

TOWN OF FORT FRANCES

AGENDA - April 23, 2012

COMMITTEE OF THE WHOLE MEETING - Committee Room
(Session No. 55) 5:30 p.m. to 6:22 p.m.

Page

Call to Order

Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.

Disclosure of pecuniary interest and the general nature thereof.

In-Camera - 5:31 p.m. to 6:00 p.m.

- 4.1 Sale & Development of Town Property - 625 Nelson Street.
- 4.2 Individual's inappropriate interaction with Town
- 4.3 Appointments to Boards & Committees re: Committee of Adjustment.

Non-agenda in-camera items

Public Session Resumes in Council Chambers: 6:05 p.m.

Consent Agenda: 6:06 p.m. to 6:10 p.m.

- | | | |
|-----|---|-------|
| 7.1 | March 2012 Drinking Water Systems Monthly Summary Report. | 3-10 |
| 7.2 | 2011 Strategic Plan - Item No. 29 - Parks Operational Review. | 11-20 |
| 7.3 | RFP No. 11-OF-05 - Energy Work for 13 Town Owned Facilities & Buildings - Honeywell Energy Audit & Facility Renewal Report Findings (please refer to previously distributed information). | 21-32 |
| 7.4 | Request for Return of Fees re: Zoning By-Law 08/98-VV. | 33-34 |
| 7.5 | Fort Frances High School Chem Free Grad Financial Request. | 35-37 |

General - 6:10 p.m. to 6:15 p.m.

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| 8.1 | Rainy River District Social Services Administration Board Special | 38 |
|-----|---|----|

General - 6:10 p.m. to 6:15 p.m.

Fund.

Information -

9.1	Waste Disposal Site Monthly Inspection Form - March 2012.	39-40
9.2	Fort Frances Wastewater Treatment Facility - March 2012 Monthly Report.	41-46
9.3	Sewer and Water Data for 2012 - Updated April 9th, 2012.	47
9.4	Administration and Finance Department Stats for the period ending March 31, 2012.	48-49
9.5	Town of Fort Frances General Fund (Operating) and Water and Sewer Fund (Operating) - Actuals to March 31, 2012.	50-53
9.6	2012 Reserve Funds Report.	54

Non-agenda items - 6:17 p.m.

April 12, 2012

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

SUBJECT: March 2012 Drinking Water Systems Monthly Summary Report



Please find attached the March 2012 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the March 2012 report as presented.

Respectfully submitted,
Operations & Facilities Division

Doug Brown

Doug Brown, P. Eng.
Manager of Operations & Facilities

Council approval of this report will accept the March 2012 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.

c.c. – Doug Herr, Environmental & Facilities Supt.
Randy White, Senior WTP Operator

03 Council Water Report March 2012.doc

March, 2012

**Monthly Summary Report
Water Systems**

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

Dated: April 11, 2012

1) Introduction -

This report contains the major maintenance activities and operational events that occurred during the month of March 2012 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works # 26002736. This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act.

2) Flow Data

Water Treatment Plant: See attached spreadsheet. No flow data for Airport groundwater well.

3) Microbiological (Health Related) Water Analysis– Main Water System # 220000978

Water Treatment Plant (treated): 4 samples taken no adverse results
Water Treatment Plant (raw): 4 samples taken no adverse results
Water Distribution System: 16 samples taken where 25% of samples were tested for heterotrophic plate count HPC no adverse results

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

4) Microbiological (Health Related) Water Analysis– Airport Groundwater Well # 26002736

No samples taken.

The Airport has signs posted in the men's and women's washroom stating that the water has not been tested or treated for drinking purpose in accordance with the Health Protection and Promotion Act – Section 7 of the Small Drinking Water Systems Regulation, O. Reg. 318/08 (*Amended to Safe Drinking Water Act, 2002 - Section 6 of Ontario Regulation 252/05*). The operators do a visual inspection of the warning notices at a minimum of once per week to ensure that they are legible and comply with Ontario Regulation 318/08, Section 7(5).

**5) Free Available Chlorine Residual (FAC) – Main Water System –
220000978**

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

**6) Free Available Chlorine residual (FAC) – Airport Groundwater Well
System # 26002736**

Signs posted, exempt from testing.

7) Maintenance Activities at the WTP

- March 02nd - ran the fire pump for 1 hour.
- March 06th - recalibrated distribution chlorine and fluoride analyzers.
- March 07th - shut down plant and worked on new raw water line.
- March 08th - installed new chain on clarifier # 1.
- March 09th - cleaned the top and bottom tank on the poly unit.
- March 09th - cleaned all 4 check valves on poly unit.
- March 10th - worked on clarifier # 1.
- March 16th - worked on clarifier # 1.
- March 19th - cleaned up plant.
- March 20th - shut down soda ash system and cleaned line.
- March 21st - cleaned soda ash auger.
- March 22nd - took poly lines apart and cleaned out to clarifiers.
- March 26th - changed piping on clarifier # 1 blow down.
- March 28th - repaired # 1 filter effluent valve.
- March 29th - worked on clarifier # 1.
- March 29th - changed oil on # 1 clarifier mixer motor.

March 30th - cleaned the top and bottom tank on the poly unit.

March 30th - cleaned all 4 check valves on poly unit.

8) **Water Complaints –**

- Poor Pressure – 0 complaints
- Water Quality – 1 complaint

Water complaint at Memorial Arena, flushed hydrants

9) **Other Miscellaneous Information:**

March 05th - took weekly routine bacti samples

March 08th - water main repair samples 1100 block King's Hwy. - 1st set.

March 12th - took weekly routine bacti samples

March 12th - water main repair samples 1100 block King's Hwy. - 2nd set.

March 13th - annual samples taken at the Water Treatment Plant and Water Tower.

March 14th - adverse reported at 1119 King's Hwy. - 2nd set of samples taken on water main break repair.

March 14th - re-sampled 1100 block of King's Hwy. - 1st set.

March 15th - re-sampled 1100 block of King's Hwy. - 2nd set.

March 19th - took weekly routine bacti samples.

March 20th - completed paper work and notified M.O.E. & S.A.C. & M.O.H.
After the sample at King's Hwy. (1100 block) of came back clear.

March 26th - took weekly routine bacti samples

March 29th - monthly meeting at Water Treatment Plant.

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

- Randy White, ORO, Senior WTP Operator: Bred Webb
- Doug Herr, Environmental & Facilities Supt.: DH
- Doug Brown, Manager of Operations & Facilities: Doug Brown
- Mark McCaig, CAO: _____
- Rick Wiedenhoef, Chair O& F Exec Committee: R. Wiedenhoef
- Roy Avis, Mayor: _____
- Paul Ryan, Councillor: _____
- John Albanese, Councillor: _____
- Andrew Hallikas, Councillor: _____
- Sharon Tibbs, Councillor: _____
- Ken Perry, Councillor: Ken Perry

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

Monthly Report March, 2012

Flow and Operating Data

Agenda Item # 7.1 ...

Flow Data	MARCH	Units	2010		2011		2012	
			Day of the Month		Day of the Month		Day of the Month	
Total Raw Water	m ³			168970		159660		160340
Raw Maximum Day	m ³		Saturday 20th	6070	Saturday 12th	5310	Saturday 3rd	5830
Raw Minimum Day	m ³		Monday 1st	4820	Monday 14th	4930	Monday 19th	4910
Raw Average Daily Consumption	m ³			5450		5150		5170
* Daily Instantaneous Peak Flow	L/min.							
Total Treated Water	m ³			133310		129500		140800
Treated Water Maximum Day Consumption	m ³		Tuesday 2nd	4610	Saturday 12th	4490	Saturday 17th	5040
Treated Water Minimum Day Consumption	m ³		Monday 22nd	3910	Monday 14th	4030	Friday 30th	4070
Treated Water Average Daily Consumption	m ³			4300		4180		4540
Daily Average Per Household Consumption Rate	m ³			1.14		1.10		1.20
* Daily Average Per Person Consumption Rate	m ³			0.54		0.52		0.57
Monthly Averages - Operating Parameters WTP:								
FAC Residual - Treated Water	mg/L			2.01		1.8		1.86
Total Chlorine Residual - Treated Water	mg/L			2.3		2.14		2.17
Aluminum Sulphate - Raw Water	mg/L			32.5		35		34.5
Aluminum Sulphate - Treated Water Residual	mg/L			0.07		0.08		0.05
Fluoride - Treated Water	mg/L			0.67		0.063		0.06
Soda Ash - Raw Water	mg/L			34.2		34		34.6
PH - Adjusted	mg/L			7.09		7.3		7.14
Temperature	C			2.8		2.6		3.2
Quantity of Chemical Used:	kg							
Aluminum Sulphate	kg			5491.5		5588.1		5531.7
Polyelectrolyte	kg			50		50		62.5
Chlorine Gas	kg			637		516		505
Soda Ash - Used for PH Adjustment	kg			5785.3		5428.4		5554.9
Fluoride	kg			500		507		433

* The Canadian Average is 450 Litres (0.45 m³) per day.

* Population is 7986

* Number of Households is 3783

Operating Data	Units	*MAC or Range	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	Average	
Flowrates																																				
Raw Water	10 ³ M ³ /d	17	5.12	5.16	5.83	5.19	4.95	5.16	5.11	4.96	5.25	5.09	5.14	5.05	5.22	5.12	5.22	5.14	5.48	5.10	4.91	5.22	5.11	5.20	5.21	4.95	5.40	5.14	5.16	5.20	5.20	5.13	5.22	160.34	5.17	
Peak Instantaneous -Raw Water	L/s	n/a	60.46	60.55	65.56	65.43	60.50	60.51	60.54		60.65	60.51	63.00	60.66	60.64	60.77	60.63	60.63	60.69	61.44	60.65	60.52	60.52	60.63	60.64	60.51	60.51	60.57	60.48	60.53	60.71	60.69	1830.66	61.02		
Treated Water	10 ³ M ³ /d	17	4.73	4.42	4.73	4.54	4.46	4.41	4.73	4.65	4.55	4.33	4.83	4.31	4.46	4.75	4.81	4.48	5.04	4.29	4.58	4.93	4.35	4.78	4.64	4.13	4.55	4.40	4.72	4.14	4.73	4.07	140.80	4.54		
Peak Instantaneous - Treated Water	L/s	n/a	74.29	69.53	81.07	69.99	70.57	70.07	74.42	70.45	70.72	70.79	68.93	67.42	69.93	71.45	68.12	68.12	68.31	68.94	69.00	70.49	69.99	71.44	69.23	70.76	69.60	72.43	71.19	70.78	70.32	69.15	69.62	2187.12	70.55	
BackWash Water	10 ³ M ³ /d	n/a	0.730	0.243	0.233	0.235	0.270	0.422	0.499		0.253	0.466	0.278	0.254	0.238	0.761	0.236	0.226	0.274	0.249	0.239	0.501	0.248	0.239	0.233	0.505	0.488	0.501	0.488	0.233	0.277	0.478	0.761	11.058	0.369	
Fluid Information																																				
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.60	0.61	0.64	0.64	0.59	0.57	0.58	0.58	0.60	0.62	0.59	0.60	0.75	0.79	0.62	0.67	0.54	0.55	0.54	0.60	0.52	0.56	0.55	0.56	0.57	0.63	0.55	0.59	0.55	0.52	0.61	18.49	0.60	
Turbidity Information																																				
Raw Water	NTU	n/a	0.36	0.29	0.45	0.35	0.29	0.29	0.29	0.30	0.29	0.30	0.30	0.31	0.34	0.33	0.34	0.32	0.35	0.31	0.34	0.34	0.33	0.38	0.36	0.39	0.33	0.53	0.54	0.56	0.53	0.54	0.44	11.42	0.37	
Settled Water	NTU	n/a	0.17	0.15	0.12	0.14	0.14	0.14	0.14	0.13	0.16	0.12	0.11	0.13	0.12	0.17	0.12	0.12	0.12	0.12	0.11	0.10	0.08	0.08	0.09	0.08	0.06	0.07	0.09	0.09	0.14	0.08	0.08	0.09	3.54	0.11
Treated Water	NTU	1	0.07	0.05	0.04	0.06	0.05	0.05	0.05	0.06	0.06	0.04	0.04	0.07	0.08	0.08	0.08	0.07	0.05	0.06	0.06	0.05	0.06	0.06	0.06	0.04	0.04	0.09	0.09	0.09	0.09	0.08	0.04	1.93	0.06	
Other Operating Parameters																																				
pH - Treated Water	no units	6.5 to 8.5	7.19	7.19	7.21	7.20	7.26	7.23	7.26	7.18	7.21	7.26	7.22	7.11	7.05	6.97	7.01	6.95	7.10	7.15	6.96	7.25	7.28	7.21	7.08	7.11	7.22	7.08	7.29	7.09	7.04	7.01	7.10	221.47	7.14	
pH - Settled Water	no units	n/a	5.88	5.75	5.89	5.95	5.91	6.00	5.93	6.36	6.23	6.04	6.08	5.87	5.88	5.89	5.89	5.96	5.99	6.00	5.87	5.92	6.46	5.97	5.91	5.96	6.01	6.06	6.12	5.97	5.93	5.99	5.92	185.59	5.99	
pH - Raw Water	no units	n/a	7.04	6.92	7.00	7.10	7.08	6.89	7.06	6.95	6.93	6.97	6.99	6.98	7.08	6.85	7.00	6.95	7.00	7.10	6.91	6.96	7.07	6.77	6.82	6.90	6.96	6.98	7.49	7.07	6.94	6.99	7.00	216.75	6.99	
FAC - Treated Water	mg/l	0.2 to 4	1.77	1.64	1.59	1.77	1.68	1.75	1.71	1.64	1.72	1.68	1.70	1.91	1.92	1.99	1.83	1.87	2.03	2.09	2.00	2.00	1.93	1.94	1.99	1.99	1.98	1.83	1.87	1.97	1.90	1.90	1.93	57.60	1.86	
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.28	2.05	1.95	2.10	2.10	2.15	2.13	2.20	2.26	2.07	2.11	2.12	2.08	2.29	2.14	2.20	2.20	2.20	2.20	2.20	2.26	2.28	2.15	2.08	2.16	2.37	2.25	2.24	2.20	2.25	2.20	67.39	2.17	
Temperature	C	15	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	4.0	4.0	5.0	4.0	4.0	5.0	5.0	5.0	4.0	4.0	4.0	99.0	3.2		
Fluoride used (Total Daily Consumption)	kg	n/a	12.0	13.0	18.0	14.0	13.0	13.0	13.0	15.0	14.0	14.0	15.0	14.0	14.0	15.0	13.0	13.0	15.0	12.0	11.0	15.0	16.0	15.0	16.0	15.0	14.0	16.0	13.0	14.0	13.0	14.0	433.0	14.0		
Chlorine used (Total Daily Consumption)	kg	n/a	16.0	16.0	16.0	16.0	16.0	16.0	16.0	15.0	17.0	16.0	17.0	16.0	16.0	17.0	16.0	17.0	16.0	16.0	15.0	17.0	16.0	17.0	16.0	16.0	17.0	16.0	17.0	16.0	17.0	16.0	17.0	505.0	16.3	
Soda ash (Total Daily Consumption)	kg	n/a	174.1	175.4	198.2	176.5	168.3	175.4	173.7	168.6	178.5	173.1	174.8	176.8	182.7	179.2	182.7	179.9	191.8	178.5	171.9	182.7	176.9	182.0	182.4	173.3	189.0	179.9	180.6	182.0	182.0	179.6	182.7	5554.9	179.2	
Soda Ash - Dosage	kg	n/a	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	1074.0	34.6	
Alum residual - (Total Daily Consumption)	kg	n/a	176.6	178.0	201.1	179.1	170.8	178.0	176.3	171.1	181.1	175.6	177.3	174.2	180.1	176.6	180.1	177.3	189.1	169.4	180.1	176.3	179.4	179.7	170.8	186.3	177.3	177.3	178.0	179.4	179.4	177.0	180.1	5531.7	178.4	
Alum residual - Dosage	mg/l	n/a	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	1069.5	34.5	
Alum residual - Treated Water	mg/l	n/a	0.05	0.07	0.06	0.05	0.05	0.05	0.04	0.05	0.04	0.04	0.05	0.06	0.03	0.02	0.03	0.02	0.05	0.04	0.03	0.06	0.08	0.06	0.03	0.03	0.05	0.06	0.05	0.09	0.02	0.06	0.05	1.47	0.05	
Poly bags added (25 kg bags)	kg	n/a	0.1	0.05	0.07	0.06	0.05	0.05	0.05	0.05	0.04	0.04	0.05	0.05	0.03	0.02	0.03	0.02	0.05	0.04	0.03	0.06	0.08	0.06	0.03	0.03	0.05	0.06	0.05	0.09	0.02	0.06	0.05	62.5	0.5	

April 18, 2012

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

SUBJECT: 2011 Strategic Plan – Item No. 29 – Parks Operational Review

Further to the administration report dated March 30, 2012 prepared by Mark McCaig, CAO, which focused on improving the maintenance of the Civic Centre grounds in a cost effective manner. Please find attached a spreadsheet outlining the 35 green spaces where grounds keeping services are provided on a regular basis by the Parks & Cemetery staff. There is 125.188 acres (1 acres is 43,560 square feet) of property to be maintained where the weekly cost is estimated at \$ 23,799.46 or \$190.17 per acre. There is approximately an 18-week grass-cutting season from the end of April to the end of August.

The present level of staff of the Parks & Cemeteries area consists of the following;

- 1) 12 – summer students – end of April to end of August – 680 hours/student/season
- 2) 9 – seasonal labourers – middle of April to mid October – 1040 hour/labourer/season
- 3) 1 – f/t working foreman
- 4) 1- f/t equipment operator
- 5) 1- p/t mechanic – end of March to mid- November

On top of maintaining 125.148 acres of green or open space, the staff provides several other fundamental services throughout the year;

- a) Plant and maintain – 53,388 flowers throughout the community.
- b) Three times per week water 100 BIA and Chamber hanging flower baskets. End of May to mid September.
- c) Perform Cemetery Services – marker foundations, cremation and full burials.
- d) Inspection and maintenance of all the docks along the Waterfront & Marina.

- e) Three times a week inspect and maintain all playground equipment within the Parks.
- f) Empty garbage containers three times per week throughout the community.
- g) Inspect, clean and maintain 10 washroom facilities on a regular basis – five days a week starting May long weekend to Labour Day weekend
- h) Maintain, inspect and start-up/shutdown of the Lion's Club fountain.
- i) Address vandalism in a timely fashion within all parks.
- j) Darrell Crowe is being utilized to read electrical demand meters and some water meters. Approximately 6 to 10 hours per month.
- k) After July 1st, perform non-routine building and parks maintenance tasks such as landscaping areas, painting the Point Park registration building and cemetery mortuary building, cleaning up of waste and debris stockpiled on the Point Park property and removal of skunks/other animals deposited in the water at the Seven Oaks portion of the Point Park.

Based on my experience managing the Parks area and last year becoming more involved in the day-to-day operations, there is definitely a period of time approximately 4 to 5 weeks in length from the third week in May (once there is no overnight frost) until the third or fourth week in June (usually prior to Father's Day) when the 12 summer students and 2 leadhands and 1 seasonal labourer are planting the 53,338 flowers throughout the community. This is when the remaining other nine staff members are unable to keep-up to the grass cutting demands, plus maintain the Parks washroom facilities and playground equipment. As a result, there is an annual reduction in grass cutting services that is noticed by the general public during this time period. The general public is registering complaints with the Town and Council. Also it should be clearly stated that weather has a negative impact on production. For 2012, if required, administration has budgeted to perform cutting activities in the highly visible and well utilized Parks on two Saturdays during this period to ensure the normal grounds keeping occurs on a consistent basis. However, another option to be considered is that the five Public Works summer students could also be used to provide assistance to the Parks area during this time period depending on the workload.

It is difficult to justify hiring additional manpower based on the following facts;

- 1) A higher than normal workload traditionally occurs for a 4 to 5 week period during the summer work season.
- 2) 3 of 35 green spaces on the cutting list that might be eliminated in the future such as;
 - Old Public Library
 - Nelson Street open space
 - Huffman School property – storage of backfill and demolishing school building

- 3) The present financial state of the community – limited financial resources, the fore coming decision on Mill's property assessment and the state of the provincial government's operating deficit.

The above background information and facts should assist the Operations & Facilities Executive Committee members to better understand on how the Parks & Cemeteries are presently maintained and operated. Also Administration is looking for some direction from Council to what is to be considered when completing the Parks Operational Review. I have taken the liberty to list a few considerations;

- 1) **Elimination of some of the present tasks** (which will result in reducing costs). Why is the Town cutting the Overpass grassed slopes? Should the town consider shutting down the West end boat launch washroom facilities?
- 2) **Enhancing revenue** - should the Lion's Club pay for some of the on-going operational costs for the water fountain? Or supply security cameras to reduce the amount of vandalism, which occurs at this park as it ties-up limited manpower resources? Should FFPC start to pay for grass cutting services at their substation?
- 3) **Or a combination of the above mentioned two points** – less expenses and/or more revenue.

The ultimate outcome is to provide the most cost effective and affordable Parks & Cemeteries services for the entire community. It is suggested that Operations & Facilities Executive Committee take a site tour with the working foreman, Trevor Mckinnon and myself during the peak workload period to gain some additional appreciation and fully understand what this crew does for the Town as a whole. I think there are a few false impressions and misunderstandings being communicated by the general public to some members of Council.

Another Park issue that needs to be addressed during the Operational Review process is the planning and development of a Community Off-Leash Dog Park. I have taken the liberty to attach several documents from other communities in regards to off-leash dog parks. There are several common factors to be considered when planning and developing an off-leash dog park in the community;

- 1) Participation of local level partners in the siting and financing of the park.
- 2) Increase vehicular traffic.
- 3) Noise and smell from the new park.
- 4) Location is appropriate for the dogs, the owners and the community.
- 5) Size and layout of the park – large dog and small dog considerations.
- 6) All season usage
- 7) Establishing rules for the off-leash dog park
- 8) Consideration to abut the new off-leash dog park beside or in an existing park or green or open space or Park area.

- 9) Development of ad-hoc steering committee to provide input and consideration into the site, design and layout off-leash dog park

In discussion with George Bell, Community Service Manager, who has recently become a member of the Kiwanis Club, has indicated that the Kiwanis Club may consider partnering with the Town to complete this community project. As a result I have contacted Shanda Degage- Begin, President of the Kiwanis Club and invited her to the next the Operations & Facilities Executive Committee meeting scheduled for Tuesday April 17, 2012 at 7:30 am. She indicated that this issue will be discussed at the next Kiwanis club meeting on April 12, 2012 and hopefully one or more members of the Kiwanis Club will attend the next Operations & Facilities Executive Committee meeting. The development of an off-leash dog park will probably create some controversy in the community as such an ad-hoc steering committee should be considered to complete the preliminary design and the selection of the site for the off-leash dog park.

The Operations & Facilities Executive Committee recommends the following:

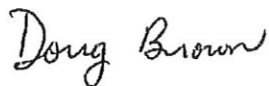
Operational Review

- 1) The Operations & Facilities Executive Committee is of the opinion that the existing Parks & Cemeteries department staff and the associated productivity throughout the summer work season are at a high level where the appearance of the Town has improved over the last couple of years.
- 2) The information contained in this Administration report is considered to be adequate at this time as an Operational Review document where no further investigation is required.
- 3) That both the BIA and Fort Frances Chamber of Commerce organizations be given written notice that within a 3 to 5 year period that the existing hanging flower basket pots shall be converted to a low water consumption desert planter type of basket in order to reduce the Town's manpower requirements to water these plants through the summer season. See attached information.
- 4) That item No. 29 on the attached grass cutting spreadsheet - cutting of the 4 grassed quadrants of the Colonization Road East Overpass be eliminated and that no grass cutting activities will take place in 2012 on these grounds.
- 5) That the grassed area near the FFPC electrical substation intersection will not be cut by the Town's workforce for free in 2012. FFPC will be given two options; cut this grassed area themselves or pay the Town to complete this task during the summer grass cutting season.
- 6) Investigate the possibility of installing so called "paylocks" on all public washroom doors in the future where the general public will be required to pay a fee to use these washrooms after regular operating hours. This action will hopefully reduce the amount of vandalism and misuse taking place in the Town's public washrooms. This will be a capital budget consideration in 2013.

Off-Leash Dog Park

- 1) That the Town will partner with the Kiwanis Club for the development of an off-leash dog park in the community in the near future (possibility in the fall of 2012 or 2013).
- 2) That an ad-hoc off-leash dog park steering committee be established to select a site, design and development of such a dog park in the near future.
- 3) That the off-leash dog park steering committee will consist of the following members;
 - a. Two members of Council – Councilor Ken Perry as he has investigated and researched the issue quite extensively since being outlined in the Town’s 2011 Strategy Plan and Councilor Andrew Hallikas as he is a dog owner.
 - b. Two members of the Kiwanis Club – financial partner
 - c. One by-law officer
 - d. Operations & Facility Manager – Doug Brown
 - e. Two members of the general public- where the Town through the Clerk’s office will advertise for candidates
- 4) That a term of reference for the off-leash dog park will be development by the off-leash dog park committee at the first meeting and forwarded to Council for approval.

Respectfully submitted,
Operations & Facilities Division



Doug Brown, P. Eng.
Operations & Facilities Manager

Council approval of this report will approve the following:

Operational Review

- 1) The Operations & Facilities Executive Committee is of the opinion that the existing Parks & Cemeteries department staff and the associated productivity throughout the summer work season are at a high level where the appearance of the Town has improved over the last couple of years.
- 2) The information contained in this Administration report is considered to be adequate at this time as an Operational Review document where no further investigation is required.
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- c) One by-law officer
- d) Operations & Facility Manager – Doug Brown
- e) Two members of the general public- where the Town through the Clerk's office will advertise for candidates

4) That a term of reference for the off-leash dog park will be development by the off-leash dog park committee at the first meeting and forwarded to Council for approval.

2012AprilParksoperationalreview.doc

RECOMMENDED

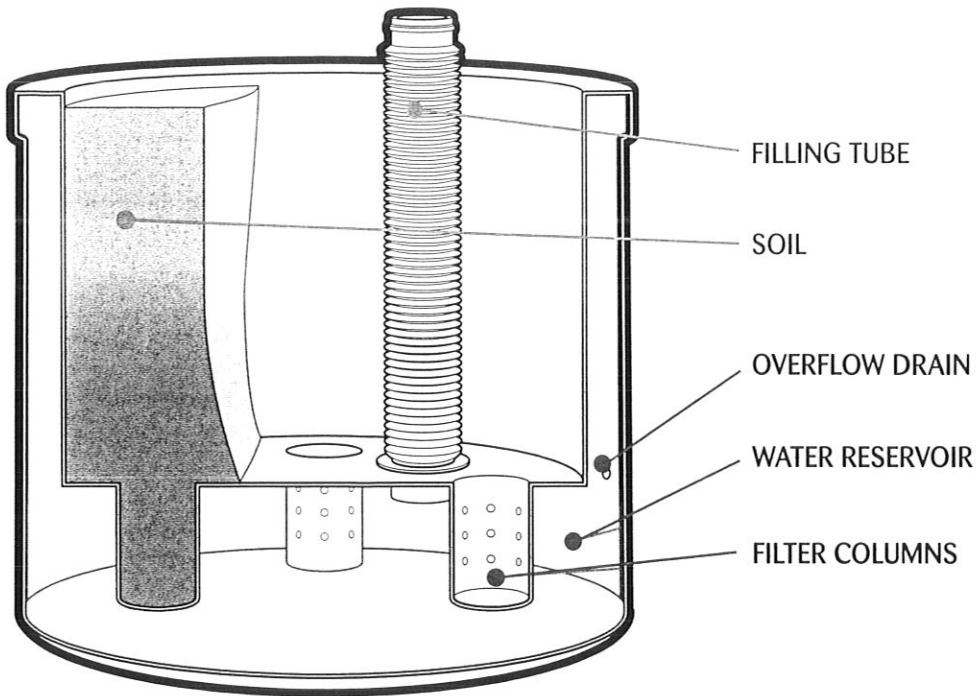
APR 18 2012

DIV. MNG. Doug Brown

EXECUTIVE COMM. R. Hidenhoff

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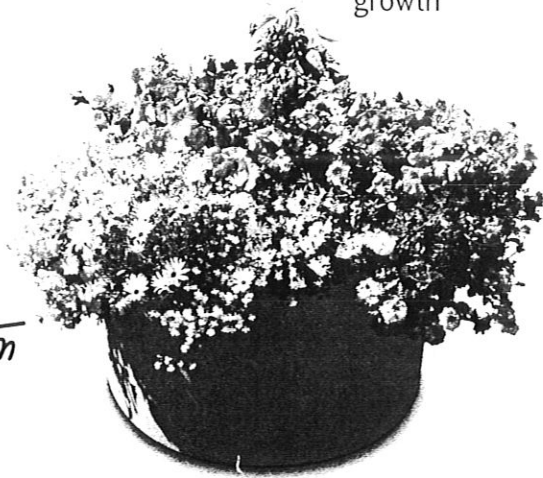
How it Works...



- Slows water evaporation
- Up to 80% reduction in water consumption
- Water reservoir that eliminates the need for daily watering
- Filter columns allow water to rise through the soil
- Promotes extraordinary rapid and lush plant growth
- Dry top surface discourages weed growth

Desert Planters

low water consumption

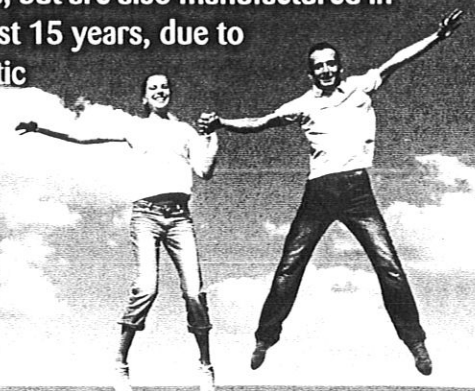


Available Colors:



ALFA products are environmentally responsible choices for saving resources, but are also manufactured in a responsible way containing at least 50% RECYCLED PLASTIC! Over the past 15 years, due to this commitment, ALFA Products has diverted over 500,000 pounds of plastic from the land fill.

ALFA desert planters are made from 50% recycled plastic.



5 Reasons to Choose ALFA Desert Planters

Planter comparisons: Approximate resource consumption based on a 4 month season and 100 hanging or small planters.



Water Savings

Traditional planters use approximately 19,000 liters (5000 US gallons) of water per growing season vs. Desert planters that only use approximately 6,500 liters (1700 US gallons).

Total savings = 12,500 liters (3300 US gallons) of water



Labor Savings

Traditional planters require 1,280 labor hours to water and maintain vs. Desert planters that only require 250 labor hours to water and maintain.

Total savings = 1,030 labor hours.



Fuel Savings

Traditional planters consume 4,000 liters (1000 US gallons) of fuel to water and maintain vs. Desert planters which use 800 liters (210 US gallons) of fuel to water and maintain.

Total savings = 3,200 liters (840 US gallons) of fuel



Green House Gas Savings - Carbon Dioxide

Traditional planters emit to the atmosphere 13.32 Tonnes of CO₂ emissions in the watering and maintaining. Desert planters emit to the atmosphere 2.68 Tonnes of CO₂ emissions in the watering and maintaining.

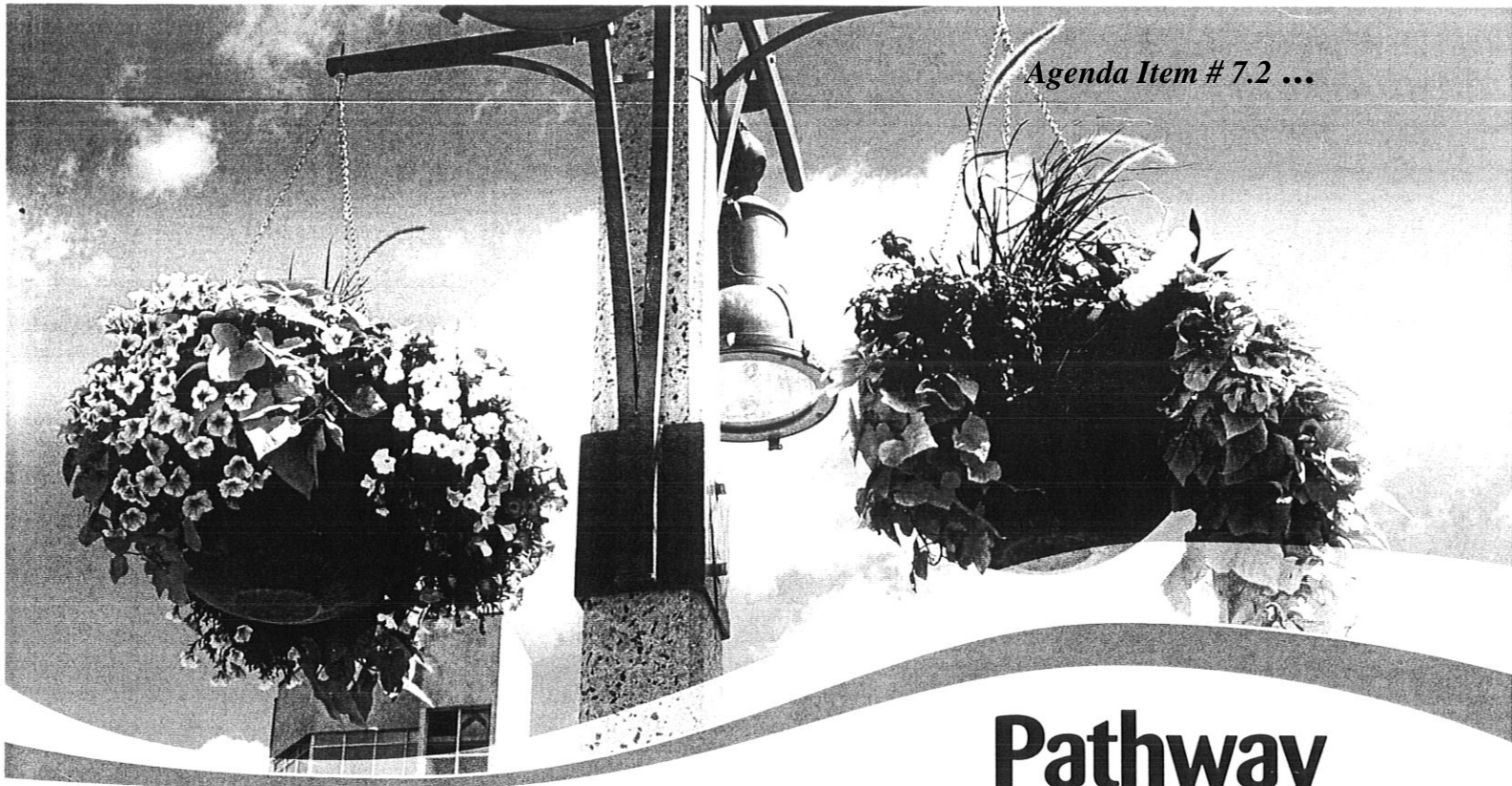
Total emission savings = 10.64 Tonnes of CO₂ that is NOT put into the atmosphere.



Cost Savings - Fuel cost & labor Savings

Traditional planters require \$20,000 in labor and \$4,000 in fuel vs. Desert planter which require \$4,000 in labor and \$800 in fuel.

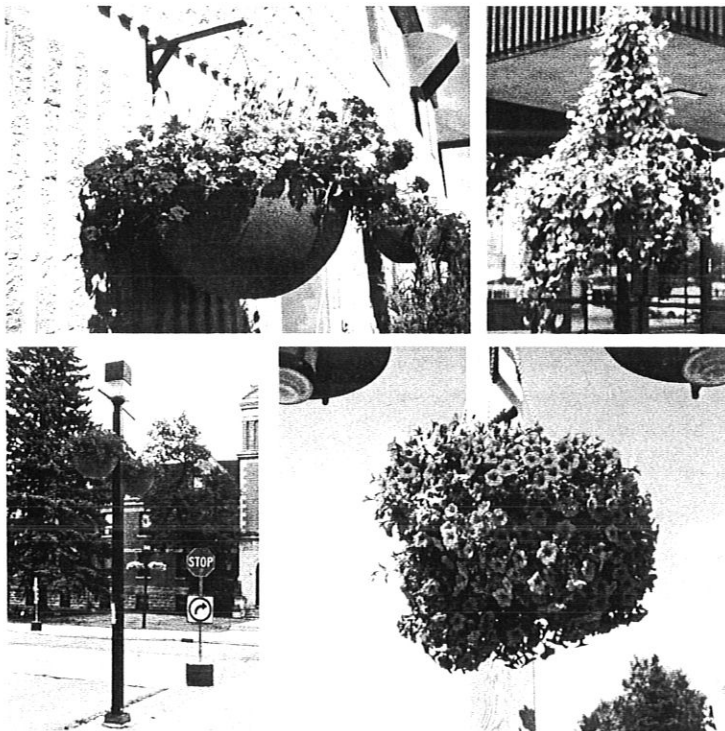
Total savings = \$19,200



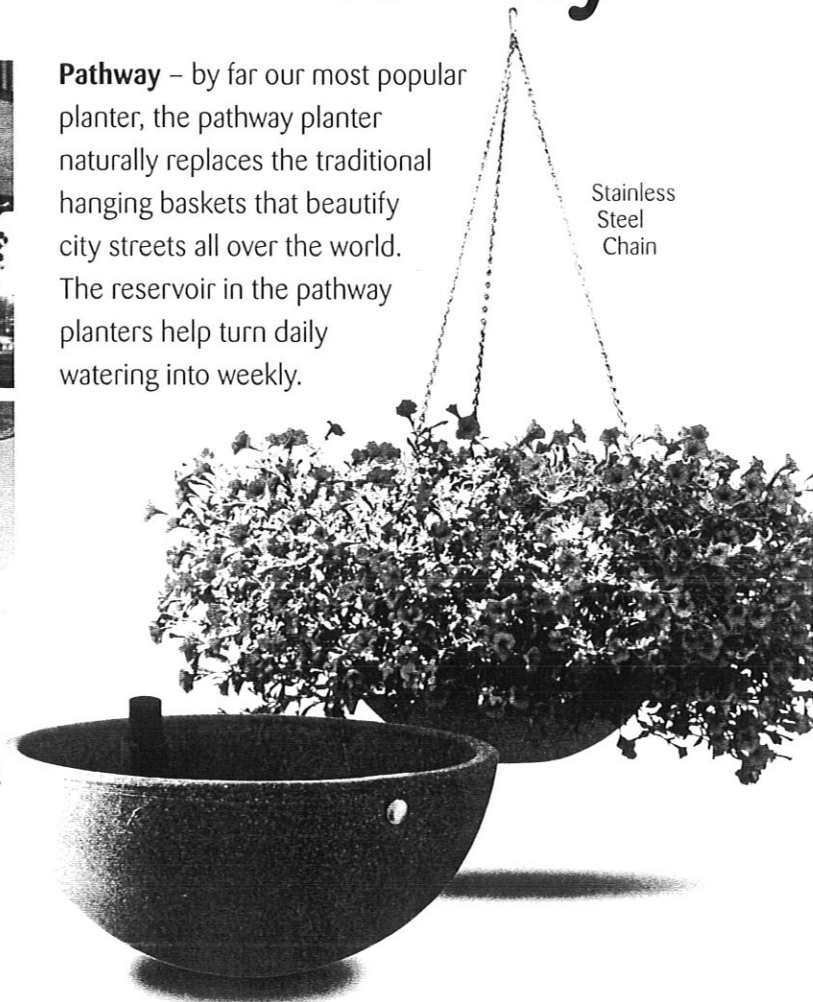
Pathway

Pathway – by far our most popular planter, the pathway planter naturally replaces the traditional hanging baskets that beautify city streets all over the world. The reservoir in the pathway planters help turn daily watering into weekly.

Stainless Steel Chain



"These planters made it possible to provide beautiful flowers at our local cemetery with very little maintenance"



Model	Diameter		Height		Water Storage		Soil Capacity (Potting Soil)	
	inches	millimeters	inches	millimeters	U.S. gallons	Liters	pounds	kilograms
PATHWAY 18	18	457	9	229	1	4	28	12.7
PATHWAY 24	24	610	12	305	2	8	65	29.5

April 18, 2012

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

Subject: RFP No. 11-OF-05- Energy Audit Work for 13 Town Owned Facilities & Buildings – Honeywell Energy Audit & Facility Renewal Report Findings

Please find attached the following;

- 1) The administration report dated August 3rd, 2011, which was approved by Council at the August 8th, 2011 meeting.
- 2) A copy of the Honeywell letter of intent dated August 30, 2011
- 3) The administration report prepared by Travis Rob, EIT Sustainability Coordinator, outlining all the pertinent information in regards to a draft copy of the energy audit & facility report and it's findings. Also additional background information on what a (energy guarantee) performance contract entails.

Mr. Michael Pringle, Business Development Manager, Energy Solution Canada of Honeywell will be available by telephone to answer any questions or to provide any additional clarification on the report and it's findings at the April 17th Operations & Facilities Executive Committee meeting.

At this time some decisions will have to be made to complete the Energy Audit & Facility Renewal Report and move the project forward;

- 1) Finalize the scope of the energy savings measurements to be included in the energy & facility renewal report in order for Honeywell to finalize the report.

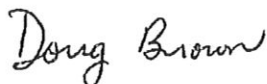
- 2) Finalize the level of capital funding from the water and sewer reserves to be utilized to complete the energy saving retrofit items at the Water Treatment Plant (WTP) and the Sewage Treatment Plant (STP). Administration has included 100% funding from the reserve funds for these items under the proposed project being presented in Travis's report.
- 3) Finally make a decision on whether or not to enter into guarantee performance arrangement with Honeywell in the future.

Administration is presently reviewing the energy performance agreement provided by Honeywell at this time.

The Operations & Facilities Executive committee recommends the following:

- 1) A Special Committee of the Whole meeting is scheduled for Monday, May 7, 2012 starting at 5:00 p.m. where Mr. Michael Pringle, Business Development Manager with Honeywell Energy Solutions Canada, will be available to provide additional information on the financial and guarantee aspects of the project.
- 2) That \$ 229,427.36 will be taken from the sewer reserve funds to complete the proposed energy retrofits/measures at the Sewage Treatment Plant (STP) and the portion of the costs for the engineering, project management, site supervision & commissioning and project development.
- 3) That an additional \$ 240,742.53 will be taken from the waterworks reserve funds to complete the proposed energy retrofits/measures at the Water Treatment Plant (WTP) and the portion of the costs for the engineering, project management, site supervision & commissioning and project development.
- 4) That the scope of energy saving measurements to be included in the Energy & Facility Renewal Report be finalized as proposed by Administration at the Operations & Facilities Committee meeting on April 17, 2012 and as outlined on the attached toggle output spreadsheet.

Respectfully Submitted,
Operations & Facilities Division



D. Brown, P. Eng.
Manager of Operations & Facilities

Council approval of this report will ensure the following:

- 1) A Special Committee of the Whole meeting is scheduled for Monday, May 7, 2012 starting at 5:00 p.m. where Mr. Michael Pringle, Business Development Manager with Honeywell Energy Solutions Canada, will be available to provide additional information on the financial and guarantee aspects of the project.
- 2) That \$ 229,427.36 will be taken from the sewer reserve funds to complete the proposed energy retrofits/measures at the Sewage Treatment Plant (STP) and the portion of the costs for the engineering, project management, site supervision & commissioning and project development.
- 3) That an additional \$ 240,742.53 will be taken from the waterworks reserve funds to complete the proposed energy retrofits/measures at the Water Treatment Plant (WTP) and the portion of the costs for the engineering, project management, site supervision & commissioning and project development.
- 4) That the scope of energy saving measurements to be included in the Energy & Facility Renewal Report be finalized as proposed by Administration at the Operations & Facilities Committee meeting on April 17, 2012 and as outlined on the attached toggle output spreadsheet.

2012Aprilenergyaudit.doc

RECOMMENDED

APR 18 2012

DIV. MNG.

Dee Brown

EXECUTIVE COMM.

R. Widenhoff

THE TOWN OF FORT FRANCES

August 3rd, 2011



Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

Subject: RFP No. 11-OF-05- Energy Audit Work for 13 Town owned Facilities & Buildings

Please find attached an administration report prepared by Travis Rob, EIT Sustainability Coordinator, outlining all the pertinent information on the four (4) proposals received. Mr. Michael Pringle, Business Development Manager, Energy Solution Canada of Honeywell has been invited to make a presentation on the three different types of business arrangements the Town could consider entering into with Honeywell in regards to complete the energy audits for the thirteen (13) Town owned buildings or facilities.

Mr. Pringle will be at the August 3rd, 2011 Operations and Facilities Executive Committee at 8:00 am until approximately 9:00 am to make his presentation. Regardless of the business arrangement selected, administration is recommending that Honeywell be retained to complete the energy audit work.

The 2011 Operating Budget included \$ 40,000 in expenditure to complete the energy audits with a 50% grant. In other words the net cost to the Town would be \$ 20,000.00 Honeywell's energy audit proposal would have an estimated net cost of \$ 31,056.00 or \$11,056.00 budget shortfall. Under Honeywell's energy performance based arrangement (Comprehensive Municipal Solution (CMS)) these costs would be deferred and paid over time from the guarantee energy savings (no up-front costs).

Also attached is a white paper called – Funding Canadian Municipal Utility Improvements outlining Energy Services Companies (ESCOs) proposals.

Going forward the O & F executive committee will be making a recommendation to Council on which Honeywell business arrangement will be selected as a result of Mr. Pringle's presentation. Please find attached a summary of the three options available in regards to proceeding with the Energy Audit work. As a result of the Honeywell presentation on August 3rd, 2011, the O & F Executive Committee is recommending that Option No. 3 be selected, as there are no upfront costs to complete the Energy & Facility Renewal Report (EFRR). That in the future the Town could consider entering into a performance contract with Honeywell where future energy retrofit capital improvements

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

Date: Aug 4 2011

M. McCaig, Administrator

could be financed through the guarantee energy savings. Also Town staff will be involved in the final selection of the energy retrofit improvements for each facility where some selected improvements could take place in 2012.

The Operations & Facilities Executive committee recommends the following:

1. That Honeywell, from Thunder Bay, Ontario be selected to complete the energy work in accordance with their proposal RFP No. 11-OF-05 dated July 5, 2011 under option No. 3 – letter of intent & completion of a Energy & Facility Renewal Report.
2. That the Mayor and Clerk be authorized to execute the letter of intent.

Respectfully Submitted,
Operations & Facilities Division

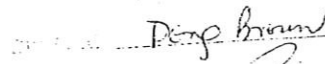
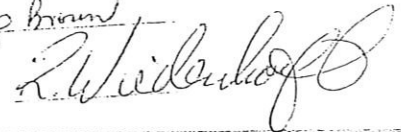


D. Brown, P. Eng.
Manager of Operations & Facilities

Council approval of this report will authorize:

1. That Honeywell, from Thunder Bay, Ontario be selected to complete the energy work in accordance with their proposal RFP No. 11-OF-05 dated July 5, 2011 under option No. 3 – Letter of Intent & Completion of a Energy & Facility Renewal Report.
2. That the Mayor and Clerk be authorized to execute the letter of intent.

RECOMMENDED

August 30, 2011

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

Attention: Glenn Treftlin, Town Clerk

Subject: The Corporation of The Town of Fort Frances Letter of Intent
Energy Performance Contract

The Corporation of The Town of Fort Frances ("Fort Frances") and Honeywell Building Solutions ("Honeywell") intend to enter into a Performance Contract to reduce energy and operating costs. A Performance Contract is a program where the cost of the project is offset by the energy and applicable operational savings stream generated by the improvements.

The program requires Honeywell to design, install, commission, and maintain improvements to the facilities (as identified in Schedule "A" attached). The savings will be monitored, verified and guaranteed by Honeywell for the duration of the contract term.

Upon execution of this Letter of Intent, Honeywell will commence with the development of an Energy and Facility Renewal ("EFR") report. The EFR report will detail the energy and operational cost reduction strategies to be implemented at the facilities as well as the Project Price and savings opportunities.

Fort Frances and Honeywell, agree as follows:

- The criterion for the project is that it will meet a simple payback of 12 years or less. The simple payback will be determined as the project price less any grants and rebates divided by the total annual energy and operational savings. The project price is exclusive of all applicable sales taxes. Any grants or rebates identified for the project will be documented in the EFR report.
- Fort Frances will ensure that Honeywell has reasonable access to the facilities and information reasonably required to develop the EFR report.
- Fort Frances may request Honeywell to investigate other longer payback and/or critical need measures that may not be driven by energy savings. If included in the project, these measures may extend the payback period and may recognize Capital Cost Avoidance savings at Fort Frances's discretion.
- Should Fort Frances choose not to proceed with the project, within a reasonable timeframe, for any reason, other than Honeywell's inability to meet the above criterion, then Fort Frances agrees to pay Honeywell \$60,000.00 plus applicable taxes. An increase to this amount may be mutually agreed upon if Fort Frances requests Honeywell to perform further investigations

as outlined in the preceding statement. An invoice will be issued by Honeywell upon delivery of the EFR report and will be payable within thirty (30) days.

- Fort Frances and Honeywell agree that if a Performance Contract is executed, the cost of developing the EFR report will be included in the project price documented in the EFR report.

If upon completion and presentation of a compliant Report, the parties do not enter into a Contract for the implementation of the Report, Honeywell will not retain any liability related the provided design, drawings, data, calculations, the Report, etc. ("Documents").

Upon execution of this Letter of Intent, Fort Frances agrees to work with Honeywell to co-author a Decision Schedule which will establish the goals and timing for the completion of the technical and non technical elements of the project as may reasonable be required.

As agreed:

The Corporation of
The Town of Fort Frances

Signature (with authority to bind)
[Signature]
GLENN W. TREFTLIN, MLC
CLERK
CORP. OF THE TOWN OF FORT FRANCES
COMMISSIONER FOR AFFIDAVITS IN ONTARIO
Name & Title
Sept 1 / 2011
Date

Honeywell Building Solutions

Signature (with authority to bind)
[Signature]
LUIS RODRIGUES, VP & CM ENERGY SOLUTIONS
Name & Title
SEPTEMBER 1 / 2011
Date

Schedule "A"

List of Facilities

Fort Frances Museum
Memorial Sports Centre
Sorting Gap Marina
Public Works Building
Fort Frances Cemetery
Riverview Cemetery
Civic Centre
Water Treatment Plant
Sewage Treatment Plant
Sister Kennedy Centre
East End Hall
Children's Complex
Airport Terminal
Airport Maintenance Garage

April 12, 2012

Report To: Doug Brown, Manager Operations & Facilities

From: Travis Rob, Sustainability Coordinator

RE: Honeywell Energy Audit Preliminary Findings and Finalizing the Scope of the Project.

Background:

On August 8, 2011 Council approved Honeywell Building Solutions Canada to conduct energy audits in 13 Town of Fort Frances facilities. Honeywell began working, gathering data and touring the facilities through January 2012. Honeywell also investigated two systems in addition to the original scope of the program, the street lighting system in the community and investigated the possibility of implementing a municipal WiFi system. Honeywell presented to the Town's administration, a draft report outlining the possible energy retrofit measures, energy savings, and payback on March 22, 2012.

Opportunities:

The study of the 13 Town of Fort Frances facilities has resulted in 47 original energy savings measures. The completion of all of these measures would result in an annual savings totaling \$335,483. These savings will completely fund the energy retrofit projects, resulting in a program that will not change the current or future operation or capital budgets. This project will allow the Town to proactively take care of many deferred maintenance issues within its facilities and avoid unexpected system failures and unforeseen expenses. The savings are comprised of both energy savings, from an increase in efficiency, and operational savings, from new equipment with warranty, new lamps, and better controls reducing equipment wear and tear. Administration removed seven (7) items from the scope of the project because they had either an unreasonably long payback or had an extremely high cost with questionable savings. These items have been listed in the following table.

Measure	Savings	Cost	Payback	Reason Removed
Humidifier Fuel Conversion - Civic Centre	\$ 2,829.00	\$ 85,385.00	30.18	High Cost, Low Payback, Replaces fairly new equipment
Improve Insulation - Daycare	\$ 139.00	\$ 21,009.00	151.14	Unreasonably long payback
All Measures at Fort Frances Cemetery	\$ 1,135.00	\$ 17,279.00	15.22	Unfeasible to renovate the large number of small old buildings at this location
Improve Insulation - Museum	\$ 64.00	\$ 5,883.00	91.95	Unreasonably long payback
Improve Insulation - Sister Kennedy Centre	\$ 79.00	\$ 4,903.00	62.68	Unreasonably long payback
Centrifuge - Sewage Treatment Plant*	\$ 63,953.00	\$ 620,873.00	9.71	May require opening Landfill C of A
Municipal WiFi	\$ 56,863.00	\$1,777,778.00	31.26	Long payback, extremely high cost
Total:	\$125,062.00	\$2,533,110.00	20.25	

*Looking into the ramifications to the landfill C of A, may revisit once more information is available.

The 2012 Capital budget allocated funding from the water reserve funds for upgrades to the existing heating system and variable frequency drives for the high lift pumps at the Water Treatment Plant, as well as building envelope upgrades at Riverview Cemetery from the cemetery trust fund. It was decided that to improve the overall payback, some key projects at the Water and Waste Water Treatment plants would be funded from the Sewer and Water Reserve Funds. The following table is an overview of the proposed project costs, savings, available grants and incentives, and simple payback.

Measures	Energy Savings	Operational Savings	Costs	Grants	Capital Infusion	Simple Payback (Yrs)
Lighting Retrofits	\$ 91,127.00	\$ 62,373.00	\$1,333,771.00	\$110,161.00	\$ 22,225.00	7.83
Building Envelope Improvements	\$ 11,099.00	\$ -	\$ 95,165.00	\$ 6,356.00	\$ 5,331.00	7.52
HVAC Control Improvements	\$ 16,396.00	\$ 3,599.00	\$ 319,634.00	\$ 17,638.00		15.10
HVAC System Improvements	\$ 5,020.00	\$ 5,346.00	\$ 641,714.00	\$ 2,097.00	\$107,893.00	51.30
Car Plug Controls	\$ 1,130.00	\$ -	\$ 11,204.00	\$ 1,485.00		8.60
Ice Plant Improvements	\$ 20,876.00	\$ -	\$ 110,424.00	\$ 31,426.00		3.78
Water Treatment Improvements	\$ 5,327.00	\$ 1,200.00	\$ 205,926.00	\$ 9,670.00	\$196,256.00	0.00
Sewage Treatment Improvements	\$ 21,598.00	\$ (4,000.00)	\$ 220,850.00	\$ 32,564.00	\$188,286.00	0.00
TOTAL	\$ 172,573.00	\$ 68,518.00	\$2,938,688.00	\$211,397.00	\$519,991.00	9.16
	\$241,091.00					

The total cost above, does not include the cost of the study, engineering and project management to implement the cost savings measures. A copy of the toggle sheet outlining the proposed cost saving measures, study cost, engineering and project management costs is provided attached to this report. Also a copy of section 3 and section 4 of the draft Energy and Facility Renewal Report is attached.

Energy Performance Contract:

Honeywell has proposed an alternative delivery method to the traditional tendering program. Honeywell wishes to partner with the Town of Fort Frances in an energy performance contract. In doing so Honeywell undertakes the procurement, engineering, installation and commissioning of all energy retrofit items approved by the Town. This alternative delivery method is widely utilized across Canada and in Northwestern Ontario, including the Rainy River District School Board. Once the Town finalizes the scope of the project, Honeywell will then finalize the study report and begin to move forward with the project, once Council approval is obtained. With an energy performance contract, for a 15-year term, Honeywell will guarantee the project costs and the savings that the Town will incur, detailed in the attached toggle sheet. Honeywell will also complete an annual review of the performance of the energy retrofits to insure they are meeting the established energy savings targets. Honeywell's guarantee begins when construction completes. Once construction is completed the savings guarantee is based on the baseline energy consumption, with the additional

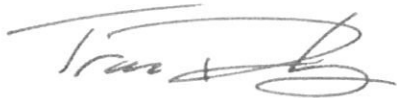
savings due to rising energy and operational costs being a direct benefit to the Town. This method removes all the risk from the Town and allows for a project that is totally self-funded. Honeywell will work with the Town to develop a financing model such that these savings will completely pay for the costs, therefore there would be no effect to the on-going operating budget.

Conclusions:

Moving forward, partnering with Honeywell, to complete a large scale energy retrofit and facility renewal project through an energy performance contract will allow the Town to address some of its pressing deferred maintenance issues within core buildings before a critical failure occurs for example the possible failure of the boilers at the Civic Center which are nearing the end of their useful life at 36 years old. Now compare the scheduled replacement of the boilers to the recent unplanned replacement of the two air-conditioning units in the same building that completely failed due to reaching the end of their useful life.

The cost and savings guarantee provided by Honeywell removes the risk to the Town in undertaking such a large project, as there is an onus on Honeywell to be accurate in the design and implementation, resulting in quality work and equipment that should last for years beyond the 15 year contract term.

Respectfully submitted,

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

Travis Rob, EIT
Sustainability Coordinator

2012Aprilenergyproject4.doc

Agenda Item # 7.3 ...

Town of Fort Frances		SAVINGS SUMMARY			Overall Payback after Grants and Incentives, without rate escalation							12.23
ID#	COST SAVING MEASURES (CSM)	IN OUT	Utility \$	Ops \$	Total Savings	Total Sale Price	Simple Payback	Town Cash Infusion	Grants, Incentives (does not include study grants)	Payback with Incentives		
Airport												
IIM-1	Lighting Systems Upgrade & Controls - Airport	x	\$2,112	\$176	\$2,288	\$24,587	10.75		\$1,209	10.22		
IIM-10	Building Envelope - Airport	x	\$1,130	\$0	\$1,130	\$9,538	-		\$933	7.61		
Civic Centre												
IIM-1	Lighting Systems Upgrade & Controls - Civic Centre	x	\$10,841	\$3,574	\$14,415	\$122,531	8.50		\$9,414	7.85		
IIM-4	Control System Upgrades & Scheduling - Civic Centre	x	\$8,795	\$1,319	\$10,114	\$177,278	17.53		\$11,031	16.44		
IIM-8	Car Plug Controls - Civic Centre	x	\$303	\$0	\$303	\$5,602	-		\$443	17.03		
IIM-5	Heating Plant Upgrades - Civic Centre	x	\$1,827	\$2,258	\$4,085	\$215,565	52.77		\$498	52.65		
IIM-10	Building Envelope - Civic Centre	x	\$2,306	\$0	\$2,306	\$21,638	-		\$628	9.11		
Daycare												
IIM-1	Lighting Systems Upgrade & Controls - Daycare	x	\$602	\$79	\$682	\$13,067	19.17		\$1,392	17.13		
IIM-10	Building Envelope - Daycare	x	\$371	\$0	\$371	\$4,964	-		\$467	12.14		
East End Hall												
IIM-1	Lighting Systems Upgrade & Controls - East End Hall	x	\$70	\$70	\$140	\$2,007	14.37		\$323	12.05		
IIM-11	Improve Building Insulation - East End Hall	x	\$256	\$0	\$256	\$5,602	-		\$65	21.60		
IIM-10	Building Envelope - East End Hall	x	\$333	\$0	\$333	\$3,105	-		\$420	8.05		
Memorial Sports Centre												
IIM-1	Lighting Systems Upgrade & Controls - Memorial Sports Centre	x	\$13,138	\$2,735	\$15,873	\$212,241	13.37		\$19,765	12.13		
IIM-4	Control System Upgrades & Scheduling - Memorial Sports Centre	x	\$7,601	\$2,280	\$9,881	\$83,862	8.49		\$6,607	7.82		
IIM-6	Ice Refrigeration Plant Upgrades - Memorial Sports Centre	x	\$20,876	\$0	\$20,876	\$110,424	-		\$31,426	3.78		
IIM-10	Building Envelope - Memorial Sports Centre	x	\$2,565	\$0	\$2,565	\$20,164	-		\$681	7.60		
Museum												
IIM-1	Lighting Systems Upgrade & Controls - Museum	x	\$1,152	\$0	\$1,152	\$12,282	-		\$1,946	8.97		
IIM-4	Control System Upgrades & Scheduling - Museum	x	\$0	\$0	\$0	\$58,494	-		\$0	-		
IIM-10	Building Envelope - Museum	x	\$500	\$0	\$500	\$4,300	-		\$630	7.34		
Public Works Garage												
IIM-1	Lighting Systems Upgrade & Controls - Public Works Garage	x	\$4,442	\$286	\$4,728	\$69,332	14.66		\$6,747	13.24		
IIM-8	Car Plug Controls - Public Works Garage	x	\$827	\$0	\$827	\$5,602	-		\$1,042	5.51		
IIM-10	Building Envelope - Public Works Garage	x	\$1,349	\$0	\$1,349	\$11,747	-		\$341	8.45		
RV Cemetery												
IIM-1	Lighting Systems Upgrade & Controls - RV Cemetery	x	\$165	\$80	\$245	\$6,884	28.13		\$529	25.97		
IIM-10	Building Envelope - RV Cemetery	x	\$834	\$0	\$834	\$3,734	-		\$1,050	3.22		
Sister Kennedy Centre												
IIM-1	Lighting Systems Upgrade & Controls - Sister Kennedy Centre	x	\$925	\$307	\$1,232	\$13,202	10.71		\$1,741	9.30		
IIM-10	Building Envelope - Sister Kennedy Centre	x	\$371	\$0	\$371	\$3,338	-		\$467	7.75		
Sorting Gap Marina												
IIM-1	Lighting Systems Upgrade & Controls - Sorting Gap Marina	x	\$110	\$137	\$247	\$3,217	13.05		\$370	11.55		
IIM-10	Building Envelope - Sorting Gap Marina	x	\$382	\$0	\$382	\$1,510	-		\$481	2.70		
WWTP												
IIM-1	Lighting Systems Upgrade & Controls - WWTP	x	\$552	\$23	\$575	\$7,112	12.37	\$6,513	\$598	11.33		
IIM-2A	Install Fine Bubble Aeration System (No Blower Replacement) - WWTP	x	\$21,598	(\$4,000)	\$17,598	\$220,850	12.55	\$188,286	\$32,564	10.70		
IIM-2B	Install Fine Bubble Aeration System (New Blowers) - WWTP	OUT	\$0	\$0	\$0	\$0	-	\$0	\$0	-		
IIM-3	Install Centrifuge (Biosolids De-watering) - WWTP	OUT	\$0	\$0	\$0	\$0	-	\$0	\$0	-		
IIM-10	Building Envelope - WWTP	x	\$189	\$0	\$189	\$1,212	-	\$1,164	\$48	6.18		
WTP												
IIM-1	Lighting Systems Upgrade & Controls - WTP	x	\$1,557	\$405	\$1,962	\$17,765	9.05	\$15,711	\$2,054	8.01		
IIM-5	Heating Plant Upgrades - WTP	x	\$694	\$1,388	\$2,082	\$108,091	51.91	\$107,893	\$198	51.81		
IIM-7A	Install VFD Drive and IIE Motors (HLPs) - WTP	OUT	\$0	\$0	\$0	\$0	-	\$0	\$0	-		
IIM-7B	Install New High Lift Pumps - WTP	x	\$5,327	\$1,200	\$6,527	\$205,926	31.55	\$196,256	\$9,670	30.07		
IIM-7C	Install New High Lift Pumps (Upgrade Discharge Piping) - WTP	OUT	\$0	\$0	\$0	\$0	-	\$0	\$0	-		
IIM-10	Building Envelope - WTP	x	\$513	\$0	\$513	\$4,314	-	\$4,167	\$147	8.13		
City Wide												
IIM-12	Streetlighting Upgrade (LED)	x	\$55,462	\$54,500	\$109,963	\$829,544	7.54		\$64,073	6.96		
Facility Renewal Measures												
IIM-8	Pool Dry-O-Tron Upgrade - Memorial Sports Centre	x	\$1,768	\$900	\$2,668	\$221,031	82.84		\$481	82.66		
IIM-10	HVAC Upgrade - Daycare	x	\$731	\$800	\$1,531	\$97,027	63.39		\$920	62.78		
Project Measures Grand Total		x	\$172,573	\$68,518	\$241,091	\$2,936,688	12.19	\$519,991	\$211,397	9.16		
Engineering						\$85,236		\$ 18,593				
Project Management, Site Supervision & Commissioning						\$247,498		\$ 47,545				
Project Development (EFFF)						\$176,720		\$ 33,399				
Owner Training						\$28,571						
Communication & Awareness Option A (Base Bid)						\$26,131						
Construction M&V						\$33,603						
Annual M&V						-\$12,608						
Total Honeywell Costs						\$228,483	\$3,536,448	15.48	\$ 619,527.76	\$211,397	11.84	
Additional Incentives:												
a SaveOnEnergy (Study)						-\$21,884						
b NOFC (Northern Heritage Grant)						\$0						
c Union Gas Incentive (Study)						-\$10,000						
Cash allowance for FFPC Streetlighting Labour						\$120,244						
Town of Fort Frances Total Cost						\$228,483	\$3,624,808	15.86	\$ 619,527.76	\$211,397	12.23	

Planning & Development Executive Committee

Report

Date: 2012 April 16th
To: Mayor & Council
From: Rick Hallam, CBCO, CRBO, Supt. Planning & Development Div.
Subject: Request for return of fee re; ZBL 8/98-VV

At their meeting held 2012 April 16th the Planning & Development Executive received a request from Mr. Bruce Whalen for the return of a fee paid for a Zoning By-Law Amendment that was withdrawn during process and prior to completion.

Information received at the meeting from the Municipal Planner reveals that expenses have been incurred by the Town on Mr. Whalen's behalf, which include for staff time, disbursements and advertising. In this regard staff have calculated that \$735.00 have been expended on this issue to date.

It is the recommendation of PDEC that a refund of the difference between the fee paid and the expended amount be returned to Mr. Whalen. That being an amount of \$963.90

Respectfully Submitted,
Planning & Development Executive Committee,



R. Hallam, CBCO, CRBO
Superintendent
Planning & Development Division

RECOMMENDED
PLANNING & DEVELOPMENT
DATE: 2012 AP 16
DIV. MNG. 
EXECUTIVE COMM. 

Council approval of this report will: Approve a refund to Mr. Bruce Whalen in the amount of \$963.90, being the difference between the amount paid and the amount expended.



THE TOWN OF FORT FRANCES

I am writing this letter to the Town OF Fort Frances asking for a refund of \$1,698.90 that I paid for on a zoning Amendment at 815 MCLRIVNE Rd.

Because of a Site PLAN CONTROL and other Financial reasons I have found a better Location to build a Car Wash. I also understand that this meeting has not even been to the Town Council meeting yet. I don't think there should be a problem getting most of my money back.

I understand that the town spent some money on advertizing, News Paper, Radio, but I should still get most of the Money back. If everything works out on this other property I'm looking at, I may need my money for rezoning on that property.

Thank you

Bruce Whalen



**TOWN OF FORT FRANCES
ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2012/42**

To: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: April 17, 2012
SUBJECT: FFHS Chem Free Grad Financial Request

BACKGROUND

At the April 9, 2012 Council Meeting the letter received from Brian Gustafson, Staff Advisor – Fort Frances High School (FFHS) Chem Free Grad Committee to waive the arena and auditorium rental fees was referred to the Administration & Finance Executive Committee for recommendation.

The Fort Frances High School graduation and chem. free grad party will take place on June 21, 2012 at the Memorial Sports Centre. In the past Council has approved financial donations to the FFHS to offset their cost of the arena and auditorium rental fees. As indicated in the attached rental contract the rental fee for their event totals \$995.24 (\$880.75 plus HST).

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of a financial contribution in the amount of \$995.24 to the Fort Frances High School Chem Free Grad as a Council Public Relations Expense.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve a financial contribution in the amount of \$995.24 to the Fort Frances High School Chem Free Grad Committee as a Council Public Relations Expense.

...



FFHS Chem Free Grad
Fort Frances High School
c/o Brian Gustafson
440 McIrvine Road
Fort Frances, ON
P9A 3T8
Phone: 807-274-7747
Fax: 807-274-5171
E-mail: bgustafson@mail.rrdsb.com



March 21, 2012

Fort Frances Mayor and Town Council
320 Portage Avenue
Fort Frances, ON
P9A 3M5

Dear Mayor and Council:

Every spring, planning goes into high gear for the preparation of the best possible Chem Free Grad party for the graduates of Fort Frances High School. Parents have already begun the planning necessary to provide their children with a safe, alcohol and substance free environment in which to celebrate their high school accomplishments. As a committee, we rely on the support and generous contributions of the Fort Frances community and surrounding area. We thank the Town of Fort Frances for being one of these outstanding contributors year after year.

We again are requesting that the Town of Fort Frances waive the rental fees for the arena and auditorium, totalling \$880.75, for the 2012 FFHS Chem Free Grad Party taking place of June 21 in the form of a donation. If there are specifics required regarding the Chem Free Grad Party in order to process this request, please contact me at the address given above or by phone at 274-7747 ext. 525.

We thank you for your time and consideration in this matter.

Respectfully yours,

Brian Gustafson
Staff Advisor – FFHS Chem Free Grad Committee



1/23/2012/MON 11:04 AM

FAX No.

P. 001

Rental Contract / Permit

Printed: 23 Jan 2012, 10:02 AM

User: lynner

Contract #: 7483
Date: 23 Nov 2011

User: lynner
Status: Tentative

Memorial Sports Centre, 740 Scott Street, Fort Frances, Ontario P9A 1H8 hereby grants Fort Frances Chem Free (hereinafter called the "Licensee") represented by Brian Gustafson, permission to use the Facilities as outlined, subject to the Terms and Conditions of this Agreement contained herein and attached hereto all of which form part of this Agreement.

i) Purpose of Use
Graduation
Chem Free Grad

ii) Conditions of Use
If your group/organization is charging an admission fee, a \$1.00 surcharge per person will be collected upon payment. The Memorial Sports has an exclusive agreement with PEPSI and only pepsi products be used.

iii) Date(s) and Time(s) of Use
of Bookings: 12 Starting: Mon 18 Jun 12 12:00 AM Expected: 0
Ending: Fri 22 Jun 12 02:00 AM

Facility/Equipment	Day	Start Date	Start Time	End Date	End Time	Fee	XFee	Tax	Total
Memorial Sports Centre - Auditorium	Mon	18 Jun 2012	12:00 AM	18 Jun 2012	01:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Memorial Sports Centre - 52 Canadians Arena	Mon	18 Jun 2012	06:30 AM	18 Jun 2012	11:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Memorial Sports Centre - Auditorium	Mon	18 Jun 2012	06:00 AM	19 Jun 2012	12:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Memorial Sports Centre - Auditorium	Tue	19 Jun 2012	12:00 AM	19 Jun 2012	01:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Memorial Sports Centre - 52 Canadians Arena	Tue	19 Jun 2012	06:30 AM	19 Jun 2012	11:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Memorial Sports Centre - Auditorium	Tue	19 Jun 2012	06:00 AM	20 Jun 2012	12:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Memorial Sports Centre - Auditorium	Wed	20 Jun 2012	12:00 AM	20 Jun 2012	01:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Memorial Sports Centre - 52 Canadians Arena	Wed	20 Jun 2012	06:30 AM	20 Jun 2012	11:00 PM	\$0.00	\$0.00	\$0.00	\$0.00
Memorial Sports Centre - Auditorium	Wed	20 Jun 2012	06:00 AM	21 Jun 2012	12:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Memorial Sports Centre - Auditorium	Thu	21 Jun 2012	12:00 AM	21 Jun 2012	01:00 AM	\$0.00	\$0.00	\$0.00	\$0.00
Memorial Sports Centre - Auditorium	Thu	21 Jun 2012	06:00 AM	22 Jun 2012	12:00 AM	\$385.78	\$0.00	\$50.16	\$435.94
Memorial Sports Centre - 52 Canadians Arena	Thu	21 Jun 2012	06:00 AM	22 Jun 2012	02:00 AM	\$494.96	\$0.00	\$64.34	\$559.30

iv) Additional Fees

v) Payment Method

Rental Fees	Extra Fees	Tax	Rental Total	Damage Deposit	Total Applied	Balance	Current
\$680.75	\$0.00	\$114.49	\$995.24	\$0.00	\$0.00	\$995.24	\$0.00

Balance of rental due and payable immediately.

vi) Other Information

Page: 1



Ken Perry
<lakracer@yahoo.ca>

18/04/2012 02:27 PM

Please respond to
Ken Perry
<lakracer@yahoo.ca>

To "gtreftlin@fort-frances.com" <gtreftlin@fort-frances.com>

Roy Avis <ravis@fort-frances.com>, John Albanese
cc <jalbanese@nwhu.on.ca>, Andrew Hallikas
<hallikas@shaw.ca>, Paul Ryan <gpryan70@hotmail.com>,

bcc

Subject DSSAB

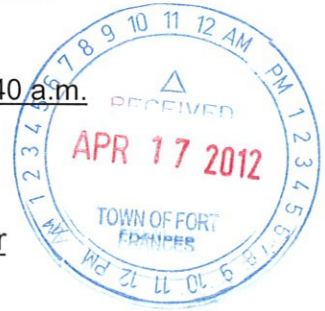
Glenn: Reading through my information re: the regular RRDSSAB monthly meeting, there is a report from the CAO who is also the Land Ambulance manager, where he states that the Emergency Room situation in Rainy River caused by Doctor shortages has been alleviated at least until Sept. 1, 2012. As you are aware this "situation" has caused the Town to remit into a special fund on a monthly basis to the dssab. Being that Sept. is 2/3 of the way through the year and this transfer will come back to the Town if it is not needed, maybe we at the Town should request that under the circumstances the RRDSSAB should begin to refund to the Municipalities the known surpluses that are in the "special fund". It should be suggested that for the reason that the Muni's remit on a monthly basis the funds should be returned on the same basis, or at the very least on a quarterly basis. If this were to commence on July first the Board would still retain the second quarter's contributions while refunding the the first quarter so that the muni's could return the funds to their own accounts to receive interest on the deposits or use the monies for their own needs. This practice could continue on at a monthly or quarterly time frame until the funds are either needed by the RRDSSAB or the situation is permanently rectified. If this subject were included with our meetings packages for Monday evening, the Committee of the Whole could address it and commence the process. Possibly a resolution could be prepared. Regards Ken.

WASTE DISPOSAL SITE MONTHLY INSPECTION FORM

MONTH: March 2012 INSPECTION DATE/TIME: April 11, 2012 @ 10:40 a.m.

OPERATOR: Tom Veert

TOWN OF FORT FRANCES REPRESENTATIVE: Douglas Herr



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

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

GENERAL COMMENTS:

1. Garbage Disposal Area – Keep garbage covered on a regular basis. Town contacted AbitibiBowater to commence hauling of sludge for cover material. Garbage turn around area is in satisfactory condition.

2. Steel Refuge Area: Turn around area in satisfactory condition. Metals should be push up to make more room to turn vehicles around. Sign (existing) to reinstated, knocked over.

3. Propane tank disposal area: satisfactory condition.

4. Appliance Refuge Area: satisfactory condition.

Agenda Item # 9.1 ...

5. Wood Refuge: Wood refuge turn around area in satisfactory condition.
6. Weigh scale operating well since the last inspect.
7. Contractor to arrange to have blow paper and plastics cleaned up. This should be done fairly soon.

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

P:Landfill Inspection Form - March 2012



Ontario Clean Water Agency
Agence Ontarienne Des Eaux

Fort Frances WPCP
200 McIrvine Rd
PO Box 712
Fort Frances, Ontario
P9A 3N1
Tel: 807-274-3121
Fax: 807-274-8381



April 10, 2012

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

Attention: Mr. Doug Herr
Environmental and Facilities Superintendent

Dear Doug:

Re: Fort Frances Wastewater Treatment Facility
March 2012 Monthly Report

As per the operating agreement, the attached document is the March 2012 monthly report for the Fort Frances Wastewater Treatment Facility.

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

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

Yours truly,

A handwritten signature in blue ink, appearing to read "Kelly Cunningham".

Kelly Cunningham
Senior Operator

For Larry Wachter
Operations Manager

**The Corporation of the Town of Fort Frances
Wastewater Treatment Plant
(Sewage Plant)
March 2012 Monthly Operations Report**

INTRODUCTION

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of March 2012; 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 received and operates its operation under *Certificate of Approval Number 3-0049-96-006*, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval outlines the terms and conditions and the report captures these terms and conditions in the following sections.

LABORATORY

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

MARCH 2012 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	3.4 mg/L	25 mg/L	15 mg/L	18.5 kg/d	225 kg/d	135 kg/d
Suspended Solids	7.9 mg/L	25 mg/L	15 mg/L	44.8 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.26 mg/L	1.0 mg/L	1.0 mg/L	1.45 kg/d	9 kg/d	9 kg/d
Ammonia as N	1.20 mg/L					
Nitrite as N	0.18 mg/L					
Nitrate as N	5.92 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		12.3 count/100 ml (geometric mean)		200 cnt/100ml (geometric mean)		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH			pH range 7.1 to 7.6; average pH was 7.3			
Temperature degrees C			Temperatures ranged from 9.0-9.5 average temperature of effluent at 9.2			

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

WASTEWATER LIQUID PROCESS

The average daily flow for March was 5,612.9 m³/day; representing 63% of the design average flow. Total treated flow for the month was 173,999 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 Certificate of Approval.

INVENTORY

Chemical	End of Month Status	Units
Hypochlorite	350 +/- @ 8.0% + 410 @ 11%	Litres
Alum	18.5 +/- @ 65 %	Cubic meters
Polymer	30 Bags (750 kg)	Bags (25 kg/bag)

MAINTENANCE

The operators performed the routine operations and maintenance at the treatment plant and pumping stations. The activities are highlighted as follows:

Treatment Plant:

- Alternated lead/lag pumps
- Adjusted fluidizing water to headcell and grit snail as needed
- Greased GBT, mechanical bar screen and grit snail. Lubricated drive chain on grit snail and bar screen
- Hot water flushed alum lines
- Regular cleaning of head works EW basket strainer
- Exercised portable generators
- Adjusted packing thickener feed pump
- Pulled and cleaned both grit pumps
- Flushed digester level sensor and purged pod
- Greased all blowers
- Regular cleaning of seal water strainer TFP 9-5
- Cleaned grit from head works inlet channel
- Replaced air filter on blowers 3
- Acid washed all three UV banks
- Drained and inspected grit snail and teacup and removed debris
- Replaced lamps UV bank 3 and changed 3 fuses
- Calibrated automatic samplers
- Cleaned polymer injector and fittings
- Serviced ASU-01 and ASU-02 and replaced filter elements
- Greased clarifier drives
- Hosed aeration cells and walkways

Pump Stations:

- Ran all gen sets
- Cleaned all seal water strainers
- Back flushed Central avenue lift station pumps 2 and 3 and cleared air lock
- Purged bubbler system at White Pine lift station
- Replaced batteries in UPS at Fifth Street lift station

OPERATIONAL ISSUES

The facility met all operational requirements for the month.

SLUDGE SUMMARY

The volume directed to the gravity belt thickener totaled 789.2 m³ for the month. Hammond Landscaping (Certificate of Approval Hauler # 11000025801) hauled/transported 244.0 m³ (average 11.1 m³/load) to the agricultural drying bed. The Organic Soil Conditioning site has a valid Certificate of Approval - number S-71048-31.

COMPLAINTS

BY-PASS REPORT(S)

There were no by-pass events during the report period.

COMMENTS

Plant power consumption for the month was 657 (x 180 multiplier) kWh.

Annual crane inspections were completed.

The failure of the recirculation pump in the secondary digester will require a modified operational plan to achieve reasonable mixing until a replacement pump is on site.

The John Deere tractor and mower is at Parks and Rec. for repair and maintenance.

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)

Month	Sewage Flows Year 2012					Usage	Sludge	Removal Efficiency
	Avg. Day Flow	Max Day Flow	Total Treated	Total ByPass	Total Volume	% Plant Capacity	Volume Hauled	CBOD5
	m3	m3	Volume ML	Volume ML	ML		M3	Suspended Solids
								Total Phosphorus
January	5023.5	5582	155729		155729	56%	186.2	
February	4854.2	5248	140772		140772	54%	210.5	
March	5612.9	8655	173999		173999	62%	244	
April						0%		
May						0%		
June						0%		
July						0%		
August						0%		
September						0%		
October						0%		
November						0%		
December						0%		
Sum				0	470500		640.7	
Average	5164		156833		156833	55%		
Max		8655	173999		173999			
C of A	9000	18000						

Month	CBOD5				Suspended Solids				Total Phosphorus				E. Coli		pH	
	Avg Raw CBOD (mg/L)	Avg. Eff. CBOD (mg/L)	Avg. Load CBOD (kg/day)	S.S (mg/L)	Avg Raw S.S (mg/L)	Avg. Eff. S.S (mg/L)	Avg. Load S.S (kg/day)	T.P (mg/L)	Avg Raw T.P (mg/L)	Avg. Eff. T.P (mg/L)	Avg. Load T.P (kg/day)	Geo Mean Counts /100ml	Monthly Minimum	Monthly Maximum		
January	67.4	2.3	11.3		144.5	7.5	37.7	2.5	2.5	0.19	0.93	10.1	6.6	7.9		
February	70.6	2.6	12.5		147.7	8.1	39.3	2.3	2.3	0.22	1.09	8.8	7.1	7.8		
March	75.3	3.4	18.5		139.1	7.9	44.8	2.1	2.1	0.26	1.44	12.3	7.1	7.6		
April																
May																
June																
July																
August																
September																
October																
November																
December																
Average	71.1	2.8	14.1		143.8	7.8	40.6	2.3	2.3	0.2	1.2	10.4	6.9	7.8		
Max	75.3	3.4	18.5		147.7	8.1	44.8	2.5	2.5	0.26	1.44	12.3	7.1	7.9		
C of A		25	225			25	225			1	9	150	6	9.5		

Agenda Item # 9.3 ...

Sewer & Water data for 2012
up-dated April 9th, 2012

Sewer & Water Data for 2012		2012		2012		2012		2012		2012		2012		2012		2012		2012	
updated April 9th, 2012		Total	daily	Couch.	Couch.	Couch.	2 Water	Couch.	Couch.	Couch.	Total	daily	Treated	Treated	Difference	Infiltration			
Month	Days	Sewage	Sewage	Wastewater	Wastewater	W	Water	W	WW-W	WTP	WTP	WTP	STP-WTP	daily average					
per month		cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	monthly	daily					
2012		monthly	daily	monthly	daily	monthly	daily	monthly	monthly	monthly	monthly	monthly	monthly	daily					
January	31	155729	5023.5	7469	240.9	7677.50	247.66	-208.50	144850	4672.58	10879	350.94							
February	29	140772	4854.2	7650	263.8	7677.50	264.74	-27.50	132070	4554.14	8702	300.07							
March	31	173999	5612.9	9543.97	307.9		0.00	9543.97	140800	4541.94	33199	1070.94							
April	30		0.0		0.0		0.00	0.00		0.00	0.00	0.00							
May	31		0.0		0.0		0.00	0.00		0.00	0.00	0.00							
June	30		0.0		0.0		0.00	0.00		0.00	0.00	0.00							
July	31		0.0		0.0		0.00	0.00		0.00	0.00	0.00							
August	31		0.0		0.0		0.00	0.00		0.00	0.00	0.00							
September	30		0.0		0.0		0.00	0.00		0.00	0.00	0.00							
October	31		0.0		0.0		0.00	0.00		0.00	0.00	0.00							
November	30		0.0		0.0		0.00	0.00		0.00	0.00	0.00							
December	31		0.0		0.0		0.00	0.00		0.00	0.00	0.00							
Total	366	470500		24662.97	338.3	15355	256.20		417720	4590	-417720.00	-1141.31							
Monthly Average																			

Administration & Finance Department Stats
for the period ending March 31, 2012

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Revenue													
Tax Certificates	\$ 230.00	\$ 287.00	\$ 575.00										\$ 1,092.00
Business Licenses	14,148.25	5,948.20	5,085.55										\$ 25,182.00
Liquor Licenses	1,283.73	75.00	1,008.13										\$ 2,366.86
Town Property Rental	353.40	353.40	364.60										\$ 1,071.40
Fort Frances Portion of POA Fines													\$ -
Net Gas/Purchase Card Rebates													\$ -
Death/Still Birth Registrations	502.35	265.95	354.60										\$ 1,122.90
Marriage Licenses	267.10	400.75	867.75										\$ 1,335.60
Civil Marriage		618.00	758.65										\$ 1,376.65
Birth Certificates	5.40		5.40										\$ 10.80
Commissioning Oaths/Affidavits	131.55	27.45	71.25										\$ 230.25
Investment Income	708.78	281.69	1,540.98										\$ 2,531.45
Sale of Land													\$ -
Administration Service Charges	206.70	12,583.57	14,324.84										\$ 27,115.11
	\$ 17,897.20	\$ 20,841.01	\$ 24,757.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,496.12
Accounts Receivable													
Balance Forward	383,485.48	241,376.79	195,134.02										
Invoices/Debits	126,268.73	123,145.78	133,347.80										
Payments/Credits	(268,817.79)	(170,117.04)	(173,673.10)										
Interest Applied	440.37	728.49	229.79										
Total Amount Owng	\$ 241,376.79	\$ 195,134.02	\$ 155,038.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,398.65
A/R Invoices Processed													
General/By-Law	8	22	10										40
Daycare	0	54	50										104
Airport	19	5	16										40
Landfill	29	27	34										90
Public Works	3	5	3										11
Sewer	5	3	6										14
Water	14	9	14										37
Fire Department	0	0	0										0
Minitorial Sports Centre	36	17	16										69
Fort Frances Power Corp	0	0	0										7
Invoices Issued by Month	114	142	156	0	0	0	0	0	0	0	0	0	412
NSF/Returned Payments													
Day Care	0	0	4										4
Memorial Sports Centre	2	2	3										7
Utilities	4	7	0										11
Taxation	1	0	1										2
Other	1	0	1										2
Taxes													
Balance Forward	\$ 977,809.74	\$ 6,886,890.04	\$ 3,252,413.35										
Tax Billings/Debits	5,431,054.59	1,274.62	11,475.09										
Payments/Credits	(533,957.33)	(3,046,675.96)	(1,935,005.26)										
Interest Applied	11,623.84	10,923.38	13,450.01										
Total Amount Owng	\$ 6,886,890.04	\$ 3,252,413.35	\$ 1,342,229.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,997.33

	January	February	March	April	May	June	July	August	September	October	November	December	TOTALS
Tax Arrears Notices Mailed/Letters with no payment plans	179	163	354										
# Tax Sale Registrations	30	26	24	1									
# Write offs (MOS/357 Applications)	0	0	4										4
Write-off - Municipal Portion			\$ 288.18										\$288.18
# of Charity Rebates	0	0	1										1
Charity Rebates - Municipal Portion			\$ 4,731.21										\$4,731.21
# Vacancy Rebates	0	0	2										2
Vacancy Rebates - Municipal Portion			\$ 5,419.41										\$5,419.41
E.D. Financial Incentive Plan													
Demolition Grant	0	0	0										\$0.00
Grant-In-Lieu of Taxes													\$0.00
Water & Sewer													
Balance Forward	\$1,059,244.55	\$ 399,813.35	\$ 317,807.28										
W/S Billings/Debits		884.99	757,250.45										
Payments/Credits	(670,249.30)	(84,319.03)	(677,263.21)										
Interest Applied	818.10	1,428.85	872.16										
Total Amount Owng	\$ 369,813.35	\$ 317,807.28	\$ 368,666.66										\$ 3,119.11
Bi-Monthly Water/Sewer Bills Issued	3,353		3,355										6,718
Final Billings Issued		36											36
Letter Notices Mailed		433											433
Registered Letters		69											69
Disconnections		1											1
Reconnections		1											1
Provincial Offences													
Fines Paid	\$ 26,619.00												\$ 26,619.00
Outstanding Fines (pre & post transfer)	\$1,836,749.00												
CBCCL Collections (pre-transfer)	\$ 60.00	\$ 1,774.73											\$ 50.00
CBCCL Collections (post-transfer)	\$ 605.85	\$ 1,774.73											\$ 2,380.38
Total CBCCL Collected	\$ 665.85	\$ 1,774.73						\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 2,430.38
Hours spent on Collections	40	45											85.0
Notice of Default - mailed out	48												48
New Charges Filed	152												152
Court Room Operating Hours	3												3.0
Charges Disposed (Before or at Trial)													
Failed to Attend - Convicted	0												0
Plead Guilty	13												13
Withdrawn	3												3
Quashed	6												6
Stayed	0												0
Dismissed/Acquitted	1												1
Plead Not Guilty - Convicted	3												3
Other	1												1
Total	27	0	0	0	0	0	0	0	0	0	0	0	27

**Town of Fort Frances
General Fund (Operating)
Actuals as at March 31, 2012**

	Actuals to Date	DRAFT 2012 Budget	Variance
CORPORATE			
050 Municipal Tax Levy (Interim Tax Levy)	(6,300,741.75)	(10,792,802.00)	(4,492,060.25)
051 Education Tax Levy		(2,029,218.00)	(2,029,218.00)
052 Supp/Omit Municipal Tax Levy		-	-
053 Supp/Omit Education Tax Levy		-	-
056 W/O Municipal	5,707.59	-	(5,707.59)
057 W/O Education	4,165.83	-	(4,165.83)
061 OMPF	(809,850.00)	(3,239,400.00)	(2,429,550.00)
062 Payments-in-Lieu	(21,284.04)	(769,786.00)	(748,501.96)
080 Prior Year Surplus		(82,364.00)	(82,364.00)
110 Mayor & Council	97,646.80	540,310.00	442,663.20
112 Contribution to Reserves & Reserve Funds	-	750,000.00	750,000.00
113 Long Term Debt	112,587.05	819,210.00	706,622.95
115 Election	-	-	-
161 Riverside Health Care/Dr Recruitment	16,982.34	71,500.00	54,517.66
161 Clinic Financing Interest		20,000.00	20,000.00
162 RR DSSAB	520,724.31	2,082,397.00	1,561,672.69
163 Rainycrest	75,784.77	303,140.00	227,355.23
164 Northwestern Health Unit	122,079.43	366,240.00	244,160.57
820 Economic Development	(9,707.07)	182,000.00	191,707.07
830 Solar Panel Project	2,689.88	(34,890.00)	(37,579.88)
991 English Public School Board	418,572.87	1,635,932.00	1,217,359.13
992 English Separate School Board	100,737.32	387,342.00	286,604.68
993 French Public School Board	474.46	1,606.00	1,131.54
994 French Separate School Board	1,201.94	4,338.00	3,136.06
Total Corporate	(5,662,228.27)	(9,784,445.00)	(4,122,216.73)
ADMINISTRATION AND FINANCE			
070 Other Unassigned Revenue	(72,799.69)	(339,000.00)	(266,200.31)
120 Administration	81,633.59	377,975.00	296,341.41
121 Admin Vehicle	1,122.25	2,820.00	1,697.75
122 Municipal Buildings	7,921.15	63,630.00	55,708.85
125 HR Department	3,859.83	41,500.00	37,640.17
130 Clerk	40,898.68	161,830.00	120,931.32
140 Treasury	124,543.86	441,451.00	316,907.14
910 PUC Administration	15,372.85	90,300.00	74,927.15
Total Administration and Finance	202,552.52	840,506.00	637,953.48
COMMUNITY SERVICES			
211 Emergency Services	238,448.99	1,001,922.00	763,473.01
227 Emergency Measures	5,055.87	19,553.00	14,497.13
228 911 Service	9,570.63	17,500.00	7,929.37
231 Police Revenue	(2,753.41)	(25,000.00)	(22,246.59)
232 Police Services Board	871.07	17,380.00	16,508.93

**Town of Fort Frances
General Fund (Operating)
Actuals as at March 31, 2012**

		Actuals to Date	DRAFT 2012 Budget	Variance
233	Police Administration	451,363.38	2,598,509.00	2,147,145.62
622	Sister Kennedy Centre	9,665.04	30,200.00	20,534.96
641	Fort Frances Children's Complex	11,921.94	75,530.00	63,608.06
643	Toy Lending Library/Resource	(5,110.90)	5,300.00	10,410.90
644	Day Care Resource Teacher	(3,321.58)	3,365.00	6,686.58
645	Best Start Special Needs	(3,066.26)	1,030.00	4,096.26
653	Handi-Transit System	25,390.78	93,860.00	68,469.22
713	Townshend Theatre	(1,088.89)	-	1,088.89
722	Recreation Facilities	108,278.96	461,250.00	352,971.04
725	Recreation Programs	(20,951.19)	139,330.00	160,281.19
732	Community Services	31,258.60	148,560.00	117,301.40
740	Sunny Cove Camp	(1,137.14)	(1,310.00)	(172.86)
781	Fort Frances Public Library	115,005.79	470,340.00	355,334.21
791	Museum	32,022.57	128,400.00	96,377.43
817	Waterfront Development/Marina	6,400.32	47,810.00	41,409.68
Total Community Services		1,007,824.57	5,233,529.00	4,225,704.43

OPERATIONS AND FACILITIES

310	PW Administration	(39,369.04)	(992.00)	38,377.04
311	PW Buildings & Yards	45,264.88	120,138.00	74,873.12
313	Municipal Roads	276,842.94	1,295,367.00	1,018,524.06
318	Public Parking Lots	7,256.26	24,085.00	16,828.74
320	Sidewalks	29,076.24	125,444.00	96,367.76
330	Private Works Charges	6,725.83	65,226.00	58,500.17
331	Private Crossing Charges		19,942.00	19,942.00
333	PW Vehicles	45,809.12	190,255.00	144,445.88
334	PW Equipment	59,279.13	213,805.00	154,525.87
344	PW Stores	18,032.45	66,470.00	48,437.55
345	Traffic Signal Maintenance	265.28	10,766.00	10,500.72
346	Streetlight Maintenance	12,337.69	116,481.00	104,143.31
350	Garbage Collection	28,637.63	28,320.00	(317.63)
351	Recycling Services	34,313.99	210,883.00	176,569.01
352	Sanitary Landfill	(21,265.92)	(133,399.00)	(112,133.08)
360	Engineering	16,516.47	56,180.00	39,663.53
390	Airport	(1,978.53)	95,800.00	97,778.53
391	Airport Building Maintenance	9,385.44	43,004.00	33,618.56
392	Aircraft Services	673.73	-	(673.73)
393	Airport Grounds Maintenance	14,767.17	72,316.00	57,548.83
580	Parks & Cemeteries Admin.	27,673.48	149,814.00	122,140.52
582	Fort Frances Cemetery	2,134.13	79,203.00	77,068.87
583	Riverview Cemetery	3,226.01	149,022.00	145,795.99
584	Point Park	698.82	26,215.00	25,516.18
585	Parks - Outdoor Facilities	26,848.28	290,683.00	263,834.72
586	Lions Millennium Park	86.06	8,062.00	7,975.94

**Town of Fort Frances
General Fund (Operating)
Actuals as at March 31, 2012**

		Actuals to Date	DRAFT 2012 Budget	Variance
	Total Operations and Facilities	603,237.54	3,323,090.00	2,719,852.46
PLANNING AND DEVELOPMENT				
150	Civic Centre	16,189.67	118,990.00	102,800.33
271	By-Law Enforcement	24,123.70	107,124.00	83,000.30
272	Animal Shelter	1,421.10	9,096.00	7,674.90
813	Building Official	28,570.49	57,470.00	28,899.51
815	Planning & Zoning	19,646.53	94,640.00	74,993.47
	Total Planning and Development	89,951.49	387,320.00	297,368.51
	Sub-Total General Fund (Operating)	(3,758,662.15)	-	3,758,662.15
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	(3,758,662.15)	-	3,758,662.15

Water and Sewer Fund (Operating)
Actuals to March 31, 2012

WATER		Actuals to Date	2012 Budget	Variance
961	Waterworks Administration	-227,284.53	-657,862.00	-430,577.47
965	Water Treatment Plant	82,943.96	540,025.00	457,081.04
966	Water Storage Facility	9,827.32	117,837.00	108,009.68
		-134,513.25	0.00	134,513.25
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		-134,513.25	0.00	134,513.25

SEWER		Actual to Date	2012 Budget	Variance
410	Sanitary Sewer Administration	-268,032.58	-706,223.00	-438,190.42
413	Sewage Treatment Plant	148,222.95	706,223.00	558,000.05
		-119,809.63	0.00	119,809.63
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		-119,809.63	0.00	119,809.63

2012 RESERVE FUNDS

Account Name	G/L Account #	Balance as at Dec 31/11	Line %	Interest Earned 1st Quarter	Subtotal
Handi-Transit MTO Gas Tax	R-L60-0809-0000	91,093.54	0.883%	623.96	91,717.50
Daycare/Toy Library Donations	R-L60-0812-0000	2,397.50	0.023%	16.42	2,413.92
Waterworks Projects	R-L60-0816-0000	4,681,719.36	45.379%	32,068.16	4,713,787.52
Parks & Cemeteries Projects	R-L60-0823-0000	45,345.56	0.440%	310.60	45,656.16
Public Library & Technology Centre	R-L60-0827-0000	208,080.64	2.017%	1,425.28	209,505.92
Sister Kennedy Centre Projects	R-L60-0832-0000	20,709.39	0.201%	141.85	20,851.24
Post Landfill Closure	R-L60-0851-0000	241,338.48	2.339%	1,653.09	242,991.57
Sanitary Sewer	R-L60-0859-0000	1,168,678.36	11.328%	8,005.04	1,176,683.40
Townshend Theatre	R-L60-0871-0000	87,561.98	0.849%	599.77	88,161.75
Corporate Vehicles/Equipment	R-L60-0874-0000	1,387,567.56	13.449%	9,504.36	1,397,071.92
Corporate Building	R-L60-0875-0000	500,218.15	4.848%	3,426.32	503,644.47
Corp. Projects Reserve Fund	R-L60-0876-0000	1,296,310.62	12.565%	8,879.28	1,305,189.90
Corporate Contingency	R-L60-0877-0000	318,000.00	3.082%	2,178.19	320,178.19
Federal Gas Tax Reserve	R-L60-0878-0000	268,018.03	2.598%	1,835.83	269,853.86
		10,317,039.17	100.00%	70,668.15	10,387,707.32
Library Building	R-L61-0828-0000	39,808.37			39,808.37
		10,356,847.54		70,668.15	10,427,515.69

<i>Interest Earned - Jan1/12 - March 31/12</i>	
Reserve Fund Bank Account Int.	4,146.02
ONE Money Market Investments	9.11
ONE Bond Investments	58,133.19
Reserve Fund B/L Int. & Solar Panel I:	8,379.83
	70,668.15