

TOWN OF FORT FRANCES

Operations and Facilities Executive Committee

AGENDA - March 4, 2020, 8:30 AM

MEETING - Civic Centre

Session #005

Page

1. **Call to Order**
2. **Disclosure of pecuniary interest and the general nature thereof**
3. **Approval of Previous Committee Minutes**
 - 3.1 Minutes from the previous meeting on February 19, 2020.
4. **Non-agenda Items**
5. **Items Referred from Council**
 - 5.1 Letter dated February 18, 2020 from Minor Hockey Re: Damage to Sprinkler System 2 - 14
 - 5.2 Community Garden - Request for Water 15 - 19
6. **New Business**
 - 6.1 January 2020 Drinking Water Systems Monthly Summary Report 20 - 28
 - 6.2 Declaring Buildings and Property Surplus - 1150 Portage Avenue North 29 - 31
 - 6.3 Contents of the Children's Complex 32 - 33
7. **Information**
 - 7.1 Fort Frances Wastewater Treatment Facility January 2020 Monthly Report 34 - 41
 - 7.2 Tonnage at Landfill Site - updated January 16, 2020 42
 - 7.3 Airport Statistics 2020 43 - 44
 - 7.4 February Work Order Statistics 2020 45 - 47
8. **Adjourn / Next Meeting Date**

March 4, 2020

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Letter Dated February 18, 2020 from Minor Hockey RE Damage to Sprinkler System

At the February 24, 2020 meeting of Council a letter received from Fort Frances Minor Hockey was referred to the Operations and Facilities Executive Committee contesting a bill that was generated for the response to and repair of damages caused by member(s) of the Minor Hockey Organization to the Fort Frances Memorial Sports Centre on January 15, 2020.

At 7:08pm I received a call from Mr. Ray Calder, Facilities Superintendent informing me that a sprinkler line had been broken off in the Memorial Sports Centre, setting off the sprinkler system, fire alarm system and causing substantial flooding of the dressing room area in the Ice For Kids Arena. I attended the site shortly thereafter where additional staff had been called in to assist in the clean up as well as act as overnight fire watch as our sprinkler system was disabled due to the damage. The following date Vipond, our sprinkler system contractor, attended the site to replace the pipe hangers, pipe and sprinkler heads as well as purge and charge the system, re-certify it and place it back in operation. On February 3, 2020 a letter was sent from Lisa Slomke, Municipal Clerk to Minor Hockey informing them that they would be responsible for costs associated with the damage and giving an estimated cost of \$1247.00.

It was determined after the incident that there were a number of kids swinging on the sprinkler line that night in that dressing room, and the child who was swinging on the line at the time of it breaking was not the only one, just the unlucky one. We are thankful that no one was injured.

The letter from Minor Hockey notes that they were under contract for ice rental at that time, which is a correct statement and a copy of their contract is attached to this report. Under the General Waiver section of the contract with ice users there is a statement "I understand that I am responsible for my groups and/or parties actions and conduct during my reservation" and goes on further to say "My group will assume responsibility for providing adequate supervision, facility cleanliness and general order while using the facility. Damage and/or destruction of the above named properties will result in repair and/or replacement fees billed directly to me." These provisions in the contract with Minor Hockey led the Town to bill costs incurred for additional staff time to clean up and provide fire watch as well as Vipond's invoice for repairing and recertifying the system directly to Minor Hockey.

The Letter from Minor Hockey also states that sprinkler hangers were damaged prior to the incident occurring. Staff were unaware of this condition and further in Minor Hockey's contract terms and conditions, item #3 states "I agree to be responsible for any wilful damages to the premise and report any damage to the Memorial Sports Centre staff immediately". If in fact a hanger was broken, Minor Hockey had a duty to report it to the staff and a heightened duty to ensure their patrons were not hanging on the line.

Minor Hockey claims in their letter, further, that these hangers are rated for 500 – 700 lb loading, NFPA 13 Fire Sprinkler System Standard stipulates a factored point load on the hangers for 1 ½" diameter steel sprinkler pipe fully charged with all fittings of 304.15lb. Attached you will see a cut sheet for the hangers in question stating a load rating of 400lb. The loading of the pipe, water, fittings and a 110lb child exceeds the working load rating of the hanger, further this loading would be increased by the movement

of the child on the line swinging or bouncing placing immense stress on the hanger. Overall 24' 6" of pipe was pulled down breaking 2 hangers, where the pipe failed just beyond the third hanger.

It is the recommendation of the Operations and Facilities Executive Committee that the invoice sent to Minor Hockey in response to the damages caused to the Memorial Sports Centre on January 15, 2020 remain unchanged.

Respectfully Submitted

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

Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that the invoice sent to Minor Hockey in response to the damages caused to the Memorial Sports Centre on January 15, 2020 remain unchanged.

Manager of Operations and Facilities

2020Mar4 Minor Hockey Damage to MSC.docx



FFMHA Fort Frances Minor Hockey Association

Box 306
Fort Frances, ON., P9A 3M7

February 18, 2020

Mr. Travis Rob,

Unfortunately, on January 15, 2020 at approximately 6:50 p.m. a sprinkler pipe in dressing room #3 was damaged while Fort Frances Minor Hockey Association (FFMHA) was under contract. FFMHA is aware that the sprinkler system in dressing room #3 was in a state of disrepair. Specifically, one or more of the sprinkler system hangers was broken prior to the incident. Our understanding of the sprinkler system suggests that the system is designed to withstand weights of 500 - 700 lbs. The child responsible for the damage weighs no more than 110 lbs. FFMHA questions the maintenance and inspection practices by the Town of Fort Frances of the sprinkler system ensuring the system was not vulnerable to damage.

FFMHA suggests three parties are equally responsible for the damage occurring in dressing room #3 on January 15, 2020:

- Town of Fort Frances is 1/3 responsible due to the disrepair of the sprinkler system
- FFMHA is 1/3 responsible due to a lack of adequate supervision
- The DeGagne/Wood family is 1/3 responsible due to the non-willful damage of the sprinkler system

Therefore, FFMHA requests the invoice dated be reduced by the 1/3 as a reflection of the Town of Fort Frances responsibility in the damage of the sprinkler system.

Respectfully,

Chris Wielinga
President
Fort Frances Minor Hockey Association

cc.
Lori Flinders, Secretary Fort Frances Minor Hockey Association
Elizabeth Slomke, Municipal Clerk
Doug Brown, Town of Fort Frances CEO

Pennit Contract

Memorial Sports Centre • Fort Frances

740 Scott Street
 Fort Frances, ON P9A 1H8
 Phone: (807) 274-4561
 FAX: (807) 274-3799
 Email: sports@fortfrances.com

Company: Minor Hockey
 Box 306
 Fort Frances, ON P9A 3M3

Agent: David Coats
 Email: dcoats@nwhu.on.ca

Permit #2587, Approved

Oct 30, 2019 12:02 PM



F O R T F R A N C E S
 BOUNDLESS

Customer Type: Minor Hockey

Prepared By: Melissa Belluz

Home: (807) 274-6487

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$12,508.88	\$1,626.16	\$0	\$14,135.04	\$0	\$0	\$0	\$0	\$14,135.04

RESERVATIONS

Event	Resource	Center				Notes
Minor Hockey January Ice Type: Ice Rental Attend/Qty: 89	Multiple Resources Requested	Memorial Sports Centre 740 Scott St Fort Frances, ON P9A 1H8 (807) 274-4561				
Days Requested		Event Begins	Duration	Event Ends		
Day	Date			Date	Time	
Thursday (Ice for Kids Millennium)	Jan 2, 2020	6:15AM	1 hour	Jan 2, 2020	7:15 AM	
Thursday (52 Canadians Arena)	Jan 2, 2020	4:30 PM	3 hours	Jan 2, 2020	7:30 PM	
Thursday (Ice for Kids Millennium)	Jan 2, 2020	8:45 PM	1½ hours	Jan 2, 2020	10:15 PM	
Friday (52 Canadians Arena)	Jan 3, 2020	5:00 PM	4 hours	Jan 3, 2020	9:00 PM	
Saturday (52 Canadians Arena)	Jan 4, 2020	11:00AM	4 hours	Jan 4, 2020	3:00 PM	
Saturday (52 Canadians Arena)	Jan 4, 2020	3:00 PM	2 hours	Jan 4, 2020	5:00 PM	
Monday (52 Canadians Arena)	Jan 6, 2020	5:00 PM	4 hours	Jan 6, 2020	9:00 PM	
Monday (Ice for Kids Millennium)	Jan 6, 2020	5:15 PM	2 hours	Jan 6, 2020	7:15 PM	
Tuesday (52 Canadians Arena)	Jan 7, 2020	6:00 PM	4 ho11rs	Jan 7, 2020	10:00 PM	
Wednesday (Ice for Kids Millennium)	Jan 8, 2020	6:15 PM	3 hours	Jan 8, 2020	9:15 PM	
Wednesday (52 Canadians Arena)	Jan B, 2020	9:00 PM	1 hour	Jan B, 2020	10:00PM	
Thursday (Ice for Kids Millennium)	Jan 9, 2020	6:15AM	1 hour	Jan 9, 2020	7:15AM	
Thursday (52 Canadians Arena)	Jan 9, 2020	5:30 PM	4 ho11rs	Jan 9, 2020	9:30 PM	
Thursday (Ice for Kids Millennium)	Jan 9, 2020	8:45 PM	W,ho11rs	Jan 9, 2020	10:15 PM	
Friday (52 Canadians Arena)	Jan 10, 2020	5:00 PM	1½ hours	Jan 10,2020	6:30 PM	
Saturday (52 Canadians Arena)	Jan 11, 2020	11:00AM	4hours	Jan 11, 2020	3:00 PM	
Monday (52 Canadians Arena)	Jan 13, 2020	5:00 PM	4 hours	Jan 13, 2020	9:00 PM	
Monday (Ice for Kids Millennium)	Jan 13, 2020	5:15 PM	2 ho11rs	Jan 13, 2020	7:15 PM	
Tuesday (52 Canadians Arena)	Jan 14, 2020	6:15AM	1 hour	Jan 14, 2020	7:15AM	
Tuesday (52 Canadians Arena)	Jan 14, 2020	6:00 PM	1 hour	Jan 14, 2020	7:00 PM	
Wednesday (Ice for Kids Millennium)	Jan 15, 2020	6:15 PM	4 hours	Jan 15, 2020	10:15 PM	

Wednesday (52 Canadians Arena)	Jan 15, 2020	9:00 PM	1 hour	Jan 15, 2020	10:00 PM
Thursday (52 Canadians Arena)	Jan 16, 2020	5:30 PM	4 hours	Jan 16, 2020	9:30 PM
Thursday (Ice for Kids Millennium)	Jan 16, 2020	8:45 PM	1½ hours	Jan 16, 2020	10:15 PM
Friday (52 Canadians Arena)	Jan 17, 2020	5:00 PM	1½ hours	Jan 17, 2020	6:30 PM
Saturday (52 Canadians Arena)	Jan 18, 2020	11:00 AM	5 hours	Jan 18, 2020	4:00PM
Sunday (52 Canadians Arena)	Jan 19, 2020	11:00 AM	2 hours	Jan 19, 2020	1:00PM
Monday (52 Canadians Arena)	Jan 20, 2020	5:00 PM	2 hours	Jan 20, 2020	7:00 PM
Monday (Ice for Kids Millennium)	Jan 20, 2020	5:15PM	1½ hours	Jan 20, 2020	6:45 PM
Monday (52 Canadians Arena)	Jan 20, 2020	8:00 PM	1 hour	Jan 20, 2020	9:00 PM
Tuesday (52 Canadians Arena)	Jan 21, 2020	6:00PM	4 hours	Jan 21, 2020	10:00 PM
Wednesday (Ice for Kids Millennium)	Jan 22, 2020	5:15 PM	1 hour	Jan 22, 2020	6:15PM
Wednesday (Ice for Kids Millennium)	Jan 22, 2020	6:15 PM	3 hours	Jan 22, 2020	9:15 PM
Wednesday (52 Canadians Arena)	Jan 22, 2020	9:00 PM	1 hour	Jan 22, 2020	10:00 PM
Thursday (Ice for Kids Millennium)	Jan 23, 2020	6:15 AM	1 hour	Jan 23, 2020	7:15AM
Thursday (52 Canadians Arena)	Jan 23, 2020	5:30 PM	4 hours	Jan 23, 2020	9:30 PM
Thursday (Ice for Kids Millennium)	Jan 23, 2020	8:45 PM	1½ hours	Jan 23, 2020	10:15 PM
Friday (Ice for Kids Millennium)	Jan 24, 2020	4:45 PM	2 hours	Jan 24, 2020	6:45 PM
Friday (52 Canadians Arena)	Jan 24, 2020	5:00 PM	2 hours	Jan 24, 2020	7:00 PM
Saturday (52 Canadians Arena)	Jan 25, 2020	11:00 AM	3 hours	Jan 25, 2020	2:00 PM
Saturday (Ice for Kids Millennium)	Jan 25, 2020	11:15 AM	2 hours	Jan 25, 2020	1:15 PM
Sunday (Ice for Kids Millennium)	Jan 26, 2020	8:15AM	3 hours	Jan 26, 2020	11:15AM
Monday (52 Canadians Arena)	Jan 27, 2020	5:00 PM	4 hours	Jan 27, 2020	9:00 PM
Monday (Ice for Kids Millennium)	Jan 27, 2020	5:15 PM	2 hours	Jan 27, 2020	7:15 PM
Tuesday (52 Canadians Arena)	Jan 28, 2020	6:00 PM	4 hours	Jan 28, 2020	10:00 PM
Wednesday (Ice for Kids Millennium)	Jan 29, 2020	6:15PM	4 hours	Jan 29, 2020	10:15 PM
Wednesday (52 Canadians Arena)	Jan 29, 2020	9:00 PM	1 hour	Jan 29, 2020	10:00 PM
Thursday (Ice for Kids Millennium)	Jan 30, 2020	6:15 AM	1 hour	Jan 30, 2020	7:15AM
Thursday (52 Canadians Arena)	Jan 30, 2020	5:30 PM	3 hours	Jan 30, 2020	8:30 PM
Thursday (Ice for Kids Millennium)	Jan 30, 2020	8:45 PM	1½ hours	Jan 30, 2020	10:15PM
Friday (52 Canadians Arena)	Jan 31, 2020	5:00 PM	1½ hours	Jan 31, 2020	6:30 PM
Summary				Notes	
Total Number of Dates: 51					
Total nme: 122½ hours					

T CHARGES

Description	Event/ Resource	Unit Fee	Units	Tax	Charge
Minor Hockey Prime Time 10-160-1634-0330-40651	Minor Hockey January Ice #2567 Ice for Kids Millennium 52 Canadians Arena	\$103.41	117.50	HST: \$1,579.59	\$13,730.27

Minor Hockey Non Prime Time AM10-160-1634-0330-40651 Minor Hockey January Ice #2587 \$71.64 5.00 HST: \$46.57 \$404.77:
Ice for Kids Millennium 52 Canadians Arena

Payment Schedule for Original Balance of \$14,135.04

Due Date	Amount Due	Amount Paid	Withdrawal Adjustment	Balance
Feb 15, 2020	\$14,135.04	\$0	\$0	\$14,135.04
			Current Balance	\$14,135.04

WAIVERS

Facilities Waiver

Due Date: Jan 2, 2020

General Waiver When Renting All Facilities

I understand that I am responsible for my group and/or parties actions and conduct during my reservation. My current and future reservation requests may be cancelled if the following should occur: Fighting; Unseemly conduct; Health Violations (spitting, smoking, etc.) abuse of staff or property. Full payment is required at the time of the booking. I must provide at least two weeks notice of cancellation of my booking. If cancelled prior to two weeks I will receive a refund minus 10% of total. After the two week deadline a refund will NOT be issued. Regular contract users will not be subject to the 10% surcharge. Contract changes/cancellations will only be accepted from the individual originally booking the facility(s). My group will assume responsibility for providing adequate supervision, facility cleanliness and general order while using the facility. Damage and/or destruction of the above named properties will result in repair and/or replacement fees borne by me. In all circumstances, the Town of Fort Frances retains full authority for final approval and denial of facility reservation request.

Signature: 

TOFF Facility Rental Policy

Due Date: Jan 2, 2020

I have read and agree to abide by the terms and conditions of the Town of Fort Frances Facility Rental Policy.

TOFF Facility  Policy

Signature: _____

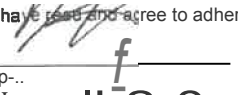
Rental Agreement Terms and Condition

Due Date: Jan 2, 2020

Rental Agreement Terms and Condition:

- 1) I have been provided with the Town of Fort Frances Smoking Policy. Alcohol Policy. Facility Rental Policy.
- 2) I understand and agree that in the case of a cancellation, two weeks notice is required at which time a refund request will be submitted minus a 10% administration fee.
- 3) I agree to be responsible for any wilful damage to the premise and report any damage to the Memorial Sports Centre staff immediately at (B07) 274-4561.
- 4) I agree to leave the facility clean and in good condition.
- 5) I agree to indemnify and save harmless the Town of Fort Frances, its officers, servants, and agents from and against all claims, demands, costs, actions, causes, of action, expenses whatsoever which may be taken or made against them by or any of them for any loss, damage, or injury, including deaths, of any nature or kind whatsoever arising out of or in consequence of any act, neglect, or omission of the Municipality, her servants or agents in relation to the operation of Auditorium.
- 6) I understand that I need Third Party Alcohol Liability Insurance: this program provides protection when lawsuits are brought against individuals, organizations or companies who host single/multi-day functions with alcohol service. A valid liquor permit or license must be in place for service of alcohol. The policy would be in the name of the individual or organization that has rented the facility, and has taken out the liquor permit.
- 7) I understand and agree to provide copies of Smart Serve Cards, Liquor License, and Third Party Liability Insurance to Melissa at least one week prior to my event. I understand that I will not be given keys until this is done.
- 8) I have provided Melissa with the room set up request.
- 9) I understand that ice is provided but I must supply my own Pepsi products for my event.
- 10) Page 7 of the TOFF Municipal Alcohol Policy must be filled out and returned completed with all documents.
- 11) The bar and all alcohol must be vacated by 1:45 a.m. (see alcohol policy)
- 12) All other belongings such as decorations and kitchen supplies must be removed by noon the next day.

I/we have read and agree to adhere to the terms and conditions of this agreement and its entire links with the Town of Fort Frances for the use of Auditorium.

Name: 
Date: Feb 2-0

Town of Fort Frances Alcohol Policy:

APPENDIX 2B? • AGREEMENT FORM FOR SPECIAL OCCASION PERMIT HOLDER

1. I have received and reviewed a copy of the Town of Fort Frances Alcohol Policy for Special Occasion Permit Holders.
2. I understand that I must adhere to the conditions of the Alcohol Policy and the Liquor Licence Act of Ontario.

3. I understand that if I or other individuals at the event fail to adhere to the Alcohol Policy, the Fort Frances staff will take the appropriate action. This action may include eviction, revoking of the Special Occasion Permit and the notification of local authorities.

4. I understand I can be held liable for injuries ~~and damages~~ arising from failure to adhere to the Liquor Licence Act of Ontario.

Name _____

Date _____

Signature: _____

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

Mailing Address for All Divisions:
Civic Centre
320 Portage Avenue
Fort Frances, ON
P9A3P9



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

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

email: town@fortfrances.com
www.fort-frances.com

03 February 2020

Fort Frances Minor Hockey Association
Box 306
Fort Frances, ON P9A 3M3
Attn: David Coats (e-mail dcoats@nwhu.on.ca)

To Whom It May Concern:

Subject: Damage to Town Property January 15, 2020 at Memorial Sports Centre

We are advised that on January 15, 2020 at approximately 6:50 p.m. a sprinkler pipe in dressing room #3 was broken due to 'one or more kids hanging off the sprinkler pipe'. The kids who caused the damage were using the facility under the Fort Frances Minor Hockey contract (copy attached). The contract clearly states that damage or destruction of the property that results in repair and or replacement fees will be billed directly to the user group. This incident caused damage and required the Town to incur extra costs to clean up the mess and provide firewatch for the facility as there was no functioning sprinkler system until repairs could be made.

At this time we are providing you this formal notice that the Town of Fort Frances will be seeking to recover damages from you estimated at \$1247.00.

We look forward to you attending to settlement of the damages when the Town sends you an invoice for the total amount of damages.

Yours truly,

ADMINISTRATION & FINANCE DIVISION

Elizabeth (Lisa) Slomke, AOMC
Municipal Clerk
/es

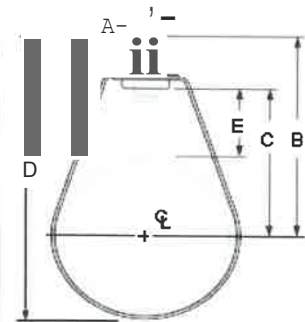
Cc: T. Rob, Operations and Facilities Manager
R. Calder Jr., Facilities Superintendent
A. Bisson, Recreation & Culture Manager
H. Hatch, Accounts Receivable

SWIVEL RING HANGER #41

- ☐ 1/2" through 8"
- ☐ Carbon Steel
- ☐ Pre-Galvanized c/w Zinc Insert Nut
- ☐ ULC, UL, and FM. Complies with MSS SP-58 & SP-69 (Type 10).
- ☐ Recommended for the suspension of non-insulated stationary pipe lines allowing for vertical adjustment.
- ☐ Specify pipe size, figure number and name.



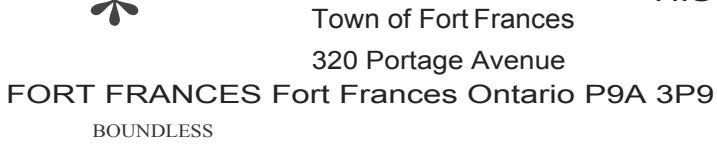
IRON PIPE SIZE	SPECIFICATION DATA					LOAD (LBS)	PER 100 (LBS)	PER PKG.
1/2	3/8	2 15/16	1 7/8	3 3/8	1 7/16	400	9	100
3/4	3/8	2 7/8	1 7/8	3 3/8	1 11/32	400	9	100
1	3/8	2 7/8	1 7/8	3 1/2	1 7/32	400	9	100
1 1/4	3/8	3 1/16	1 15/16	3 7/8	1 1/8	400	10	100
1 1/2	3/8	3 3/16	2 1/8	4 1/8	1 3/16	400	11	100
2	3/8	3 7/16	2 7/16	4 5/8	1 1/4	400	12	100
2 1/2	3/8	3 13/16	2 3/4	5 1/4	1 3/8	600	28	50
3	3/8	4	3	5 3/4	1 1/4	600	30	50
4	3/8	4 3/4	3 3/4	7	1 1/2	1000	37	25
5	1/2	6	4 3/4	8 3/4	1 15/16	1000	83	20
6	1/2	6 9/16	5 1/4	9 7/8	1 15/16	1250	95	15
8	1/2	7 13/16	6 5/8	12 1/8	2 5/16	1250	118	10



...
 <\$:>
 APPROVED

QWI 4.3.1 Issue Date Jun/13 Rev.4

Note: when referencing a printed copy of this specification page please insure it is the latest version as found on our website at www.taylorassociate.com



Customer ID	MINOR0001
INVOICE	IVC0000007171
Type	
Date	2020-02-10
Page	

MINOR HOCKEY ASSOCIATION
ATTN: DAVID COATS
PO BOX 306
FORT FRANCES ON P9A 3M?

[illegible]

February 7, 2020

MEMO TO: Heather Hatch, Tax Administrator/Accounts Receivable

FROM: Elizabeth (Lisa) Slomke, Clerk

SUBJECT: Recovery of costs for damages at ..SC

Please invoice the Fort Frances Minor Hockey Association as outlined in the attached incident report from Ray Calder Jr. for damages incurred by the Town at the Memorial Sports Centre during FFMHA rental on January 15, 2020.

Rates used are in line with the 2020 User Fee by-law.

Costs to be invoiced out:

Call in - Bob Green	4 hours x \$45.10 = \$180.40
Call in and Overtime - Andrew Roth	.10 hours x \$67.70 = \$677.00
VIPOND repair costs (invoice attached)	\$611.59 x 1.0176 = \$622.35

TOTAL to be invoiced to Fort Frances Minor Hockey is \$1479.75.

Please credit the recovery to GL 10-160-1634-0430-40589.

Thanks



**VIPOND FIRE PROTECTION**

DIVISION OF VIPOND INC.
1124 WATERFORD ST
THUNDER BAY, ON P78 5R1
PHONE: (807) 623-1214

INVOICE

VFP106751

BILL TO FORT FRANCES SPORTCENTRE
740 SCOTT STREET
FORT FRANCES, ON P9A 1H8

JOB SITE FORT FRANCES SPORT CENTRE
740 SCOTT STREET
FORT FRANCES, ON P9A 1H8

Customer PO Astea Reference No. Our Job Number Invoice Date Customer No. Terms
Ray Calder sy20011so1so@@1 623846 01-21-20 QUE ON REQEIPJ

Job Description: FORT FRANCES SPORT CENTRE

Nature of the Call: 1/16/2020 8:44 AM KELLY CONNOR: REPLACE BROKEN PIPE

Problem Resolution: 1/16/2020 1:14 PM DION MCKENZIE: COMPLETE REPLACE BROKEN PIPE

Sales Person: KELLY CONNOR

Project Manager: KELLY CONNOR

Primary Field Tech: MCKENZIE, DION

Invoiced asperwork performed

Signed by:

DESCRIPTION

SPRINKLER SERVICE LABOUR
PIPE SCH. 40 1"
NIPPLE 1 X 4 1/2
ELL CI 90 1.25"
ELL CI 90 RED 1 X .75
TEE CI RED 1X1X1.25"
RING SWIVEL 1"

QUANTITY

6.00
2.00
1.00
1.00
1.00
2.00
12.00

AMOUNT

570.00
5.24
4.04
4.29
3.84
17.34
6.84

Gross Amount this Invoice

611.59

OHST 13% 892140880RT0001

79.51

Net Amount Due this Request

691.10

PLEASE REMIT PAYMENT TO:

95 PACIFIC AVE.
SUDBURY, ON P3C 3J1

Pay This Amount ...

691.10

//

Bu Calder Jr.

From: Ray Calder Jr.
Sent: Friday, January 31, 2020 8:59 AM
To: Ray Calder Jr.
Subject: FW: Broken Sprinkler Line in IFK Dressing Room

Hi Lisa,

As you are aware, we had an incident take place at MSC last Wednesday in regards to a broken sprinkler line. The following is a brief rundown of what occurred and associated costs.

On Wednesday, January 29th at approximately 6:50 p.m. I received a text that the fire alarm was "going off" at the Sports Centre. The Facility Attendant, Bruce Whalen, then phoned me to tell me that a water sprinkler was broken in dressing room# 3 on the IFK side which had, in effect triggered the activation of the fire alarm. At the time, Bruce was not aware of where the shut-off valve was for the sprinkler system, so I called Bob Green to meet me at the arena facility.

Upon my arrival the alarm was still going off and I was met by two Town of Fort Frances Firemen. Bruce Whalen then located the isolation valve for the sprinkler system and we de-activated the fire alarm. We then discovered that several kids from a minor hockey team had been in the dressing room preparing for a hockey game. One or more of the kids had been turning on the sprinkler, and the pipe broke at a joint along with two pipe supports. Bob Green then started cleaning up the facility.

In conversation with the firemen, I was told that since the sprinkler system was now out of service that I would require someone on "fire-watch" to monitor the facility until proper fire protection services were back in place. I then called another Facility Attendant, Andrew Roth, who came in for the night to help clean and perform the required fire-watch duties.

I then got in touch with a representative of our fire protection services company, "VIPOND", who said he would come to the facility first thing in the morning. He arrived as promised, and our system was back in service by 2:00 p.m. Thursday, January 30th. (I also had him go around and change out several other pipe support hangers while he was here.)

j

March 4, 2020

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request from the Community Garden for a Water Supply

At the February 24, 2020 meeting of Council, the Community Garden Committee made a presentation requesting a water source for their activities. Currently they utilize a number of smaller stationary totes of water filled by neighbors from their houses to supply the water, that is a critical component to the success of the community garden activities.

Currently the closest point of water is a fire hydrant located at the corner of 5th Street and Lillie Avenue, approximately 95m from the garden. A meter and backflow device can be purchased and installed on the hydrant with a valve lock. It would be charged and ready for the garden's use by those with the valve key to fill the totes or tanks around the garden. In addition to the valve, the garden would have to procure about 150m of fire hose to get from the hydrant to the various tanks around the site, or less if they consolidated the tanks in one central location.

Attached is a report from Mr. Craig Miller, Environmental Superintendent outlining some options and prices for materials to make a connection to the Fire Hydrant and having ample hose to reach all areas of the garden.

A couple of questions that Council needs to be aware of in their determination are:

1. Is there a want to charge for the water used? Currently the water comes from a residential flat rate paying customer, so the Town is not seeing any additional revenue from this water consumption.
2. Annually when the hydrant is setup with the backflow device, there will be a fee for the testing and verifying of the backflow device. This fee is about \$200.00 annually, does Council want this fee charged back to the Community Garden?

The O&F Division met with members of the Community Garden to further understand their needs and discuss costs. It is our understanding that they plan to secure funding to purchase the necessary equipment to be installed by the Town on the hydrant. The garden would have the hose stored on site and connect it to the hydrant when needed to fill the tanks. The Town will be required to setup the backflow device, turn on the hydrant and certify the backflow device annually as well as shut down and winterize the hydrant at the end of the year. We currently use this hydrant to flush periodically and winterize annually so this work would not drastically impact our normal operations.

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

1. the Community Garden be provided with a water source on a hydrant at the corner of Fifth Street and Lillie Avenue for Community Garden Use only whereby the materials will be secured by the Town, at the cost of the garden,
2. The fees associated with the consumption of water be waived in support of this community project.
3. That the Community Garden be charged annually for the certification of the backflow device.

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 Community Garden be provided with a water source on a hydrant at the corner of Fifth Street and Lillie Avenue for Community Garden Use only whereby the materials will be secured by the Town, at the cost of the garden,**
- 2. The fees associated with the consumption of water be waived in support of this community project.**
- 3. That the Community Garden be charged annually for the certification of the backflow device.**

Manager of Operations and Facilities

2020Mar4 Community Garden Water Request.docx

February 28, 2020

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

From: Craig Miller, P.Eng., Environmental Superintendent

SUBJECT: Community Garden Water Options

The organizers of the community garden have asked for better options for supplying water to the gardens. Currently, two residents are filling up water totes with garden hoses. This is time consuming and not overly practical to continue.

Accordingly, it is our recommendation that we utilize the fire hydrant located at the intersection of Lillie Avenue and Fifth Street West. We can apply a backflow protection device to the hydrant for the growing season and the garden organizers can deploy fire hose, as required, to supply water to the gardens.

Costs of this solution are as follows:

- 1) Backflow protection device - \$2,193.85 (not metered)
- 2) Backflow protection device - \$5,005.59 (metered)
- 3) Fire Hose 12 lengths (50 feet per length x \$198 per length) - \$2,376

The garden has not been paying for water usage up to this point, and it is my opinion that this practise should continue as it is a beneficial program for the community. This would make the unmetered backflow protection device the preferred choice.

Subtotal: $\$2193.85 + \$2376 = \$4,570$

Contingency for miscellaneous parts and adapters, etc: \$915 (approx. 20%)

Total Estimated Budget (excluding HST): \$5485

Respectfully submitted,



Craig Miller, P.Eng.
Environmental Superintendent

c:>FLOCOR

FLOCOR- WINNIPEG
FLOCOR INC.
777 CENTURY ST.
WINNIPEG MB R3H 0M2
Telephone (204) 774-3461
Fax (204)786-5044
Web Site WWW.FLOCOR.CA

**QUOTATION
SOUMISS/ON**
(**1581327**)

Sold To/ Vendu	
FORT FRANCES, TOWN OF 320 PORTAGE AVE PORT FRANCES ON P9A 3J9 Tel:(807) 274-2036 Fax:(807) 274-7360	065055

Ship To / Livre à

Description		Job/Projet	Page
3" 994-HMB-CFM & 994-BLT			1
Quotation date/Date soumission Salesman/Commls		Ordered By/Commande par	
2/13/20 ITED MARKS			
Seq.	Qty/Qte	UIM Product No - Description / No Product - Description	UnitPrice/Prix unit. Dsc./Esc, Ext. Price/Prix ext.
10	1.00	TEM 994-HMB-CFM-3, 3" HYDRANT METER BACKFLOW PREVENTER #0437809	5,005.5900 5,005.59
40	1.00	TEM 994-BLT, 3" PORTABLE HYDRANT BACKFLOW PREVENTER #0437815 *4-5 WEEKS DELIVERY FROM THE *TIME OF ORDER BEING PLACED	2,193.8500 2,193.85
*- G.S.T. EXTRA *- P.S.T. EXTRA *- NET 30 DAY TERMS *- FOB OUR WAREHOUSE.WINNIPEG *- SUBJECT TO PRIOR SALE			
			Shipping/Transport .00
			Other Fees/ Autres frais .00
			Sub-total/ Sous-total 7,199.44
			GST /TPS 359.97
			PST/TVQ .00
			Total+ Taxes 7,559.41

DUE TO THE JULY 1, 2018 IMPOSITION OF TARIFFS ON SOME STEEL AND ALUMINUM GOODS MANUFACTURED IN THE US, AND PENDING ANTI-DUMPING LEGISLATION ON ERW PIPE ORIGINATING FROM PAKISTAN, VIETNAM, THE PHILIPPINES AND TURKEY, FLOCOR RESERVES THE RIGHT TO INCLUDE AN ADDITIONAL CHARGE ON MATERIALS DELIVERED AFTER JULY 1, 2018

Customer's signature:

Printed on / Imprimee le: 2/13/20

Date:

Craig Miller

From: dan@sunsetsystems.ca
Sent: Thursday, February 27, 2020 4:37 PM
To: Craig Miller
Subject: Fire hose
Attachments: NAFH IND600.pdf; NAFH IA800.pdf

As mentioned in my text, I recommend using a reducer to get from 65mm CSA to 38mm NPSH(IPT). This hose has less volume so that means there will be a higher turnover in water which means less time to heat up from the sun.

38mm Rubber (red) x 50' IND-600 \$198.00 Each

38mm Double Jacketed (white) x 50' IA-800 \$145.00 Each

I'm guessing there will be about \$50.00 shipping cost but won't be able to confirm until we place the order. Guaranteed it won't be higher than \$100 shipping.

See attached specs for reference.

There are a lot of other products but these will stand up to abuse from the elements.

Sincerely,

Dan DeGagne
General Manager
Sunset Protection Systems
Cell: (807)275-9515
Office (807)270-5625
www.sunsetsystems.ca



February 27, 2020

Report To: Mayor & Council

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

SUBJECT: January 2020 Drinking Water Systems Monthly Summary Report

Please find attached the January 2020 Summary Report on the drinking water systems, prepared by Brad Webb, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the January 2020 report as presented.

Respectfully submitted,
Operations & Facilities Division

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

Council approval of this report will accept the January 2020 report prior to it being made available to the general public.
--

c.c. – Craig Miller, P.Eng., Environmental Superintendent
Brad Webb, ORO, Senior WTP Operator

January 2020

**Monthly Summary Report
Water Systems**

**Prepared by: Brad Webb, ORO
Senior Water Treatment Plant Operator**

Dated: February 03, 2020

1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of January 2020 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works No. 849N7DGE0 (Precedes Airport Groundwater Well Water Works No. 26002736). This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act. The water treatment plant falls under the requirements of Ontario Regulation 170/03 – Drinking Water Systems.

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

2) **Flow Data:**

Water Treatment Plant: See attached spreadsheet.

Airport Groundwater Well:

Estimated Daily Usage	0.21 m3
Estimated December Usage	6.5 m3

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

Water Treatment Plant (treated): 5 samples taken no adverse results

Water Treatment Plant (raw): 5 samples taken no adverse results

Water Distribution System: 20 samples taken where 25% of samples were tested for heterotrophic plate count (HPC) - no adverse results.

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

Water distribution samples taken at the following locations:

1. 720 Scott St.	2. 1036 Victoria Ave.	3. 901 Wright Ave.	4. W. Tower
5. 943 Third St. E.	6. 500 Keating Ave.	7. 901 Wright Ave.	8. W. Tower
9. 1330 Woodward St.	10. 1001 King's Hwy.	11. 901 Wright Ave.	12. W. Tower
13. 1109 Colonization Rd. W.	14. 943 3rd St. E.	15. 901 Wright Ave.	16. W. Tower
17. 940 3rd St. East.	18. 740 6th St. West.	19. 1324 King's Hwy.	20. W. Tower.

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

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

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

Water distribution sample taken November 29, 2019 – no adverse results.

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

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

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

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

7) Maintenance Activities at the WTP:

- Jan. 3rd -cleaned all 4 check valves on the poly unit.
 -cleaned top and bottom tanks on the poly unit.
 -calibrated the distributor chlorine analyzer.
- Jan. 8th -cleaned troughs on clarifier #2.
- Jan. 9th - cleaned troughs on clarifier #1.
 -cleaned flumes on filters.
 -cleaned all 4 check valves on the poly unit.
 -cleaned top and bottom tanks on the poly unit.
- Jan. 16th -cleaned all 4 check valves on the poly unit.
 -cleaned top and bottom tanks on the poly unit.
- Jan. 21st -cleaned out bottom of soda ash bucket elevator.
- Jan. 22nd -changed hose on compressor # 2.
- Jan. 23rd -cleaned the check valves on the poly unit.
 -cleaned top and bottom tanks on the poly unit.
- Jan. 27th -changed filters on soda ash dust collector.

Jan. 28th -ran the standby generator.

Jan. 29th -greased both clarifiers, chains, bearings and gears
-greased bucket elevator.
-greased air scour blower.
-greased poly unit.

Jan. 30th -put new probe on chlorine analyzer # 2.

Jan. 31st -cleaned the check valves on the poly unit.
-cleaned top and bottom tanks on the poly unit.

8) **Water Complaints:**

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

9) **Other Miscellaneous Information:**

Jan. 2nd -routine micro samples collection.

Jan. 7th -century cranes here to service our hoists.

Jan. 8th -routine micro sample collection.

Jan. 13th -Pryde's Plumbing here working on boiler.

Jan. 14th -routine micro sample collection.

Jan. 16th -M.E.C.P. here for annual inspection.

Jan. 17th -M.E.C.P. here for annual inspection.

Jan. 20th -routine micro sample collection.

Jan. 23rd -Cannect Electric here changing lights on outside of building.

Jan. 24th -cleaned top of soda ash bucked elevator.

Jan. 27th -routine micro sample collection.

Jan. 29th -took grab samples off the filters,
-calibrated fluoride analyzer.

Jan. 31st -received a load of Alum.

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:

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

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

Town of Fort Frances - WTP - 220000978
3 Year Comparison - January
Flow and Operating Data

Flow Data January	Units	2018	2019	2020
Total Raw Water	m ³	161760	160760	155620
Raw Maximum Day	m ³	5460	6200	5280
Raw Minimum Day	m ³	4930	4890	4720
Raw Average Daily Consumption	m ³	5220	5190	5020
Total Treated Water	m ³	119180	115440	108720
Treated Water Maximim Day Consumption	m ³	4110	4850	4240
Treated Water Minimim Day Consumption	m ³	3590	2810	3040
Treated Water Average Day Consumption	m ³	3850	3710	3520
Daily Average Per Household Consumption Rate	m ³	1.018	0.981	0.930
* Daily Average Per Person Consumption Rate	m ³	0.482	0.465	0.441
Monthly Averages - Operating Parameters WTP:				
FAC Residual - Treated Water	mg/L	2.22	2.24	2.12
Total Chlorine Residual - Treated Water	mg/L	2.41	2.46	2.35
Aluminum Sulphate - Raw Water	mg/L	35.0	35.0	35.0
Aluminum Sulphate - Treated Water Residual	mg/L	0.04	0.03	0.07
Fluoride - Treated Water	mg/L	0.55	0.62	0.75
Soda Ash - Raw Water	mg/L	35.0	35.0	35.0
pH - Adjusted	mg/L	7.18	7.19	6.98
Temperature	C	2.0	2.0	2.0
Quantity of Chemical Used:	kg			
Aluminum Sulphate	kg	5661.6	5626.6	5446.7
Polyelectrolyte	kg	62.5	75	62.5
Chlorine Gas	kg	623	621	617
Soda Ash - Used for PH Adjustment	kg	5661.6	5626.6	5446.7
Fluoride	kg	604	581	693

- * The Canadian Average is 450 Litres (0.45 m³) per day.
- * Population is 7986
- * Number of Households is 3783

Town of Fort Frances - Water treatment Plant - Water Works # 220000978
Monitoring Record
February 2020

Operating Data	Units	*MAC	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	Total	Average
		or Range																															
Flow rates																																	
Raw Water	10^3 M^3	17	5.00	4.98	5.08	5.01	4.98	4.96	5.09	4.73	5.00	5.16	5.08	4.99	5.00	5.03	5.10	4.95	5.07	4.56	5.11	4.99	5.11	5.00	5.04	4.82	5.08	5.00	4.94		#####	4.99	
Peak Instantaneous - Raw Water	L/s	n/a	58.69	58.74	58.73	58.55	58.53	58.50	58.55	58.63	58.50	58.48	58.41	61.12	58.44	61.41	58.49	58.32	58.36	58.31	60.69	58.34	58.36	58.31	58.33	58.26	58.27	58.38	58.35		#####	58.74	
Treated Water	10^3 M^3	17	3.48	3.49	3.47	3.38	3.50	3.34	3.45	3.27	3.62	3.52	3.55	3.62	3.16	3.63	3.49	3.61	3.68	3.25	3.41	3.62	3.83	3.33	3.61	3.48	3.74	3.67	3.37		94.57	3.50	
Peak Instantaneous - Treated Water	L/s	n/a	63.14	63.12	63.58	63.66	63.09	63.27	62.76	64.86	63.46	63.23	63.44	63.16	63.51	63.81	64.21	63.54	63.59	62.78	63.76	63.37	65.01	63.91	63.38	62.45	64.39	65.58	62.92		#####	63.59	
BackWash Water	10^3 M^3	n/a	0.275	0.253	0.286	0.277	0.248	0.285	0.275	0.246	0.285	0.276	0.251	0.283	0.275	0.250	0.283	0.271	0.272	0.249	0.284	0.266	0.246	0.283	0.268	0.246	0.279	0.268	0.243		7.22	0.268	
Fluoride Information																																	
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.71	0.72	0.71	0.70	0.71	0.71	0.69	0.92	0.64	0.51	0.76	0.76	0.75	0.76	0.77	0.77	0.76	0.76	0.75	0.75	0.77	0.77	0.77	0.77	0.75	0.75	0.75		19.94	0.74	
Turbidity Information																																	
Raw Water	NTU	n/a	0.80	0.77	0.54	0.52	0.48	0.63	0.64	0.69	1.03	0.68	0.30	0.60	0.85	0.69	0.77	0.51	0.49	0.64	0.48	0.52	0.63	0.54	0.60	0.61	0.63	0.49	0.55		16.68	0.62	
Settled Water	NTU	n/a	0.13	0.14	0.11	0.44	0.20	0.30	0.18	0.26	0.23	0.43	0.21	0.43	0.21	0.33	0.38	0.23	0.21	0.32	0.31	0.28	0.09	0.30	0.28	0.46	0.66	0.52	0.37		8.01	0.30	
Treated Water	NTU	1	0.14	0.14	0.25	0.21	0.13	0.12	0.13	0.19	0.16	0.15	0.10	0.16	0.19	0.19	0.22	0.36	0.31	0.35	0.14	0.34	0.44	0.41	0.42	0.37	0.34	0.39	0.38		6.73	0.25	
Other Operating Parameters																																	
pH - Treated Water	no units	6.5 to 8.5	6.97	6.99	6.86	6.97	7.07	6.99	7.13	6.88	6.93	6.97	7.00	7.03	7.03	7.02	7.00	7.06	7.00	7.09	6.90	6.86	6.83	6.88	6.93	6.93	6.90	6.94	6.94		#####	6.97	
pH - Settled water	no units	n/a	6.30	6.31	6.27	6.46	6.36	6.52	6.39	6.45	6.73	6.39	6.54	6.79	6.62	6.64	6.76	6.41	6.45	6.38	6.37	6.47	6.41	6.24	6.36	6.47	6.48	6.22	6.27		#####	6.45	
pH - Raw Water	no units	n/a	6.78	6.75	6.83	6.93	7.04	7.01	7.10	6.93	6.92	6.91	6.88	6.88	6.88	6.88	6.87	6.77	6.72	6.93	6.92	6.96	6.85	6.92	6.87	6.94	6.73	6.64	6.67		#####	6.87	
FAC - Treated Water	mg/l	0.2 to 4	2.12	2.09	1.98	1.70	2.00	1.97	2.02	1.93	2.03	1.91	1.99	1.90	1.91	1.89	1.86	1.64	1.94	1.90	2.08	2.06	2.03	2.16	2.11	2.01	2.06	2.01	1.96		53.26	1.97	
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.20	2.22	2.18	2.08	2.76	2.20	2.15	2.50	2.12	2.42	2.36	2.17	2.01	2.02	2.01	1.93	2.18	2.46	2.26	2.18	2.40	2.20	2.38	2.40	2.22	2.10	2.09		60.20	2.23	
Temperature	C	15	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0		54.0	2.00		
Fluoride used (Total Daily Consumption)	kg	n/a	22.0	22.0	23.0	22.0	21.0	20.0	22.0	23.0	25.0	25.0	25.0	24.0	24.0	23.0	23.0	23.0	23.0	21.0	23.0	23.0	21.0	23.0	21.0	20.0	21.0	21.0	25.0		609.0	22.56	
Chlorine used (Total Daily Consumption)	kg	n/a	19.0	18.0	19.0	19.0	18.0	21.0	20.0	19.0	19.0	19.0	18.0	18.0	17.0	21.0	18.0	17.0	22.0	19.0	16.0	21.0	19.0	18.0	18.0	18.0	19.0	19.0			509.0	18.85	
Soda ash (Total Daily Consumption)	kg	n/a	175.0	174.3	177.8	175.4	174.3	173.6	178.2	165.6	175.0	180.6	177.8	174.7	175.0	176.1	178.5	173.3	177.5	159.6	178.9	174.7	178.9	175.0	176.4	168.7	177.8	175.0	172.9	0.0	0.0	#####	162.76
Soda Ash - Dosage	mg/l	n/a	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.00	
Alum residual - (Total Daily Consumption)	kg	n/a	175.0	174.3	177.8	175.4	174.3	173.6	178.2	165.6	175.0	180.6	177.8	174.7	175.0	176.1	178.5	173.3	177.5	159.6	178.9	174.7	178.9	175.0	176.4	168.7	177.8	175.0	172.9	0.0	0.0	#####	162.76
Alum residual - Dosage	mg/l	n/a	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.00	
Alum residual - Treated Water	mg/l	0.1	0.08	0.07	0.08	0.04	0.03	0.02	0.09	0.05	0.09	0.05	0.01	0.03	0.01	0.06	0.05	0.09	0.05	0.06	0.09	0.08	0.08	0.09	0.08	0.08	0.07	0.1	0.06		1.65	0.06	
Poly bags added (25 kg bags)	kg																														0.0		

March 4, 2020

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Declaring Buildings and Property Surplus – 1150 Portage Avenue North

Background

After the closure of the Fort Frances Children's Complex, the property and building were offered to the Sister Kennedy Centre as an option to relocate the centre. At the February 24, 2020 meeting of Council, a report was brought forward from the Sister Kennedy Centre Board informing Council that they did not wish to move locations. At this time, we need to move forward now with the disposal of this facility.

The Children's complex sits on a piece of property bound to the south by additional Town property, to the north by 8th Street, to the east by vacant property then a public lane and to the west by Portage Avenue. The property is 87.02m fronting Portage Avenue and 61.15m deep. The Town has the opportunity to sell some or all of this property and could also consider, for the right development proposal, the inclusion of the North End Rink property to the south and/or the vacant property to the east. Attached to this report you will find a map of the current property layout.

Next Steps

With the property now vacant and some of the contents redistributed to other Town departments as needed, the Town needs to begin the process of selling that building and associated property. There are a tremendous amount of contents still remaining in the building which will be dealt with separately. For the building we plan to advertise a request for proposal looking for interested parties to purchase the property. The intent is to restrict this to development proposals that would result in tax paying entity owning that property.

This property contains a 10kW roof top solar system on it under contract for a period of 20 years whereby we generate \$0.80 per kWh of generated power. Since this system was commissioned in late 2011 we have generated 62.64 MWh and \$56,155.38 in revenue towards paying off this system. The nature of the agreement is such that it can not be transferred to another building, however we can apply to transfer the agreement to another owner. A second option that the Town has would be to relocate the solar system from that building onto another building to reduce the consumption on that building but getting into another generation contract will not be possible as the program has ended. Administration is looking into the costs associated with moving the system to determine the viability of that. The most suitable candidate building at this point is the Civic Centre. The intent is to outline both options in the RFP, sale with and without the solar system.

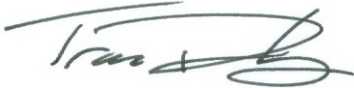
At this point, administration has discussed the future Town use of the property and there is no internal need for this building. Council now has to declare the property surplus so that the process to sell the property can begin as soon as possible to minimize the carrying costs imposed by the corporation. This type of action is typically handled by the Clerk, however due to the timeliness of this request and upcoming vacation, I have taken the liberty to cover this process.

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

1. The property, being 1150 Portage Avenue North containing the former Children's Complex building and related out buildings be declared surplus,

2. A request for proposals be released soliciting interested parties bring forward their development proposals and,
3. The Town intends to sell this property to an agency which would develop the property in a manner that would generate tax revenue for the corporation.

Respectfully Submitted

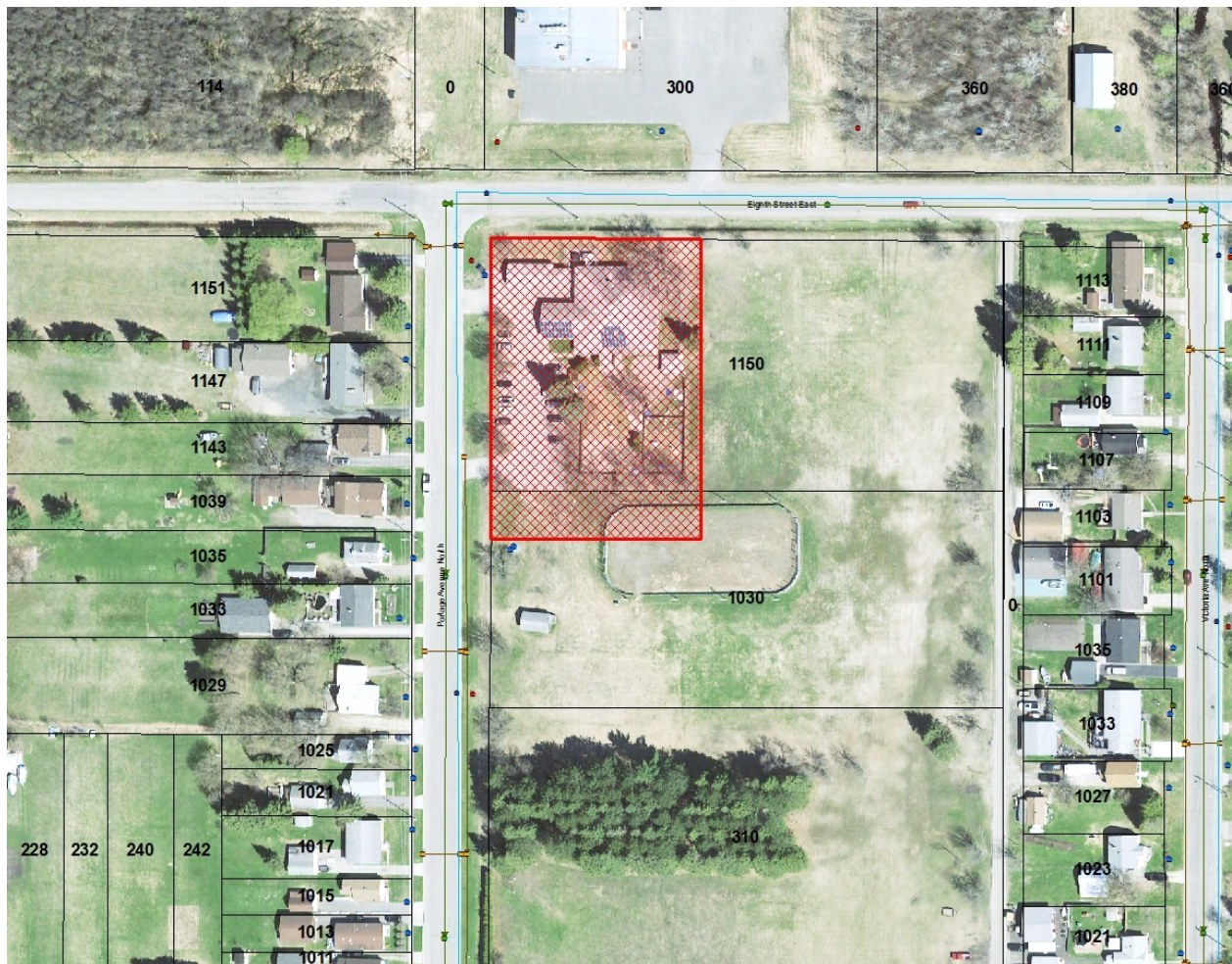


Travis Rob, P.Eng

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

- 1. The property, being 1150 Portage Avenue North containing the former Children's Complex building and related out buildings be declared surplus,**
- 2. A request for proposals be released soliciting interested parties bring forward their development proposals and,**
- 3. The Town intends to sell this property to an agency which would develop the property in a manner that would generate tax revenue for the corporation.**

Manager of Operations and Facilities



March 4, 2020

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

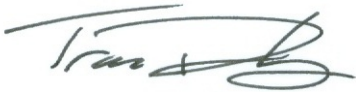
RE: Contents of the Children's Complex

After the closure of the Fort Frances Children's Complex the remaining contents were organized and grouped throughout the facility. Divisions had the opportunity to acquire any items that they could have used in their operations.

At this time the O&F Division is putting together an reasonably itemized list of the contents of the building and all out buildings and is investigating the sale of these items by way of Public Auction. See attached report from Mr. Adam Mitchell, Asset Management Coordinator.

It is the recommendation of the Operations and Facilities Executive Committee that the contents of the former Children's Complex be reasonably detailed in a listing and declared surplus at a subsequent meeting of council and further that a live public auction be considered for the sale of these items.

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 contents be detailed in a listing and declared surplus at a subsequent meeting of council and further that a live public auction be considered for the sale of these items.

Manager of Operations and Facilities

2020Mar4 Children's Complex Surplus Contents.docx

February 28, 2020

Report To: Travis Rob

From: Adam Mitchell, Asset Management Coordinator

RE: Daycare Contents to be Declared Surplus

Due to the closure of the Fort Frances Daycare in fall of 2019, the contents within the facility no longer meet the needs of the Town. As outlined in the Town's Procurement Policy, items that are no longer required are to be declared surplus.

Currently the O&F division is working to itemize all the facilities contents and develop the best means of liquidating these assets. Firstly, division managers were notified and given the opportunity to repurpose items throughout the organization. The next step is to offer the remaining items to the public by means of public auction or yard sale. O&F is currently assessing these options and will provide a recommendation at a future date on what will be the most beneficial method of liquidating.

Once all items have been offered to the public, all remaining items will be disposed at the Town's landfill site.

Respectfully Submitted



Adam Mitchell, P.Eng
Asset Management Coordinator

February 10, 2020

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
January 2020 Monthly Report**

As per the operating agreement, the attached document is the January 2020 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. Brad McMahon, Senior Operations Manager.

Yours truly,



Kelly Cunningham
Team Lead

For Brad J. McMahon
Senior Operations Manager

**The Corporation of the Town of Fort Frances
Wastewater Treatment Plant
(Sewage Plant)
January 2020 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 January 2020; 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.

JANUARY 2020 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	2.9 mg/L	25 mg/L	15 mg/L	16.4 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	4.9 mg/L	25 mg/L	15 mg/L	28.2 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.14 mg/L	1.0 mg/L	0.9 mg/L	0.82 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	12.48 mg/L 4.68 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		44.6 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 6.3 to 6.6; average pH was 6.5		
Temperature degrees C				Temperatures ranged from 8.5 to 10.0 C; average temperature of effluent was 8.9 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 January was 5733.8 m³ /day. This represents 64% of the design average flow. Total treated flow for the month was 177747 m³.

The Fort Frances WWTP met all effluent compliance criteria for the parameters listed above as outlined in the Environmental Compliance Approval.

**The Town of Fort Frances accepted an additional 191 m³ of sewage from the New Gold mine site into the collection system in January. 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 and restrictor cleaning on the Fournier press
- Drained and inspected teacup, hosed snail
- Changed oil blowers 3 and 4
- Thawed alum line
- Replaced tubing influent auto sampler
- Repaired main gate
- Cleaned all UV sleeves banks A, B and C
- Replaced belt head works air handler
- Replaced UV sensor bank B

Pump Stations:

- Ran gensets
- Changed seal water strainers
- Removed grease from Boundary Road wet well
- Replaced UPS units at White Pine and Boundary Road lift stations
- Pulled and cleaned pump 1 at Boundary Road lift station

PROCESS AND OPTIMIZATION ISSUES

SLUDGE SUMMARY

Dennis Robinson Limited hauled a calculated total of 113.2 m³ (12 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 16.2% TS for the month but slump test results from the landfill site have not been provided. The Fournier press ran for 132.3 hours in January.

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 481 (x 180 multiplier) kWh.

The main building garage door opener was repaired.

Crane and lifting device inspections were completed.

The Fournier press has been operated 132.3 hours in 2020.

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)

2020 Fort FrancesWastewater

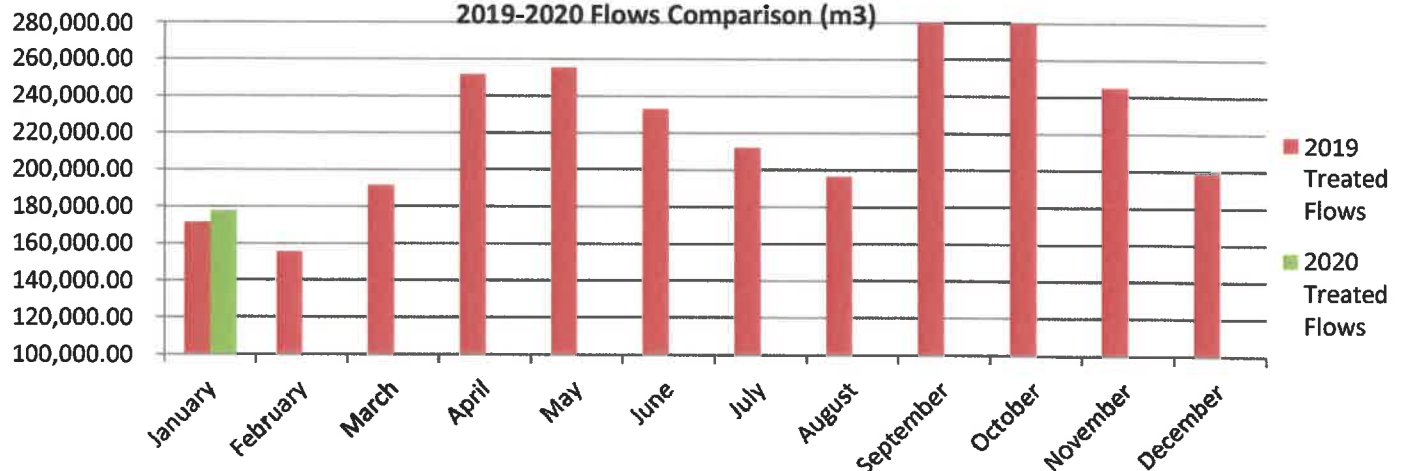
Month	Sewage Flows Year 2020					Usage	Calculated	Sludge	Removal Efficiency	
	Avg. Day	MaxDay	Total	Total	Total	%Plant	Volume	Bins	CBODS 0,96868250	
	Flow	Flow	Treated	ByPass	Volume	Coactiv	Hauled	Hauled	Suspended Solids	0,97079857
	m3	m3	Volume ML	Volume ML	ML		M3		TotalPhosphorus	0,94594594
January	5733.8	6060	177747		177747	64%	113.2	12		
February						0%				
March						0%				
April						0%				
May						0%				
June						0%				
July						0%				
August						0%				
September						0%				
October						0%				
November						0%				
December						0%				
Sum				0	177747		113.2	12		
Average	5734		177747		177747	64%	113.2	12.0		
Max		6060	177747		177747			12		
ECA	9000	18000								

Month	BOD5/CBDD5			Suspended Solids			Total Phosphorus			Nitrogen		E. Coli	pH	
	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Geo Mean	Monthly	Monthly
	800	CBDD	CBDD	S,S	S,S	S.S	T.P	T.P	T.P	TKN	Total N	Counts	Minimum	Maximum
	(mg/ L)	(mg/L)	(kg/day)	(mg/L)	Img/L)	(kg/day)	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	/ 100ml		
January	92.6	2.9	16.4	167.8	4.9	28.2	2.59	0.14	0.82	16.2	12.5	44.6	6.3	6.6
February														
March														
April														
May														
June														
July														
August														
September														
October														
November														
December														
Average	92.6	2.9	16.4	167.8	4.9	28.2	2.6	0.14	0.82	16.2	12.5	44.6	6.3	6.6
Max	92.6	2.9	16.4	167.8	4.9	28.2	2.6	0.14	0.82	16.2	12.5	44.6	6.3	6.6
ECA		25	225		25	225		1.0	9.0			200	6.0	9.5

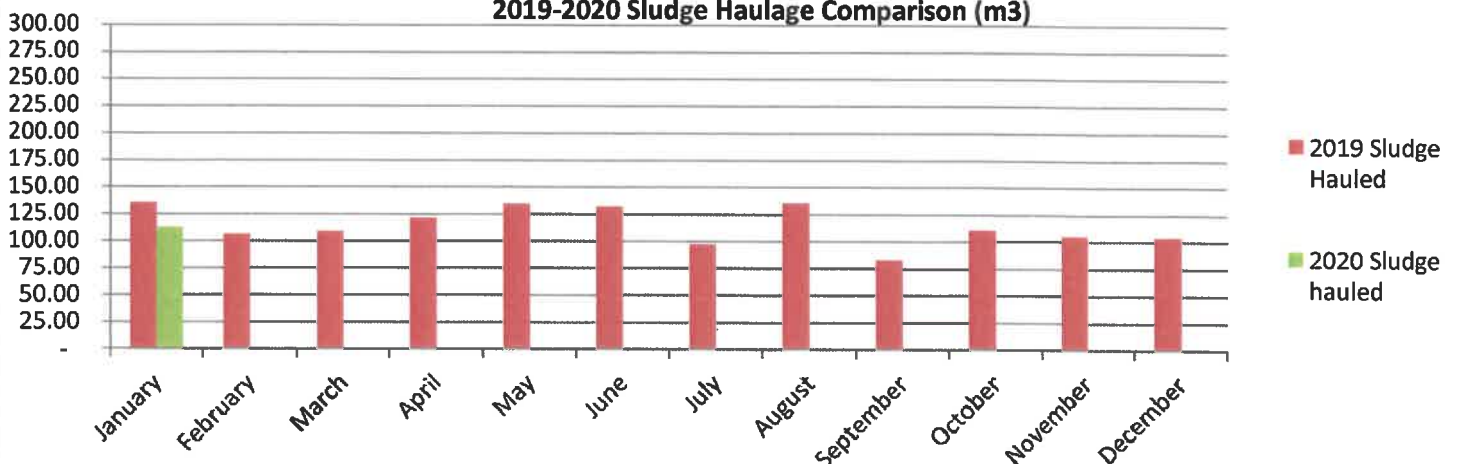
2019-2020 Comparison Chart

Month	2019 Treated Sewage	2020 Treated Sewage	% Variance 2019 to 2020	2019 Hauled Sludge	2020 Hauled Sludge	% Variance 2019 to 2020
	m3	m3	m3	m3 (calculated)	m3 (calculated)	m3
January	171,621.00	177,747.00	3%	136.00	113.20	-17%
February	155,707.00		#DIV/0!	106.70		-100%
March	191,603.00		#DIV/0!	109.20		-100%
April	251,711.00		#DIV/0!	121.60		-100%
May	255,574.00		#DIV/0!	135.00		-100%
June	233,001.00		#DIV/0!	132.60		-100%
July	212,351.00		#DIV/0!	97.70		-100%
August	196,772.00		#DIV/0!	136.00		-100%
September	315,918.00		#DIV/0!	83.10		-100%
October	441,076.00		#DIV/0!	111.10		-100%
November	245,097.00		#DIV/0!	105.70		-100%
December	199,047.00		#DIV/0!	104.50		-100%
Totals	2,869,478.00	177,747.00	-1514%	1,379.20	113.20	-92%

2019-2020 Flows Comparison (m3)



2019-2020 Sludge Haulage Comparison (m3)



Workorder Summary Report

Report Start Date: Jan 1, 2020 12:00 AM
 Report End Date: Jan 31, 2020 11:59 PM
 Location: 1103*
 Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
 Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					WorkLog Detail
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finish	
1579048	0000227376	PANEL ALARM/ DIALER	1103, Fort Frances WPCP, Process, Process Control & Monitoring	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1103	COMP	1/1/20 12:00 AM	1/30/20 02:55 PM	1/30/20 02:55 PM	
1579052			1103, Fort Frances WPCP	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Gensets Inspection/ Functional Tests (1m) 1103	COMP	1/1/20 12:00 AM	1/27/20 09:00 AM	1/27/20 11:00 AM	Monthly Gensets -I ran all gensets under load for 1 hour.
1579069			1103, Fort Frances WPCP	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1103	COMP	1/1/20 12:00 AM	1/27/20 07:00 AM	1/27/20 08:00 AM	Monthly H&S -No issues at this time.
1579080			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 1103	COMP	1/1/20 12:00 AM	2/2/20 03:35 PM	2/2/20 03:35 PM	
1579450			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	Blowers/Motors Inspection/Service (1m/3m) 1103	COMP	1/1/20 12:00 AM	1/30/20 08:00 AM	1/30/20 09:00 AM	Monthly Blower Maint. -I changed oil and greased in blowers 3 & 4.
1579458	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	1/1/20 12:00 AM	1/27/20 08:00 AM	1/27/20 09:00 AM	Teacup Inspection -I hosed the unit.

2020 - Tonnage at Landfill Site - Updated January 16, 2020

2020 - Tonnage at Landfill Site - Updated January 16, 2020										2019		2020			
MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2019	Average last 10 years	2020	Total Fees	Average last 10 years	Total Fees	2020-2019 Tonnes	2020-2019 Fees
								Total Tonne	Total Tonne	Total Tonne		Fees 2010 to 2019			
JAN	155.55	36.11	264.88	61.50	10.30	2.39	0.00	548.19	395.44	430.73	\$27,590.90	\$21,533.59	\$27,424.15	-117.46	-\$166.75
FEB		#DIV/0!		#DIV/0!		#DIV/0!		360.69	317.98	0.00	\$21,887.90	\$17,034.00		-360.69	-\$21,887.90
MAR		#DIV/0!		#DIV/0!		#DIV/0!		485.71	426.17	0.00	\$76,269.12	\$23,642.71		-485.71	-\$76,269.12
APRIL		#DIV/0!		#DIV/0!		#DIV/0!		740.62	580.93	0.00	\$49,329.50	\$32,712.97		-740.62	-\$49,329.50
MAY		#DIV/0!		#DIV/0!		#DIV/0!		854.39	729.67	0.00	\$50,989.10	\$39,340.52		-854.39	-\$50,989.10
JUNE		#DIV/0!		#DIV/0!		#DIV/0!		757.98	827.61	0.00	\$46,821.00	\$39,940.83		-757.98	-\$46,821.00
JULY		#DIV/0!		#DIV/0!		#DIV/0!		769.45	604.11	0.00	\$47,024.80	\$36,877.55		-769.45	-\$47,024.80
AUG		#DIV/0!		#DIV/0!		#DIV/0!		732.28	678.70	0.00	\$49,303.70	\$37,960.82		-732.28	-\$49,303.70
SEPT		#DIV/0!		#DIV/0!		#DIV/0!		662.16	673.32	0.00	\$42,611.05	\$38,481.31		-662.16	-\$42,611.05
OCT		#DIV/0!		#DIV/0!		#DIV/0!		673.40	834.68	0.00	\$44,233.50	\$43,709.40		-673.40	-\$44,233.50
NOV		#DIV/0!		#DIV/0!		#DIV/0!		677.40	576.61	0.00	\$41,877.80	\$30,714.80		-677.40	-\$41,877.80
DEC		#DIV/0!		#DIV/0!		#DIV/0!		433.30	428.15	0.00	\$26,849.40	\$22,463.35		-433.30	-\$26,849.40
Average per monthly	155.55	#DIV/0!	264.88	#DIV/0!	10.30	#DIV/0!	0.00		589.45	35.89	\$43,732.31	\$32,034.32	\$27,424.15	-1,704.48	-245,463.37
Total	155.55		264.88		10.30		0.00		7073.37	430.73	\$524,787.77	\$384,411.84	\$27,424.15	-7264.84	-\$497,363.62
Town of Fort Frances Tonnage											\$524,787.77	Actual	\$27,424.15		
	420.43										\$407,271.00	Budget	\$414,194.00		
Total Tonnage	430.73										\$524,787.77	Forecasted	\$329,089.80		
Residential Tonnage	155.55	36.11%													
ICI Tonnage	264.88	61.50%													
Coverage material	0.00														

Aircraft Landings 2020
As of January 31, 2020

Month	Bearskin Flights			Bearskin Passengers			Air Bravo Passengers			Government			Private			Med-I-vacs			International			Commercial			Totals			Variance
	2020	2019	2018	2020	2019	2018	2020	2019	2018	2020	2019	2018	2020	2019	2018	2020	2019	2018	2020	2019	2018	2020	2019	2018	2020	2019	2018	2020-2019
January	56	54	68	140	160	198	8	8	0	2	0	0	15	4	3	50	60	55	0	0	2	45	42	73	168	328	143	-160
February		56	66		197	187		15	0		13	0		1	2		43	57		0	3		38	56	0	363	156	-363
March		61	73		160	249		11	0		13	0		10	5		52	43		2	6		42	57	0	351	178	-351
1/4 Total	56	171	207	140	517	634	8	34	0	2	26	0	15	15	10	50	155	155	0	2	11	45	122	186	168	1042	477	-874
April		59	77		197	270		7	0		5	0		9	7		57	42		3	6		40	42	0	377	186	-377
May		67	77		196	276		5	2		14	4		19	19		63	35		25	28		43	54	0	432	229	-432
June		61	68		208	219		9	4		13	4		48	24		57	36		81	70		39	49	0	516	273	-516
1/2 Total	56	358	429	140	1118	1399	8	55	6	2	58	8	15	91	60	50	332	268	0	111	115	45	244	331	168	2367	1165	-2199
July		61	74		173	228		10	7		4	10		28	40		54	38		69	79		42	41	0	441	286	-441
August		69	69		236	219		5	5		10	6		33	41		57	41		64	65		40	44	0	514	322	-514
September		62	66		180	197		12	2		8	29		14	33		52	44		46	45		34	37	0	408	230	-408
3/4 Total	56	550	638	140	1707	2043	8	82	20	2	80	53	15	166	174	50	495	391	0	290	304	45	360	453	168	3730	2003	-3562
October		66	68		219	254		13	8		5	5		22	18		57	37		8	8		44	43	0	434	203	-434
November		61	71		180	209		17	1		0	2		6	5		56	41		1	1		37	40	0	358	168	-358
December		47	55		111	197		13	7		0	0		13	7		43	41		3	0		38	34	0	268	122	-268
Total	56	724	832	140	2217	2703	8	125	36	2	85	60	15	207	204	50	651	510	0	302	313	45	479	570	168	310	2496	-142

Fort Frances Airport - Page 2/2 - Fuel Sales - January 31st 2020																			
Fuel Sales Recap - 2020									2020	2019	2018	2017	2016	2015	2014	2013	2012	9 year	Variance
Month	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	per	Average	2020-2019
	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	month	2020 to 2012	per month
January	435	132	7,527	7,918		0	7,962	8,050	7,962	8,050	16,597	25,675	7,528	8,692	11,543	7,216	10,252	11,082	-8,635
February		159		15,882		0	0	8,050		7,991	16,286	12,503	11,904	11,231	12,304	6,197	6,918	9,891	-16,286
March		999		28,758		0	0	8,050		13,716	9,798	21,928	13,255	17,795	10,508	12,077	9,329	13,200	-9,798
April		2,378		40,389		0	0	8,050		13,010	10,398	13,102	8,592	13,219	8,377	4,453	8,251	9,411	-10,398
May		4,993		56,441		0	0	8,050		18,667	24,839	21,362	24,681	16,161	29,753	18,350	21,891	21,722	-24,839
June		10,853		81,644		0	0	8,050		31,063	27,380	27,380	26,015	45,698	30,789	22,786	23,537	28,930	-27,380
July		14,810		94,833		0	0	8,050		17,146	23,461	24,642	29,002	28,150	14,441	19,232	32,650	23,094	-23,461
August		20,259		106,408		0	0	8,050		17,024	30,430	23,029	21,119	36,638	20,450	20,075	30,783	24,557	-30,430
September		25,562		117,648		0	0	8,050		16,543	25,191	13,489	21,325	24,238	21,837	18,005	19,431	20,286	-25,191
October		27,823		124,463		0	0	8,050		9,076	10,769	16,604	30,655	8,216	15,472	13,109	11,325	14,323	-10,769
November		28,101		126,387		0	0	8,050		2,202	10,748	9,924	22,349	11,616	7,238	6,398	8,170	9,492	-10,748
December		29,063		130,118		0	0	8,050		5,852	13,243	6,560	13,797	7,592	6,849	2,028	8,179	7,394	-13,243
Total	435		7,527		0		7,962		7,962	160,340	219,140	216,198	230,222	229,246	189,561	149,926	190,716	193,381	-211,178

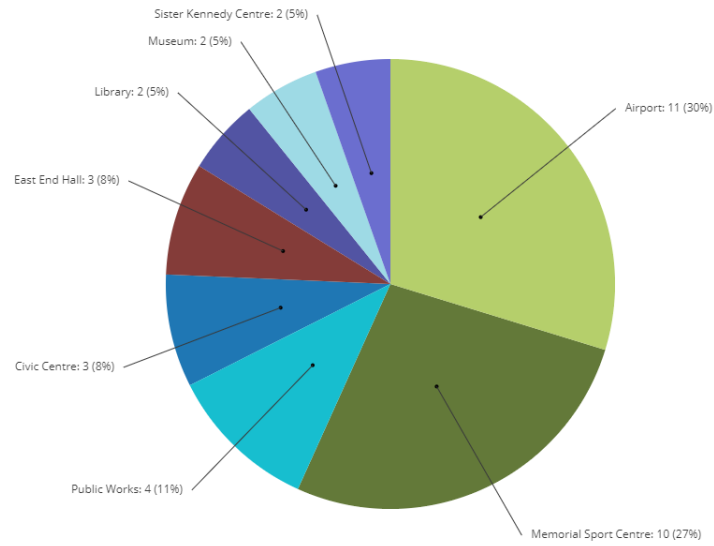
Lowest month in last 9 years

Highest month in last 9 years

Highest month

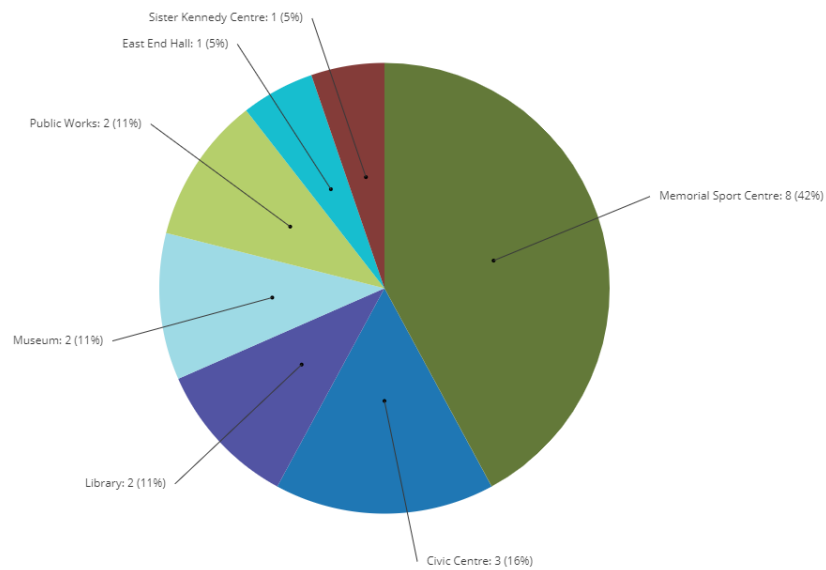
lowest month

February Work Order Distribution



TOTAL: 37

February General Maintenance Work Orders



TOTAL: 19

ID	Origin ID	Department	Work Order Type Group	Work Order Type	Work Order Subtype	Status	Assigned To	Created Date	Completed Date	Most Recent Note	Asset ID
WO-3719		Com Serv - East End Hall	East End Hall	Daily Inspection		In Progress	Jim Garvie	2/28/2020 15:36		Inspect East End Hall, Weight Scale, Marina, Tourist Information Building, Old Library, Old Nursing Station. and the old daycare.	
WO-3718		Civic Centre	Civic Centre	General Maintenance - Civic Centre	Carpentry	In Progress	Jim Garvie	2/28/2020 11:15		Repair desk for I.T, folks	
WO-3717		Civic Centre	Civic Centre	General Maintenance - Civic Centre	Carpentry	In Progress	Jim Garvie	2/26/2020 11:12		Move desks from old daycare to civic center	
WO-3716		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/25/2020 15:24	2/26/2020 11:11	Repair the floor mats in the 52 change room hall way	
WO-3715		Com Serv - Museum	Museum	General Maintenance-Museum	HVAC Maintenance	Completed	Jim Garvie	2/25/2020 15:21	2/25/2020 15:22	Clean drain valve for the Honeywell humidifier in the basement	
WO-3714		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/24/2020 14:27	2/27/2020 15:31	Replace 2 fire extinguisher cabinets in the 52 lobby	
WO-3713		Com Serv - Library	Library	General Maintenance - Library	Carpentry	Completed	Jim Garvie	2/24/2020 12:46	2/24/2020 12:47	Replace the sharps container in the woman's handicap washroom	
WO-3712		Ops & Fac - Public Works	Public Works	General Maintenance-PW	Electrical Maintenance	In Progress	Jim Garvie	2/24/2020 11:07		Replace burnt light bulbs in the garage	
WO-3711	PM-3591	Com Serv - Sister Kennedy	Sister Kennedy Centre	Preventative Maintenance-Sister Kennedy	HRV Filter Wash	Not Started	Jim Garvie	2/20/2020 8:55			22677
WO-3710		Com Serv - East End Hall	East End Hall	General Maintenance-East End Hall		Completed	Jim Garvie	2/13/2020 11:21	2/13/2020 11:21	Repair door latch	
WO-3709		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		In Progress	Jim Garvie	2/13/2020 10:17		Various jobs	
WO-3708		Com Serv - Library	Library	General Maintenance - Library	Plumbing Maintenance	Completed	Jim Garvie	2/13/2020 7:31	2/13/2020 10:07	Repair the toilet in the men's washroom	
WO-3707		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/12/2020 14:58	2/19/2020 14:46	Remove old piping from the 52 rink compressor room	
WO-3706		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/11/2020 11:18	2/12/2020 14:55	Repair various items in the pool chemical room	
WO-3705		Com Serv - Museum	Museum	General Maintenance-Museum	HVAC Maintenance	In Progress	Jim Garvie	2/10/2020 8:54		T/S low humidity on the main and upper floors	
WO-3704	PM-3586	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Not Started	Mike Beyak	2/9/2020 15:17			22678
WO-3703	PM-3585	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Not Started	Mike Beyak	2/9/2020 15:16			21835
WO-3702	PM-3584	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Not Started	Mike Beyak	2/9/2020 15:16			21836
WO-3701	PM-3583	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Not Started	Mike Beyak	2/9/2020 15:15			21837
WO-3700	PM-3582	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Not Started	Mike Beyak	2/9/2020 15:15			21838
WO-3699	PM-3581	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Not Started	Mike Beyak	2/9/2020 15:14			21842
WO-3698	PM-3580	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Not Started	Mike Beyak	2/9/2020 15:14			21843
WO-3697	PM-3579	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Check Oil Level, Drain Water	Not Started	Mike Beyak	2/9/2020 15:14			21841
WO-3696	PM-3578	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Not Started	Mike Beyak	2/9/2020 15:13			21845
WO-3695	PM-3577	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Not Started	Mike Beyak	2/9/2020 15:13			21840
WO-3694	PM-3576	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Not Started	Mike Beyak	2/9/2020 15:12			21839
WO-3693		Com Serv - MSC	Memorial Sport Centre	Bench Monthly Detail Inspection		Completed	Jim Garvie	2/7/2020 15:32	2/10/2020 12:03	Replace the double sink drain pipes for the snack kitchen	
WO-3692		Ops & Fac - Public Works	Public Works	General Maintenance-PW		Completed	Jim Garvie	2/7/2020 7:34	2/7/2020 11:00	Replace burnt out bulbs in the front conference room lights.	
WO-3691		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/6/2020 15:43	2/7/2020 15:30	Repair lifted flooring in the weight room	
WO-3690		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/6/2020 14:49	2/6/2020 14:49	Replace 5 toilet paper dispensers	
WO-3689		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/5/2020 12:05	2/6/2020 14:45	Repair the entry way hand rail	
WO-3688		Civic Centre	Civic Centre	General Maintenance - Civic Centre	Carpentry	Completed	Jim Garvie	2/4/2020 12:05	2/4/2020 13:32	Repair the middle garage door for the OPP garage	
WO-3687		Com Serv - Sister Kennedy	Sister Kennedy Centre	General Maintenanc-Sister Kennedy	Carpentry	Completed	Jim Garvie	2/4/2020 9:05	2/4/2020 15:23	Install dead bolt for the carpenter shop	
WO-3686	PM-3575	Ops & Fac - Public Works	Public Works	Preventative Maintenance	HRV Filter Change	Not Started	Jim Garvie	2/3/2020 11:04			22696
WO-3685	PM-3574	Ops & Fac - Public Works	Public Works	Preventative Maintenance	Hot Water Tank Inspection	Not Started	Jim Garvie	2/3/2020 9:14			22605

ID	Origin ID	Department	Work Order Type Group	Work Order Type	Work Order Subtype	Status	Assigned To	Created Date	Completed Date	Customer Name	Most Recent Note	Asset ID
WO-3716		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/25/2020 15:24	2/26/2020 11:11		Repair the floor mats in the 52 change room hall way	
WO-3715		Com Serv - Museum	Museum	General Maintenance-Museum	HVAC Maintenance	Completed	Jim Garvie	2/25/2020 15:21	2/25/2020 15:22		Clean drain valve for the Honeywell humidifier in the basement	
WO-3714		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/24/2020 14:27	2/27/2020 15:31		Replace 2 fire extinguisher cabinets in the 52 lobby	
WO-3713		Com Serv - Library	Library	General Maintenance - Library	Carpentry	Completed	Jim Garvie	2/24/2020 12:46	2/24/2020 12:47		Replace the sharps container in the woman's handicap washroom	
WO-3710		Com Serv - East End Hall	East End Hall	General Maintenance-East End Hall		Completed	Jim Garvie	2/13/2020 11:21	2/13/2020 11:21		Repair door latch	
WO-3708		Com Serv - Library	Library	General Maintenance - Library	Plumbing Maintenance	Completed	Jim Garvie	2/13/2020 7:31	2/13/2020 10:07		Repair the toilet in the men's washroom	
WO-3707		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/12/2020 14:58	2/19/2020 14:46		Remove old piping from the 52 rink compressor room	
WO-3706		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/11/2020 11:18	2/12/2020 14:55		Repair various items in the pool chemical room	
WO-3693		Com Serv - MSC	Memorial Sport Centre	Bench Monthly Detail Inspection		Completed	Jim Garvie	2/7/2020 15:32	2/10/2020 12:03		Replace the double sink drain pipes for the snack kitchen	
WO-3692		Ops & Fac - Public Works	Public Works	General Maintenance-PW		Completed	Jim Garvie	2/7/2020 7:34	2/7/2020 11:00		Replace burnt out bulbs in the front conference room lights.	
WO-3691		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/6/2020 15:43	2/7/2020 15:30		Repair lifted flooring in the weight room	
WO-3690		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/6/2020 14:49	2/6/2020 14:49		Replace 5 toilet paper dispensers	
WO-3689		Com Serv - MSC	Memorial Sport Centre	General Maintenance - MSC		Completed	Jim Garvie	2/5/2020 12:05	2/6/2020 14:45		Repair the entry way hand rail	
WO-3688		Civic Centre	Civic Centre	General Maintenance - Civic Centre	Carpentry	Completed	Jim Garvie	2/4/2020 12:05	2/4/2020 13:32		Repair the middle garage door for the OPP garage	
WO-3687		Com Serv - Sister Kennedy	Sister Kennedy Centre	General Maintenanc-Sister Kennedy	Carpentry	Completed	Jim Garvie	2/4/2020 9:05	2/4/2020 15:23		Install dead bolt for the carpenter shop	
WO-3684		Com Serv - East End Hall	East End Hall	Daily Inspection		Completed	Jim Garvie	1/31/2020 7:30	2/28/2020 15:37		Inspect East End Hall, Weight Scale, Marina, Tourist Information Building, Old Library, Old Nursing Station. and the old daycare.	
WO-3683		Com Serv - MSC	Memorial Sport Centre	Bench Monthly Detail Inspection		Completed	Jim Garvie	1/31/2020 7:28	2/5/2020 12:02		Install 2 cabinets for the I. T. folks	
WO-3644	PM-3534	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Check Oil Level, Drain Water	Completed	Mike Beyak	1/20/2020 17:18	2/9/2020 15:14			21841
WO-3643	PM-3533	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Completed	Mike Beyak	1/20/2020 17:18	2/9/2020 15:13			21839
WO-3642	PM-3532	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Completed	Mike Beyak	1/20/2020 17:17	2/9/2020 15:13			21840
WO-3641	PM-3531	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Completed	Mike Beyak	1/20/2020 17:17	2/9/2020 15:14			21845
WO-3640	PM-3530	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Completed	Mike Beyak	1/20/2020 17:17	2/9/2020 15:14			21843
WO-3639	PM-3529	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Completed	Mike Beyak	1/20/2020 17:16	2/9/2020 15:15			21842
WO-3638	PM-3528	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Completed	Mike Beyak	1/20/2020 17:16	2/9/2020 15:15			21838
WO-3637	PM-3527	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Completed	Mike Beyak	1/20/2020 17:16	2/9/2020 15:16			21837
WO-3636	PM-3526	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Completed	Mike Beyak	1/20/2020 17:15	2/9/2020 15:16			21836
WO-3635	PM-3525	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Completed	Mike Beyak	1/20/2020 17:15	2/9/2020 15:16			21835
WO-3634	PM-3524	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	Visual Inspection	Completed	Mike Beyak	1/20/2020 17:14	2/9/2020 15:17			22678
WO-3608	PM-3520	Com Serv - Sister Kennedy	Sister Kennedy Centre	Preventative Maintenance-Sister Kennedy	HRV Filter Wash	Completed	Jim Garvie	12/20/2019 8:46	2/20/2020 8:56			22677
WO-3599	PM-3491	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	HRV Washable Pre-Filter Vacuum and Wash/ Furnace Filter Inspection	Completed	Mike Beyak	12/4/2019 16:04	2/9/2020 15:17			21848
WO-3598	PM-3490	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	HRV Washable Pre-Filter Vacuum and Wash/ Furnace Filter Inspection	Completed	Mike Beyak	12/4/2019 16:04	2/9/2020 15:17			21849
WO-3597	PM-3489	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	HRV Washable Pre-Filter Vacuum and Wash/ Furnace Filter Inspection	Completed	Mike Beyak	12/4/2019 16:04	2/9/2020 15:18			21846
WO-3596	PM-3488	Ops & Fac - Fort Frances Muni Airport	Airport	Monthly Inspection-Airport	HRV Washable Pre-Filter Vacuum and Wash/ Furnace Filter Inspection	Completed	Mike Beyak	12/4/2019 16:04	2/9/2020 15:18			21847
WO-3521	PM-3463	Ops & Fac - Public Works	Public Works	Preventative Maintenance	HRV Filter Change	Completed	Jim Garvie	11/12/2019 10:48	2/3/2020 11:04			22696
WO-3330	PM-3332	Ops & Fac - Public Works	Public Works	Preventative Maintenance	Hot Water Tank Inspection	Completed	Jim Garvie	8/6/2019 14:25	2/3/2020 9:14			22605