.75	54.59	66.30	8.75	0.00	636.08	818.82	757.98	\$45,718.15	\$39,435.12	\$46,821.00	121.90	\$1,102.85
JULY	332.52	43.22	392.23	50.98	44.70	5.81	173.03	317.41	593.33	769.45	\$37,855.70	\$36,663.59	\$47,024.80	452.04	\$9,169.10
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 monthly	246.43	30.90	376.23	66.95	22.63	2.15	618.18	560.50	570.65	376.42	\$36,199.91	\$31,171.95	\$45,701.76	199.51	67,162.72
Total	1724.99		2633.63		158.41		4327.27	6726.05	6847.74	4517.03	\$434,398.93	\$374,063.40	\$319,912.32	-2209.02	-\$114,486.61
Town of Fort Frances Tonnage	4358.62										\$434,398.93 Actual		\$319,912.32		
											\$396,950.00 Budget		\$407,271.00		
Total Tonnage	4517.03										\$434,398.93 Forecasted		\$548,421.12		
Residential Tonnage	1724.99	38.19%													
ICI Tonnage	2633.63	58.30%													
Coverage material	4327.27														

Aircraft Landings 2019
August 31,2019

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	67	77	87	196	276	389	5	2	14	4	8	19	19	8	63	35	50	25	28	0	43	54	56	231	229	259	2
June	61	68	82	208	219	324	9	4	13	4	10	48	24	16	57	36	38	81	70	14	39	49	63	299	273	328	26
1/2 Total	358	429	482	1118	1399	1980	55	6	58	8	29	91	60	49	332	268	252	111	115	36		331	298	950	1165	1312	-215
July	61	74	70	173	228	224	10	7	4	10	3	28	40	26	54	38	51	69	79	76	42	41	54	258	286	324	-28
August	69	69	82	236	219	292	5	5	10	6	4	33	41	27	57	41	66	64	65	80	40	44	50	273	322	313	-49
September		66	79		197	267		2		29	7		33	14		44	40		45	42		37	39	0	230	249	-230
3/4 Total	488	638	713	1527	2043	2763	70	20	72	53	43	152	174	116	443	391	409	244	304	234	82	453	441	1481	2003	2198	-522
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	488	832	918	1527	2703	3498	70	36	72	60	49	152	204	136	443	510	517	244	313	252	82	570	563	1481	2496	2697	-1015

Fort Frances Airport - Page 2/2 - Fuel Sales - Revised September 19, 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	0	0	8,050	8,050	8,050	16,597	25,675	7,528	8,692	11,543	7,216	10,252	7,308	11,885	-8,547
February	27	159	7,964	15,882	0	0	7,991	16,041	7,991	16,286	12,503	11,904	11,231	12,304	6,197	6,918	3,687	10,216	-8,295
March	840	999	12,876	28,758	0	0	13,716	29,757	13,716	9,798	21,928	13,255	17,795	10,508	12,077	9,329	10,390	12,841	3,918
April	1,379	2,378	11,631	40,389	0	0	13,010	42,767	13,010	10,398	13,102	8,592	13,219	8,377	4,453	8,251	5,294	9,537	2,612
May	2,615	4,993	16,052	56,441	0	0	18,667	61,434	18,667	24,839	21,362	24,681	16,161	29,753	18,350	21,891	19,790	21,953	-6,172
June	5,860	10,853	25,203	81,644	0	0	31,063	92,497	31,063	27,380	27,380	26,015	45,698	30,789	22,786	23,537	25,723	28,277	3,683
July	3,957	14,810	13,189	94,833	0	0	17,146	109,643	17,146	23,461	24,642	29,002	28,150	14,441	19,232	32,650	19,124	23,277	-6,315
August	5,449	20,259	11,575	106,408	0	0	17,024	126,667	17,024	30,430	23,029	21,119	36,638	20,450	20,075	30,783	21,467	24,927	-13,406
September						0	0	126,667		25,191	13,489	21,325	24,238	21,837	18,005	19,431	22,511	20,552	-25,191
October						0	0	126,667		10,769	16,604	30,655	8,216	15,472	13,109	11,325	13,677	15,681	-10,769
November						0	0	126,667		10,748	9,924	22,349	11,616	7,238	6,398	8,170	6,785	10,442	-10,748
December						0	0	126,667		13,243	6,560	13,797	7,592	6,849	2,028	8,179	2,446	7,588	-13,243
Total	20,259		106,408		0		126,667		126,667	219,140	216,198	230,222	229,246	189,561	149,926	190,716	158,202	197,175	-92,473

Lowest month in last 9 years

Highest month in last 9 years

Highest month

lowest month