

TOWN OF FORT FRANCES

Operations and Facilities Executive Committee

AGENDA - December 9, 2020, 8:30 AM

MEETING - Civic Centre

Session #019

Join Microsoft Teams Meeting

+1 807 701 5975 Canada, Thunder Bay, (Toll)

Conference ID: 757 682 90#

Page

1. **Call to Order**
2. **Election of Chair and Vice Chair**
3. **Disclosure of pecuniary interest and the general nature thereof**
4. **Approval of Previous Committee Minutes**
 - 4.1 Minutes from the previous meeting on November 18, 2020. 3 - 4
5. **New Business**
 - 5.1 Request for Relief from the costs to install sewer main and services 5 - 14
 - 5.2 Draft Updated Blue Box Recycle Regulation 15 - 16
 - 5.3 Ban on Single Use Plastics - Advertising Campaign 17 - 23
 - 5.4 Application to the Investing in Canada Infrastructure Program COVID Fund 24
6. **Information**
 - 6.1 Operations and Facilities Division - Public Works Area - Operations Statistics - September 2020 25 - 28
 - 6.2 Operations and Facilities Division - Public Works Area - Operations Statistics - October 2020 29 - 32
 - 6.3 Operations and Facilities Division - Public Works Area - Operations Statistics - November 2020 33 - 36
 - 6.4 Operations and Facilities Division - Environmental Area - Operations Statistics - July, August, September, October and November 2020 37 - 41
 - 6.5 Water and Sewer Works 2020 42 - 44

7. **Adjourn / Next Meeting Date**

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #018

November 18, 2020

A meeting of the Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Committee Room and via Microsoft Teams (virtual meeting resources) on Wednesday November 18, 2020 from 8:30 a.m. to 9:30 a.m.

PRESENT: Chairperson R. Wiedenhoeft - Councillor, M. Behan - Councillor, J. McTaggart - Councillor, Mayor J. Caul (ex-officio)

ALSO PRESENT: T. Rob, Manager of Operations & Facilities, D. Brown, CAO

1 Call to Order

1.1 The meeting was called to order at 8:30 a.m.

2 Disclosure of pecuniary interest and the general nature thereof

2.1 None

3 Approval of Previous Committee Minutes

3.1 Minutes from the previous meeting on November 4, 2020 - the minutes were approved as circulated.

4 New Business

4.1 ESRI Small Local Government Enterprise License Agreement (ELA) Renewal - the administration report was approved as presented.

4.2 Purchase of New Wheel Loader and Implements - the administration report was approved as presented.

4.3 2021 Operations and Facilities Division User Fees and Charges - the administration report was approved as presented.

4.4 Report #1 - Establishing 2021 Water and Sewer Rates - the administration report was approved as amended.

5 Information

- 5.1 Fort Frances Wastewater Treatment Facility October 2020 Monthly Report - the Wastewater Statistics were received and will be forwarded to Council as information only. No action required.
- 5.2 Tonnage at Landfill Site - updated November 13, 2020 - the Landfill Statistics were reviewed and will be forwarded to Council as information only. No action required.
- 5.3 Sewer and Water Data for 2020 - the sewer and water statistics were reviewed and will be forwarded to Council as information only. No action required.
- 5.4 Airport Statistic as of October 31, 2020 - the airport statistics were reviewed and will be forwarded to Council as information only. No action required.

6 Adjourn / Next Meeting Date

- 6.1 Meeting adjourned at 9:30 a.m.

Next meeting December 9, 2020.

Executive Committee Chair

T. Rob, Manager of Operations & Facilities

December 9, 2020

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request for Relief from the costs to install sewer main and services

Mr. Steiner is bringing forward a request for relief from the cost associated with the installation of sewer service to 825 Colonization Road East as a prospective buyer with a conditional offer on the house in question. This, coupled with only one meeting in December, is why the matter was brought straight to the Operations and Facilities Executive Committee as opposed to being referred through Council.

In June 2016, a report was brought through Council outlining the installation of additional sanitary sewer main on Colonization Road East south of Fifth Street to service three properties, two with residences on them and one vacant. The report has been attached for this Council to understand the issues relating to the installation at that time. The three properties in question are currently serviced by a service line crossing the three properties and a fourth, under it's garage to 5th Street. In 2007, the Town completed a Building Permit appraisal form and noted that, at that time, the existing service had been inspected and was in sound condition. This was completed for the construction of the new dwelling, which is standard practice. With that determination, the newly constructed house was allowed to connect to the existing sewer service. At that time there was no alternative option as there was no sanitary sewer main along this section of Colonization Road East.

During the road reconstruction in 2016, to address potential issues down the road with a failure of the existing sewer service and to take advantage of applicable cost savings relating to the reconstruction of the roadway, the Town installed a sanitary main extension with services to property line to be ready for connection when the existing service fails. This has been done in other locations around town when roads are being reconstructed and vacant lots are along the segment that are unserved. The Town pays the cost to install the service and related infrastructure and the property owner reimburses the Town when they connect. This is a more cost-effective way of completing this work, especially in this situation. As is the case in the Town, the owner/developer is responsible for all costs associated with servicing a property, including any main extensions and service costs. Most recently was a development on 8th Street West where the developer paid for the installation of approximately 100m of watermain and sanitary main within the road allowance to service their development.

In 2016, the total cost for the installation of the new main extension, services, engineering, and the Town's portion of HST was \$63,366.97 split across three properties that were serviced, means that each property would be paying \$21,122.32 upon connection to the new service. In addition to that cost, there would be any applicable costs to complete the private works.

Based on the information on file for this property, and the recommendations from the June 22, 2016 Administration report, it is the recommendation of the Operations and Facilities Executive Committee that the property owner pay 1/3 of the costs to install new sewer main and service to the property line at 825 Colonization Road East at time of connection, totalling \$21,122.32.

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 property owner pay 1/3 of the costs to install new sewer main and service to the property line at 825 Colonization Road East at time of connection, totalling \$21,122.32.

Manager of Operations and Facilities

2020Dec9 Request for Relief from servicing costs 825 Colonization Road East.docx

RR2 Site 218-88
Fort Frances, ON
P9A 3M3
steiner_ryan21@hotmail.com
807-355-2256

Dear Mayor and Council:

I am writing to request consideration to waive the cost of paying \$21,000 for a third of the cost of a main line along Colonization Road East.

I would ask reconsideration for the following reasons:

- When the house was built in 2009, the Town of Fort Frances approved a connection to an existing main sewer line that runs underneath 3 houses and a garage. Since then, there has been many issues with the sewer system, which is out of the home owners control.
- The line has had to be examined with a camera and it was determined that the sewer line is made of tar paper substance that has since deteriorated and caused sewer to back up into the laundry room of the house.
- The line also has had to be snaked to clear the line in February 2020, due to a sewer block that occurred from the failing main sewer line. This was also determined by a camera. There is historical problems over the last several years. In speaking with Mr. Rob from the town, we have been informed that clearing the line is a temporary fix and is destined to fail eventually.
- I have contacted 3 insurance companies who will not insure for sewer backup due to the existing situation, until this new Colonization sewer line connection is established.
- In 2015 work was undertaken to upgrade road and infrastructure along Colonization Road and a decision was made to install a new sewer line. I assume that this decision was made knowing that the existing main line servicing those 3 properties would have sewer failure due to the deterioration of the existing main line.
- In order to be connected to the main line on Colonization Road, the town is asking the home owners to cover the cost of that install which amounts to \$21,000 for this residence.
- The approximate plumbing cost of \$10,000 to run the line from the house to the street main line is the responsibility of the property owner therefore, we are looking at over \$31,000 to connect to a working sewer line.
- The question becomes, who should be responsible for the cost of installing the main line and who should be responsible for a potential sewer back up. Normally, the town is responsible for the upgrading of sewer main lines and is recovered in taxation.
- As an example, if a main line failed, the town would be responsible to replace/repair the main line. It is my position that this is no different than any other failed main line.
- The only difference in this case is that the main line has already been installed and no further costs to the town.

I appreciate the time and consideration that you have given to this matter.

Respectfully,
Ryan Steiner
Sara Bennardo

Oct 1, 2020

Sanitary Main Installed in 2016 during
Road Reconstruction

3 lots Serviced 825, 835A + B

Matkinga Contracting Install cost: \$56,610.00
(change Order #3)

Install cost = \$56,610.00

Engineering (10%) = \$5,661.00

Subtotal = \$62,271.00

Town's Portion HST = \$1,095.97

TOTAL COST = \$63,366.97

$\frac{1}{3}$ Share = \$21,122.32

Due Upon CONNECTION

Ln Rgb

June 22, 2016

Report To: Mayor and Council

From: Doug Brown, Manager of Operations & Facilities

SUBJECT: Installation of Sanitary Sewer Infrastructure along Colonization Road East for Future Sanitary Service line connections for 825 & 835 Colonization Road East

Background Information

Back in August of 2007 during a zoning by-law amendment application for 825 Colonization Road East, the O & F Division clearly pointed out that the existing sanitary sewer service line for the property in question was connected to the sanitary sewer main along 5th Street and crosses two northerly abutting residential properties. It was suggested that registered easements could be considered going forward. See attached email dated August 8, 2007 addressed to Faye Flatt Municipal Planner.

It was the O & F Division's understanding that registered easements had taken place prior to issuing a new building permit. This action never occurred. The building permit was issued on September 28, 2007.

On May 16, 2016 an email was forwarded to myself from Henriette Verhoef property owner of 825 Colonization Road East (CON RIVER RANGE PT LOT 19 RP; 48R988 PART 9 PCL 10709) requesting an approximate cost to design and install sanitary sewer infrastructure along Colonization Road East to service her property and possibly the property north of her property commonly known as 835 Colonization Road East. The property with the street address of 835 Colonization Road East consists of three individual parts of land; CON RIVER RANGE PT LOT 19 RP; 48R830 PART 1 PCL 20472, PLAN 48R988 PT 7 PCL 13284 & RP 48R988 PART 8 PCL 21196. See attached plan.

As a result of this email, I discussed the issue with Mrs. Watson, property owner of 835 Colonization Road East and her daughter Joanna Renn to determine if there was interest in connecting to the new sanitary sewer infrastructure being proposed to be installed along Colonization Road East. The existing property files for 825 Colonization Road East were reviewed with the CBO.

On Monday June 6, I was informed by Joanna Renn, daughter of Mrs. Watson that her mother is not interested in connecting into the new sanitary sewer infrastructure being proposed to be installed along Colonization Road East. A letter of understanding was drafted and emailed to Henriette Verhoef for review and comments. See attached letter.

On June 20, 2016 an on-site meeting took place with Henriette Verhoef, her sister Monique Ibey and Hatch's field inspector Jim Squissato to explain the proposed letter of understanding, the drawing outlining the new sanitary sewer infrastructure being

proposed along Colonization Road East and to determine the exact location for the new sanitary sewer service line for 825 Colonization Road East.

On June 21, 2016, Henriette Verhoef declined to proceed with the installation of new sanitary sewer infrastructure along Colonization Road East to service her property at this point in time. The two main factors are as follows;

- 1) Over the past 8 years she has not experienced any sanitary sewer blockage issues with her existing sanitary sewer service line
- 2) The associated cost for designing and installing the necessary sanitary sewer infrastructure (estimated at \$ 65,332.08) is too costly at this time.

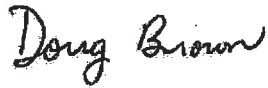
I am of the opinion that the Town should install the proposed sanitary sewer infrastructure at this point in time and recover a portion of this installation & design costs in the future through a request made by either residential property owners of 825 & 835 Colonization Road East to connect to the new sanitary sewer infrastructure. Basically, a sanitary sewer connection fee will be implemented by the Town. This is a similar situation which took place with the development of the Boston Pizza property. The exact amount of the sanitary sewer connection fee will depend on the type of future residential development that may take place on 835 Colonization Road East (1/3 or 1/2 of the total costs).

From a financial point of view, there is a \$200,000 contingency allowance set-up for the construction contract with Makkinga Contracting & Equipment Rental which could be utilized for the proposed sanitary sewer infrastructure works.

The Operations & Facilities Executive Committee recommends the following;

- 1) That the Town would be responsible for the initial design and installation costs to provide the necessary sanitary sewer infrastructure along Colonization Road East to ensure either 825 and /or 835 Colonization Road East residential properties can connect or tie-in to this new infrastructure in the future.
- 2) That if a request is received by the Town from either the residential property owner of 825 and /or 835 Colonization Road East to connect to the new sanitary sewer infrastructure along Colonization Road East that the Town ensure the appropriate sanitary sewer connection fee is charged to recover the initial design and installation costs.

Respectfully Submitted
Operations & Facilities Division,

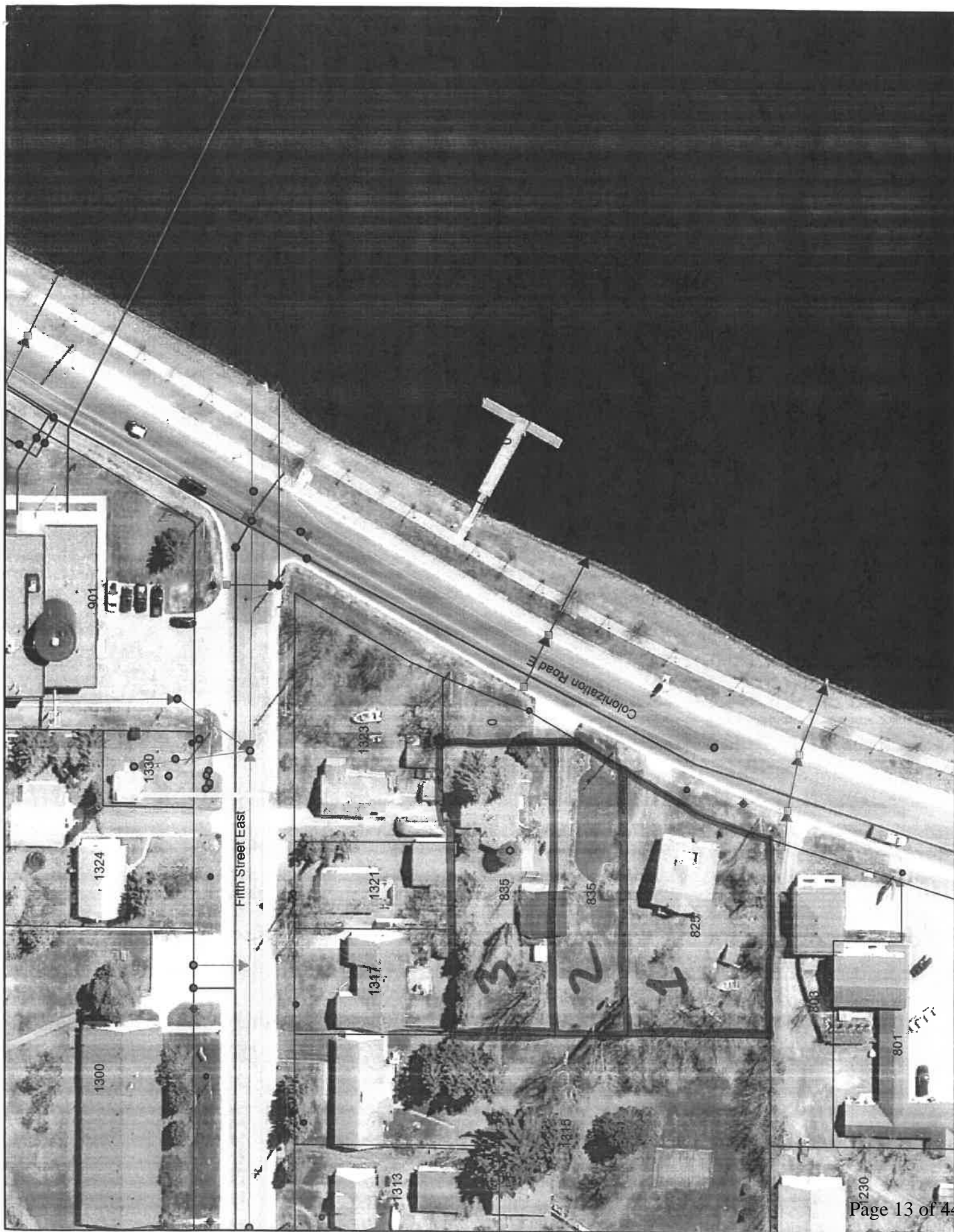


Doug Brown, P. Eng.
Operations & Facilities Manager

Council approval of this report will ensure the following:

- 1) That the Town would be responsible for the initial design and installation costs to provide the necessary sanitary sewer infrastructure along Colonization Road East to ensure either 825 and/or 835 Colonization Road East residential properties can connect or tie-in to this new infrastructure in the future.
- 2) That if a request is received by the Town from either the residential property owner of 825 and/or 835 Colonization Road East to connect to the new sanitary sewer infrastructure along Colonization Road East that the Town ensure the appropriate sanitary sewer connection fee is charged to recover the initial design and installation costs.

2016Juneadministrationreport825clonizationRoad East



BUILDING PERMIT APPRAISAL

CHECKED BY: JULIE M. CRICHTON DATE: SEPTEMBER 26, 2007

ADDRESS (of new construction): 825 COLONIZATION ROAD EAST

NAME (of developer): HENRIETTE VERHOEF

DEVELOPMENT/SUBDIVISION: NEW HOUSE CONSTRUCTION

1. EXISTING SANITARY SEWER MAIN DEPTH: -
2. EXISTING WATERMAIN DEPTH: -
3. EXISTING STORM SEWER MAIN DEPTH: -
4. EXISTING CONNECTIONS TO PROPERTY: Sewer ☒ Water ☒ Storm ☐

APPLICATION MUST BE MADE TO THE TOWN OF FORT FRANCES FOR EACH OF THE FOLLOWING, IF APPLICABLE. ALL CONNECTIONS WILL BE MADE BY THE TOWN OF FORT FRANCES AT THE DEVELOPERS COST. FORMS FOR EACH MUST BE FILLED OUT AND SIGNED BY THE DEVELOPER BEFORE A BUILDING PERMIT IS ISSUED.

5. SANITARY SEWER CONNECTION: EXISTING
6. WATER SERVICE CONNECTION: EXISTING
7. STORM SEWER CONNECTION: N/A
8. PRIVATE CROSSING - CULVERT N/A
9. PRIVATE CROSSING - CONCRETE: EXISTING

10. WEEPING TILE PUMP DISCHARGE (where): SURFACE - EXISTING SIDEYARD DITCH

11. BUILDING GRADE - ELEVATION IF SHOWN ON PLAN: TO BE SET BY PW. ENG.

12. ROAD TYPE: ASPHALT

13. DITCH OR CURB & GUTTER: CC & G

14. SWALES: SIDEYARDS

15. COMMENTS: SANITARY SEWER SERVICE WAS TELEVIEWED THIS

PAST SPRING AND DEEMED TO BE SOUND CCTV NOT REQUIRED

SIGNATURE: Julie M. Crichton

December 9, 2020

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Draft Updated Blue Box Recycle Regulation

Administration has been providing reports to Council periodically over the past year updating the process being undertaken for the update to the Ontario Blue Box Program Transition. On October 19, 2020 a draft regulation was posted on the Provinces Environmental Registry site for comment, with comments due by December 3.

The draft regulation contains many good things, particularly that all communities that currently have Blue Box programs will continue to have programs post transition as well as the inclusion of collection from Public Spaces, schools and health facilities, items advocated by AMO with support of Ontario Municipalities. In addition, the draft regulation has included transition dates for all of the current programs between 2023 and 2025 with public spaces and communities without current service due to transition in 2026 and beyond. The Town of Fort Frances transition date in the draft regulation is December 31, 2025 where our preferred transition date was October 31, 2024.

Since the release of the draft regulation, there have been many webinars from various stakeholders with an aim to clarify the regulation and develop comments to send back to the Ministry on shortcomings in the regulation or to obtain clarified wording for areas of ambiguity. In addition to that, the Town's Operations and Facilities Division staff have partnered with the neighboring communities of Dryden, Kenora, Red Lake and Sioux Lookout to form a collaborative working group aimed at helping our respective communities, with small individual quantities and intertwined programs, work to better negotiate with the future service providers through the transition to ensure the best value for our citizens.

Some concerns with the current draft program plan which have been brought forward as comments to the Ministry, as they relate to the Fort Frances program are:

1. Lack of requirement to continue to operate depot collection.

The current draft regulation stipulates that if all properties are currently serviced by curbside collection they MAY also be serviced by depot, however the regulation is specific that preference is to curbside collection. Under this requirement, there would be no requirement to service our population with a depot as we currently pickup all residential materials curbside. However due to the large population in the neighbouring unorganized communities as well as neighboring smaller municipalities we service a larger population catchment than just the Town through our depot. The unorganized territories are not considered in the regulation and may, as currently written, totally lose access to service if we no longer offer a depot.

2. Transition date consistency

As noted above, our transition date is different than what we had requested, which will require future negotiations with current suppliers to ensure uninterrupted service through transition, however of larger concern is that the municipalities in the south (Fort Frances, Emo, Rainy River, Atikokan, Sioux Lookout) are set to transition two years later than our partners in the North (Kenora, Dryden, Red Lake) which weakens our negotiation position as the, relatively small, total tonnage in the northwest is split between two transition dates. Further Sioux Lookout's recycle

program is totally serviced by the City of Dryden. Across the North there are two primary service providers with different levels of service and this needs to be all accounted for in transition.

3. Concern with contamination

There is a concern with contamination of materials and how Municipalities will be responsible for contaminated materials and who will be responsible to educate the population on these types of issues. Due to the small volumes of materials collected from the Town and our neighboring municipalities there is not a clear understanding of the contamination rate from our communities. We may, without some clarity, be fined to an unknown level for contamination in the materials collected. The draft regulation does not specify anything about contamination or how it will be handled, therefore it will likely be a negotiation point between the Town and the future service provider.

As we continue to work towards transition, Council will continue to be informed through reports to the Operations and Facilities Executive Committee outlining activities relating to Blue Box transition. At this time there is no action required and this report shall be received as information.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Travis Rob', is written over a light blue horizontal line.

Travis Rob, P.Eng

Council approval of this report is not required as this report is for Information purposes only.

Manager of Operations and Facilities

December 9, 2020

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Ban on Single Use Plastics – Advertising Campaign

Attached to this report is a report prepared by Mr. Craig Miller, P.Eng Environmental Superintendent and Mr. Patrick Briere, By-Law Enforcement Officer outlining their plan on advertising the upcoming effective date for the Town's single use plastic By-Law.

It is the recommendation of the Operations and Facilities Executive Committee that the proposed advertisement plan be implemented as presented for the January 1, 2021 commencement of the ban on single use plastics in the Town of Fort Frances.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that it is the recommendation of the Operations and Facilities Executive Committee that the proposed advertisement plan be implemented as presented for the January 1, 2021 commencement of the ban on single use plastics in the Town of Fort Frances.

Manager of Operations and Facilities

2020Dec9 Single Use Plastic Ban Communication Plan.docx

December 2, 2020

Report To: Travis Rob, P.Eng., Manager of Operations & Facilities
Planning and Development Executive Committee

From: Craig Miller, P.Eng., Environmental Superintendent
Patrick Briere, MLEO/Alternate CEMC/Public Information Officer

SUBJECT: Bylaw 11/20 – Ban on Single Use Plastics

On January 27, 2020, Mayor and Council passed Bylaw 11/20, a ban on single use plastics with exceptions as noted in the bylaw.

The bylaw is set to take effect on January 1, 2021 with enforcement set to take effect on January 1, 2022.

Patrick Briere and I have been working with local media to develop a public awareness campaign for this bylaw. It is a multi-faceted approach utilizing various forms of media, including:

- Advertising in the Fort Frances Times Bulletin, Thursday edition. This edition is circulated to all residents in town, free of charge. A sample of the ad that will run is attached.
- Advertising on 93.1 The Border. Daily ads will run 3-4 times per day until January and then continue with educational ads in the summer and fall 2021. A new campaign will commence in December 2021 and January 2022 focusing on the start of enforcement. The script for the radio ad is attached along with the schedule.
- Advertising on social media (the Town's Facebook page and Twitter account). These will be awareness campaigns utilizing the ads that the Fort Frances Times has created.
- Both the Fort Frances Times and 93.1 The Border will run news stories this month to highlight the bylaw coming into effect.
- An information insert will be included with the January water bills from the Town that would be mailed out in January 2021 and would be very similar to the ad published in the Fort Frances Times.
- The Town of Fort Frances website will have the relevant pages updated to raise awareness with respect to bylaw 11/20.

These communications are set to start the week of December 7th, 2020 and will continue through until January 2021. A reminder campaign will be launched in the summer and fall of 2021 and a campaign highlighting enforcement will commence in the 4th quarter of 2021.

We believe that this will be an effective approach and will reach a wide range of the population driving local education and awareness of bylaw 11/20.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Craig Miller', with a stylized, flowing script.

Craig Miller, P.Eng.
Environmental Superintendent

Patrick Briere
MLEO/Alternate CEMC/Public Information
Officer

Attached:

- Sample ads for the Fort Frances Times Bulletin
- Script for ad on 93.1 The Border
- Ad schedule for 93.1 The Border

It is estimated that a town the size of Fort Frances could send nearly 2 million plastic bags to the landfill each year.

Single-use plastics, it's time for change.



On January 27th, 2020, Mayor and council of the Town of Fort Frances passed By-Law No. 11/20, a ban on plastic bags, and single use food packaging. This By-Law comes into effect on Friday January 1st, 2021.

The new regulations are clearly set out and do include a number of specific exemptions. Here are the details;

PART 2: REGULATIONS

- 2.1 **Ban of Plastic Bags.** Except as provided in this by-law, no Business shall sell or provide a Checkout Bag to a Customer that is a Plastic Bag.
- 2.2 **Reusable Bags Allowed.** No Business shall deny or discourage the use by a Customer of the Customer's own reusable bag for the purpose of transporting items purchased or received by the Customer from the Business.
- 2.3 **Ban of Single-Use Food Packaging.** No Business shall sell or provide Single-Use Food Packaging to a Customer for the purpose of transporting, containing or facilitating the consumption of Prepared Food or Beverages received by the Customer from the Business.
- 2.4 **Exceptions.**
 - (1) Section 2.1 does not apply to a bag used to:
 - (a) package loose bulk items such as fruit, vegetables, nuts, grains, or candy;
 - (b) package loose small hardware items, such as nails, nuts, and bolts;
 - (c) contain or wrap frozen foods, meat, poultry, or fish, whether pre-packaged or not;
 - (d) wrap flowers or potted plants;
 - (e) protect prepared foods or bakery goods that are not pre-packaged;
 - (f) contain prescription drugs received from a pharmacy;
 - (g) transport live fish;
 - (h) protect clothing or other linens after professional laundering or dry-cleaning;
 - (i) package medical supplies and items used in the provision of health services;
 - (j) protect tires that cannot easily fit in a reusable bag; or
 - (k) collect and dispose of pet waste.
 - (2) Sections 2.1 and 2.3 do not limit or restrict the sale of bags (including Plastic Bags) or Single-Use Food Packaging intended for use at the Customer's home or business, provided the items are sold in packages of multiple quantities and are not utilized or distributed in the manner restricted by Sections 2.1 and 2.3.
 - (3) Section 2.3 does not prohibit a Business from providing a Customer with a plastic drinking straw upon individual request, provided that plastic drinking straws are not made available by the Business by default or made accessible for Customer self-service. When requesting a plastic drinking straw, the Customer does not need to specify a reason for needing a plastic drinking straw in order to receive one. Nothing in this by-law obligates a business to carry plastic drinking straws for use by Customers.

If you have questions please contact
the Town of Fort Frances By-Law Department
at 274-5323, ext. 1218.





Client: Town of Fort Frances

Slug: Single Use Plastics

Writer:

Cart #:

Starts:

Ends:

Instructions:

It is estimated that a town the size of Fort Frances could send nearly *two million* plastic bags to the landfill *each* year. It's time for a change!! Earlier this year the Mayor and Council of the Town of Fort Frances passed a By-Law banning plastic bags and single use food packaging. This ban comes into effect Friday, January 1st, 20-21. The new regulations encourage you to start using alternatives to plastic before enforcement begins in 2022. For more info, contact the Town of Fort Frances By-Law Department at 274 53 23, extension 12-18.



Proposed: 2020-12-02
Ph:
Fax:

Revised: 2020-12-02 12:45:25 PM
Ref: 5295
Page: 1

CFOB

Client: TOWN OF FORT FRANCES - FF
Product: Single Use Plastics ByLaw

Agency: Direct
Contact: Craig Miller
AE: TRIMBLE, KATY
Assistant:

Campaign Summary	
Demo: A25-64 Market: Fort Frances Total Occ: 168 Aud Source: (1) FL11	P.O. #: Contract Total: \$1,680.00
Number of Weeks: 8 Campaign Dates: 2020-12-07 to 2021-01-03 [4 wk(s)]; 2021-01-04 to 2021-01-31 [4 wk(s)]; Comments: Prime(Rtgs): Mo-Su 6:00 pm-11:30 pm 0%.	

Proposed Schedule																
Days		Hours	Program	Rate(\$)	Rtg	Aud (000)	Len (m:ss)	Dec.				Jan.				Ttl Occ.
MTWTFSS								7	14	21	28	4	11	18	25	
Mo-Su	06:00 - 19:00	RP 6A - 7P	[DSA: M=2, T=2, W=2, Th=2, F=2, Sa=2, Su=2]	\$20.00	0.00	0.0(1)	0:30	14	14	14	14				56	
Mo-Su	06:00 - 19:00	RP 6A - 7P	[DSA: M=2, T=2, W=2, Th=2, F=2, Sa=2, Su=2]Non-Profit Matching ads	\$0.00	0.00	0.0(1)	0:30	14	14	14	14				56	
Mo-Su	06:00 - 19:00	RP 6A - 7P	[DSA: M=1, T=1, W=1, Th=1, F=1, Sa=1, Su=1]	\$20.00	0.00	0.0(1)	0:30					7	7	7	28	
Mo-Su	06:00 - 19:00	RP 6A - 7P	[DSA: M=1, T=1, W=1, Th=1, F=1, Sa=1, Su=1]non-profit match	\$0.00	0.00	0.0(1)	0:30					7	7	7	28	

Source: Estimates. Based on Numeris-NMIR Meter Data. Audience in thousands. CPR's based on exact ratings while Display Ratings have been rounded off.



Proposed: 2020-12-02
Ph:
Fax:

Revised: 2020-12-02 12:45:25 PM
Ref: 5295
Page: 2

CFOB

Client: TOWN OF FORT FRANCES - FF
Product: Single Use Plastics ByLaw

Agency: Direct
Contact: Craig Miller

AE: TRIMBLE, KATY
Assistant:

Campaign Summary

Contract Total: \$1,680.00

P.O. #:

Demo: A25-64
Market: Fort Frances
Total Occ: 168
Aud Source: (1) FL11

Number of Weeks: 8

Campaign Dates: 2020-12-07 to 2021-01-03 [4 wk(s)]; 2021-01-04 to 2021-01-31 [4 wk(s)];
Comments: Prime(Rtgs): Mo-Su 6:00 pm-11:30 pm 0%.

Month (Calendar)	# of Occ	Ttl Imp (000)	Total Gross
Dec, 2020	100	0.0	\$1,000.00
Jan, 2021	68	0.0	\$680.00
Total	168	0.0	\$1,680.00
			Total Net
			\$1,680.00

In way of acceptance, the parties affix their signature to this booking, thereby affording it the same legal terms and qualities as a sales contract. Taxes, if applicable, are extra.

Signature of Client

Signature of Sales Rep

Signature of Sales Manager

Date

Date

Date

December 9, 2020

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Application to the Investing in Canada Infrastructure Program COVID Fund

On November 17, 2020 the Town was notified that there would be a funding stream related to COVID response under the Investing in Canada Infrastructure Program. The Town is eligible to receive \$184,736.00 in funding to put towards COVID response capital items in their facilities, new facilities, or active transportation initiatives.

In 2020 the Town, during the reconstruction of Colonization Road West under the Investing in Canada Infrastructure Program, Rural and Northern Stream installed a new sidewalk along Colonization Road West from Armstrong Place to Riverview Cemetery, the extent of the construction zone. Administration has discussed potential options for use of these funds for any possible facility capital upgrades relating to COVID , and given the tight timeline for completion under this program, can not be sure to complete the works in that time. As a result, it is the recommendation of administration that the corporation apply for funding to construct a new sidewalk from Riverview Cemetery to Biddeson Avenue completing this important active transportation link.

The estimated cost for the construction of the 532m of sidewalk is \$297,000.00 including a portion of mobilization/demob, insurance, bonds and engineering, the Town's portion of HST and \$25,000.00 of contingency. The Town's contribution to this project would be \$112,264.00 or 37.76%. This work, if successful in receiving funding, would be completed in the summer of 2021. There is no requirement for a Council resolution supporting this application.

It is the recommendation of the Operations and Facilities Executive Committee that the Town apply for the construction of a sidewalk from Riverview Cemetery to Biddeson Avenue under the Investing In Canada Infrastructure Program COVID Stream.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that the Town apply for the construction of a sidewalk from Riverview Cemetery to Biddeson Avenue under the Investing In Canada Infrastructure Program COVID Stream.

Manager of Operations and Facilities

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
September 2020

STAFFING

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

	2019	2020
WSIB	0.00	0.00
WI/LTD	20.00	0.00
SICK DAYS	6.59	8.75
COMPASSIONATE LEAVE	3.00	0.00
FLOATERS	2.00	1.00
VACATION	14.00	60.00
BANKED TIME USED	6.38	14.75
OFF	0.00	0.00
STATUTORY HOLIDAYS	23.00	26.00
TOTAL	74.97	110.50

OVERTIME HOURS

Equivalent Straight Time Hours:

	2019	2020	2019	2020
	Sept	Sept	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	5.00	0.00	27.50	2.50
ENGINEERING	0.00	0.00	0.00	4.00
INTERDEPARTMENTAL	18.00	0.00	84.25	10.75
PRIVATE WORK	12.00	6.75	25.00	18.00
RECYCLE/GARBAGE	8.00	10.13	35.50	24.63
ROADS	36.50	4.75	731.00	389.00
SEWER COLLECTION	6.00	27.50	193.88	99.50
SIDEWALKS	0.00	0.00	144.00	63.00
STORES	0.00	0.00	5.50	50.50
VEHICLE & EQUIPMENT	0.00	0.00	38.00	33.00
WATER TREATMENT PLANT	49.25	58.25	222.75	263.00
WATER DISTRIBUTION	3.00	53.75	422.50	446.25
WATER TOWER	0.00	0.00	0.00	0.00
TOTAL	137.75	161.13	1929.88	1404.13

TRANSPORTATION REPORT

September 2020

ROADS:

Storm Water Management – Urban:

- Repaired a catchbasin at Keating Avenue and Third Street West.

Storm Water Management - Rural:

- Removed beaver dams as required.
- Cut grass along ditches with Trackless.

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown Area and Front Street done once weekly

Loose Top Maintenance:

- Graded all loose top roads twice
- Graded lanes as required.

Roadside Maintenance:

- Cut grass at dead ends and CN crossings.
- Trimmed trees along sidewalks and boulevards.
- Removed trees and shrubs in parking area behind the Fort Frances Dental Centre.
- Trimmed trees along downtown lanes.

Winter Control:

Traffic Operations:

- Repaired and replaced signs as required
- Installed a new dead end sign at the 800 block of Nelson Street.

Regular Maintenance:

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

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Cut grass at Public Works buildings and yards
- Repaired some fencing around the Public Works yard.
- Hauled the good granular material from the snow dump to the Public Works stock pile in yard.

Private Work:

- Installed a retaining wall for driveway entrance at the new Day Care Facility on McIrvine Road.
- Installed a private crossing at 560 Riverview Drive and 566 Riverview Drive.
- Installed a temporary culvert at 1007 Cornwall Avenue North so the owner could start construction on a new house.

Sidewalks – Winter:**Sidewalks – Summer:**

- Replaced sidewalk in areas identified for repairs
- Swept sidewalk and bike path along waterfront once weekly.

Vehicles and Equipment:

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

Public Relations:

Sewer and Water:

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance.
- Handed out “Water Turn Off Advisories”, “Drinking Water Advisories” and “Lifting of Drinking Water Advisories” when required
- Issued “Delinquent Account Notices” and turned off water for non-compliance as required.
- Replaced curb and gutter and sidewalk that sunk and broke from an old water service repair at 533 Nelson Street.
- Vacuum excavated to bare the gas main on Colonization Road West for Veert.

Interdepartmental:

- Delivered a load of Granular A to Riverview Cemetery on September 1, 2020.
- Cleaned shop and prepared for Household Hazardous Waste Day.
- Removed some curb and sidewalk to be replaced along the Handi-capped parking area at the Memorial Sports Centre on Gillon Street.
- Landscaped at the Memorial Sports Centre where the new sidewalk and curb was installed.
- Installed handicapped parking signs at the Memorial Sports Centre.
- Blew out the sprinkler system to prepare for winter at the Civic Centre on September 30, 2020.

Recycling:

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

Training:**Health & Safety:**

- A Workplace Inspection was done at the Public Works building on September 23, 2020.

Milt Strachan,
Superintendent of Transportation

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
October 2020

STAFFING

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

	2019	2020
WSIB	0.00	0.00
WI/LTD	0.00	0.00
SICK DAYS	16.88	12.13
COMPASSIONATE LEAVE	0.00	3.00
FLOATERS	0.25	7.00
VACATION	23.75	40.75
BANKED TIME USED	15.25	14.79
OFF	8.97	2.81
STATUTORY HOLIDAYS	24.00	26.00
TOTAL	89.10	106.48

OVERTIME HOURS

Equivalent Straight Time Hours:

	2019	2020	2019	2020
	Oct	Oct	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	0.00	0.00	27.50	2.50
ENGINEERING	0.00	0.00	0.00	4.00
INTERDEPARTMENTAL	0.75	0.00	85.00	10.75
PRIVATE WORK	0.75	7.75	31.00	25.75
RECYCLE/GARBAGE	0.00	34.25	35.50	58.88
ROADS	17.25	12.00	736.25	401.00
SEWER COLLECTION	24.38	24.75	213.38	124.25
SIDEWALKS	0.00	3.00	144.00	66.00
STORES	0.00	0.00	5.50	50.50
VEHICLE & EQUIPMENT	0.00	0.00	38.00	33.00
WATER TREATMENT PLANT	16.00	13.25	241.00	276.25
WATER DISTRIBUTION	15.25	9.50	433.00	455.75
WATER TOWER	0.00	0.00	0.00	0.00
TOTAL	74.38	104.50	1990.13	1508.63

TRANSPORTATION REPORT

October 2020

ROADS:

Storm Water Management – Urban:

- Cleaned leaves and debris from catch basins.

Storm Water Management - Rural:

- Removed beaver dams as required

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown Area and Front Street done once weekly
- Cleaned curb and gutter forms and stored for winter.

Loose Top Maintenance:

- Graded all loose top roads twice
- Graded lanes before winter.

Roadside Maintenance:

- Tree trimming along sidewalks, boulevards and lanes.

Winter Control:

- No events that required plowing.
- Sanded/salted roads as required.
- Mixed sand/salt.

Traffic Operations:

- Repaired and replaced signs as required
- Installed new signs for new OPP location on October 7, 2020.

Regular Maintenance:

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

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Stockpiled winter sand.
- Stockpiled clear stone (crushed rock)

Private Work:

- Installed private crossings at 844 and 838 Williams Avenue.
- Broke out some high back curb for an entrance at the new Ambulance garage on Butler Avenue.

Sidewalks – Winter:

- Cleaned snow and ice from Civic Centre sidewalks and applied ice melt as required.
- Cleaned snow from Underpass sidewalks and Downtown corners and applied ice melt as required.

Sidewalks – Summer:

- Swept sidewalk and bike path along waterfront once weekly.
- Replaced some sidewalk on the 800 block of Williams Avenue.
- Cleaned sidewalk forms and stored for winter.

Vehicles and Equipment:

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

Public Relations:

- Moved trailer from Market Square to the Public Works yard for winter storage.

Sewer and Water:

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

Interdepartmental:

- Installed a new fence and gate inside the Animal Shelter yard.
- Moved toys out of Day Care Centre to the Point Park office for temporary storage.

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded Commercial Recycling Bin as required
- Cleaned up recycling yard
- Constructed a small building to put controller and motor for the General Public bin inside and out of the elements.

Training:**Health & Safety:**

- A Workplace Inspection was done at the Public Works building on October 21st, 2020.

Milt Strachan,
Superintendent of Transportation

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
November 2020

STAFFING

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

	2019	2020
WSIB	0.00	0.00
WI/LTD	0.00	0.00
SICK DAYS	13.50	11.00
COMPASSIONATE LEAVE	5.00	3.00
FLOATERS	6.29	2.00
VACATION	49.00	26.00
BANKED TIME USED	11.50	6.75
OFF	4.00	18.00
STATUTORY HOLIDAYS	28.00	29.00
TOTAL	117.29	95.75

OVERTIME HOURS

Equivalent Straight Time Hours:

	2019	2020	2019	2020
	Nov	Nov	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	2.50	0.00	30.00	2.50
ENGINEERING	0.00	0.00	0.00	4.00
INTERDEPARTMENTAL	6.75	0.00	91.75	10.75
PRIVATE WORK	0.00	0.00	31.00	25.75
RECYCLE/GARBAGE	0.00	8.00	35.50	66.88
ROADS	135.75	5.25	872.00	406.25
SEWER COLLECTION	5.50	0.00	218.88	124.25
SIDEWALKS	0.00	0.00	144.00	66.00
STORES	0.00	0.00	5.50	50.50
VEHICLE & EQUIPMENT	16.00	0.00	54.00	33.00
WATER TREATMENT PLANT	28.00	30.00	269.00	306.25
WATER DISTRIBUTION	1.50	56.25	434.50	512.00
WATER TOWER	0.00	0.00	0.00	0.00
TOTAL	196.00	99.50	2186.13	1608.13

TRANSPORTATION REPORT

November 2020

ROADS:

Storm Water Management – Urban:

- Cleaned leaves and debris from catch basins.

Storm Water Management - Rural:

- Cleaned up some tires and debris along ditches.

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown Area and Front Street done once weekly
- Street sweeping done for the year on November 23, 2020.
- Cleaned curb and gutter forms and stored for winter.
- Cleaned up pile of sweepings from Public Works yard and hauled them to the snow dump.

Loose Top Maintenance:

- Graded all loose top roads.
- Cut shoulders with grader on Eighth Street West from York Avenue to McIrvine Road.
- Applied granular “A” and spread with grader on Eighth Street West from York Avenue to McIrvine Road.
- Cut shoulders on Balsam Street with Grader.

Roadside Maintenance:

- Continued tree trimming along sidewalks, boulevards and lanes.
- Removed several dead trees with the help of FFPC on November 25, 26 and 27th

Winter Control:

- No events that required plowing.
- Sanded/salted roads as required.
- Mixed additional sand/salt.

Traffic Operations:

- Repaired and replaced signs as required

Regular Maintenance:

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

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required

Private Work:

- Installed a culvert for a private crossing at 407 Sixth Street West on November 9th and 10th.

Sidewalks – Winter:

- Cleaned snow and ice from Civic Centre sidewalks and applied ice melt as required.
- Cleaned snow from Underpass sidewalks and Downtown corners and applied ice melt as required.

Sidewalks – Summer:

- Swept sidewalk along Waterfront once weekly.
- Cleaned sidewalk forms and stored for winter.

Vehicles and Equipment:

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

Public Relations:

Sewer and Water:

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

Interdepartmental:

- Moved some desks and furniture at the Civic Centre on November 3rd and 4th, 2020.
- Moved some furniture from the old OPP office on November 10th, 2020.
- Moved conduit from Erin Crescent to be stored in the Public Works yard for the winter.

Recycling:

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

Training:**Health & Safety:**

- A workplace inspection was done on November 25th, 2020 at the Public Works building.

Milt Strachan,
Superintendent of Transportation

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
July-20

STAFFING:

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

OVERTIME HOURS - Equivalent Straight Time Hours

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

WATER DISTRIBUTION & WASTE WATER COLLECTION:

See Monthly Summary (Attached)
Installed and commissioned water service to community garden
Construction support for Scott St and Colonization Road W. projects
Erin Crescent construction support
Repaired water main break at 4th St. W and Wright Ave
Repaired water main break at 414 5th St W
Repaired water main break at 900 Wright Ave / 5th St. W
Repaired sewer main sink hole @ 1030 York Ave
Flushing and valve turning program continues
Adjusted multiple curb stops and valve boxes
All training cancelled due to Covid-19

WATER TREATMENT PLANT:

In receipt of the Water Treatment Plant Monthly Report
All training cancelled due to Covid-19

WASTE-WATER TREATMENT FACILITY:

In receipt of the Wastewater Treatment Facility Monthly Report.

WASTE MANAGEMENT:

Garbage Collection:

Garbage not picked up - 13 houses

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

Amount of residential waste (kg) delivered to the landfill:
274,380

Amount of ICI waste (kg) delivered to the landfill:
385,420

Recycling:

Recycle not picked up - 25 houses

Amount of recycled waste (Metric Tonnes) diverted from the landfill:
29.75 (Emterra)

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

Date: 7-Dec-20

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
August-20

STAFFING:

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

OVERTIME HOURS - Equivalent Straight Time Hours

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

WATER DISTRIBUTION & WASTE WATER COLLECTION:

See Monthly Summary (Attached)
Construction support for Scott St and Colonization Road W. projects
Repaired sewer main sinkhole at 907 Victoria Ave
Installed new curbstop @ 1324 Kings Hwy
CCTV sewer service @ Riverside Health Care (Covid Testing Building)
Flushing and valve turning program continues
Adjusted multiple curb stops and valve boxes
All training cancelled due to Covid-19

WATER TREATMENT PLANT:

In receipt of the Water Treatment Facility Monthly Report.
DWQMS Management Review Completed
Wifi installed at WTP
All training cancelled due to Covid-19

WASTE-WATER TREATMENT FACILITY:

In receipt of the Wastewater Treatment Facility Monthly Report.
Received quote from Trojan / EVA to upgrade UV capacity to match plant capacity for 2021 budget

WASTE MANAGEMENT:

Recycle processing renewal negotiations with Emterra

Garbage Collection:

Garbage not picked up - 17 houses

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

Amount of residential waste (kg) delivered to the landfill:
283,680

Amount of ICI waste (kg) delivered to the landfill:
477,170

Recycling:

Recycle not picked up - 14 houses

Amount of recycled waste (Metric Tonnes) diverted from the landfill:
34.31 (Emterra)

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

Date: 7-Dec-20

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
September-20

STAFFING:

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

OVERTIME HOURS - Equivalent Straight Time Hours

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

WATER DISTRIBUTION & WASTE WATER COLLECTION:

See Monthly Summary (Attached)
New services installed for new build @ 1007 Cornwall
Resumed plugged service service rodding with screening protocols
Construction support for Scott St and Colonization Road W. projects
Repaired sewer service @ 614 2nd St. E
Flushing and valve turning program continues
Adjusted multiple curb stops and valve boxes
All training cancelled due to Covid-19

WATER TREATMENT PLANT:

In receipt of the Water Treatment Facility Monthly Report.
Planning UPS upgrades with Jeremy
All training cancelled due to Covid-19

WASTE-WATER TREATMENT FACILITY:

In receipt of the Wastewater Treatment Facility Monthly Report.
Planning UPS upgrades with Jeremy

WASTE MANAGEMENT:

Emterra extension finalized.

Garbage Collection:

Garbage not picked up - 7 houses

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

Amount of residential waste (kg) delivered to the landfill:
319,670

Amount of ICI waste (kg) delivered to the landfill:
533,810

Recycling:

Recycle not picked up - 6 houses

Amount of recycled waste (Metric Tonnes) diverted from the landfill:
45.42 (Emterra)

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

Date: 7-Dec-20

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
October-20

STAFFING:

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

OVERTIME HOURS - Equivalent Straight Time Hours

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

WATER DISTRIBUTION & WASTE WATER COLLECTION:

See Monthly Summary (Attached)
Construction support for Scott St and Colonization Road W. projects
Hydrant hit and run - 900 block of 2nd St. E - repaired.
Hydrant hit and run - 1200 block of Elizabeth St. E - OOS until repairs
Top Shot restored sanitary manholes
Winterized marina
Winterized various town parks, the point, rainy lake square, etc.
Winterized fire hydrants
All training cancelled due to Covid-19
Lowered 2 sanitary manholes
Repaired sanitary sewer service @ 200 Mowat Ave (TD Bank)

WATER TREATMENT PLANT:

In receipt of the Water Treatment Facility Monthly Report.
Planning UPS upgrades with Jeremy
Dust control engineering tender issued
All training cancelled due to Covid-19
Granted reduced lead sampling program by MECP due to covid. No residences sampled.

WASTE-WATER TREATMENT FACILITY:

In receipt of the Wastewater Treatment Facility Monthly Report.
Planning UPS upgrades with Jeremy
Standby Generator Engineering Tender issued

WASTE MANAGEMENT:

New Landfill Tender awarded to Veert
Landfill well water samples taken from monitoring wells

Garbage Collection:

Garbage not picked up - 4 houses

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

Amount of residential waste (kg) delivered to the landfill:
293,440

Amount of ICI waste (kg) delivered to the landfill:
420,510

Recycling:

Recycle not picked up - 12 houses

Amount of recycled waste (Metric Tonnes) diverted from the landfill:
No Data Yet (Emterra)

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

Date: 7-Dec-20

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
November-20

STAFFING:

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

OVERTIME HOURS - Equivalent Straight Time Hours

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

WATER DISTRIBUTION & WASTE WATER COLLECTION:

See Monthly Summary (Attached)
New water meter reader being procured to replace non-functioning reader
Quote for new sewer service @ 860 Kings Hwy (old A&W) for potential purchase
Finished winterizing hydrants (including private hydrants)
Installed new air relief valve on force main on 5th St. E @ Victoria
3 business running water for winter to prevent frozen water lines
Lowered 5 sanitary manholes
Repaired sewer main at 919 Victoria Avenue North
Repaired water main break at 826 2nd St. E
Repaired water main break at 802 2nd St. E
All training cancelled due to Covid-19

WATER TREATMENT PLANT:

ORO Brad Webb submitted retirement notice Nov 25 for Dec 31
In receipt of the Water Treatment Facility Monthly Report
Completed and passed external DWQMS audit with no non-conformances
Municipal drinking water license renewal submitted to MECP (every 5 years)
BMA Consulting engaged to update water and waste water financial plan to 2027
(part of drinking water license renewal)
All training cancelled due to Covid-19

WASTE-WATER TREATMENT FACILITY:

In receipt of the Wastewater Treatment Facility Monthly Report

WASTE MANAGEMENT:

Work on media campaign for single use plastics bag bylaw

Garbage Collection:

Garbage not picked up - 7 houses

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

Amount of residential waste (kg) delivered to the landfill:
No Data Yet

Amount of ICI waste (kg) delivered to the landfill:
No Data Yet

Recycling:

Recycle not picked up - 7 houses

Amount of recycled waste (Metric Tonnes) diverted from the landfill
No Data Yet (Emterra)

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

Date: 7-Dec-20

Water Works		Years		
DATE	WORK	2018	2019	2020
Jan	THAW FROZEN WL	1	6	1
	TURN WATER OFF	1	6	
	TURN WATER OFF/ON	4	5	
	TURN WATER ON	5		
Jan Total		11	17	1
Feb	THAW FROZEN WL	27	11	
	TURN WATER OFF	3	3	1
	TURN WATER OFF/ON		5	1
	TURN WATER ON	3		5
Feb Total		33	19	7
Mar	THAW FROZEN WL	3	27	
	TURN WATER OFF		2	
	TURN WATER OFF/ON	3	3	1
	TURN WATER ON	12	7	2
Mar Total		18	39	3
Apr	SET UP HYDRANT		1	
	THAW FROZEN WL		5	
	TURN WATER OFF	3	2	2
	TURN WATER OFF/ON	1	1	1
	TURN WATER ON	16	24	4
Apr Total		20	33	7
May	CHECK WATER SERVICE		1	
	CONNECTION INSPECTION	1	1	
	TRACE SERVICES		1	
	TURN WATER OFF	3	3	
	TURN WATER OFF/ON	1	3	1
	TURN WATER ON	15	14	4
	TURN WATER ON	1		
May Total		21	23	5
Jun	RAISE CS TO GRADE	1		
	TRACE SERVICES		1	1
	TURN WATER OFF	4	3	
	TURN WATER OFF/ON	3	3	
	TURN WATER ON	4	6	1
Jun Total		12	13	2
Jul	CONNECTION INSPECTION	3	1	
	LIVE TAP SERVICE	1		
	REPAIR CURBSTOP		3	
	TERMINATE WATER	1		
	TRACE SERVICES	2	2	
	TURN WATER OFF		1	
	TURN WATER OFF/ON	4	4	
	TURN WATER ON	2	4	
Jul Total		13	15	
Aug	TRACE SERVICES	1	1	
	TURN WATER OFF	2	1	
	TURN WATER OFF/ON	3		1
	TURN WATER ON	2	1	
Aug Total		8	3	1
Sep	CONNECTION INSPECTION	4		
	TEST BACKFLOW	1		
	TRACE SERVICES	1		
	TURN WATER OFF	4	4	4
	TURN WATER OFF/ON	2	2	2
	TURN WATER ON	4		1
Sep Total		16	6	7
Oct	CONNECTION INSPECTION	1		
	TURN WATER OFF	13	15	6
	TURN WATER OFF/ON	3	4	
	TURN WATER ON	3	7	3
Oct Total		20	26	9
Nov	CONNECTION INSPECTION	1		2
	TURN WATER OFF	14	11	4
	TURN WATER OFF/ON	1	3	
	TURN WATER ON	4	2	1
	WINTERIZE			1
	WINTERIZE HYDRANT			1
Nov Total		20	16	9
Grand Total		192	210	51

Sewer Works		Years		
DATE	WORK	2018	2019	2020
Jan	CCTV SEWER SERVICE	1	1	3
	UNPLUG SANITARY SEWER	20	21	7
Jan Total		21	22	10
Feb	CCTV SEWER SERVICE	2	2	1
	THAW FROZEN SEWER	1		
	UNPLUG SANITARY SEWER	20	10	6
Feb Total		23	12	7
Mar	CCTV SEWER SERVICE	1	1	
	CONNECTION INSPECTION		1	
	UNPLUG SANITARY SEWER	12	9	3
Mar Total		13	11	3
Apr	CCTV SEWER SERVICE	3	6	
	UNPLUG SANITARY SEWER	15	7	1
Apr Total		18	13	1
May	CCTV SEWER SERVICE	1		
	CONNECTION INSPECTION	1	1	1
	THAW FROZEN SEWER	1		
	UNPLUG SANITARY SEWER	15	10	2
May Total		18	11	3
Jun	CCTV SEWER SERVICE		4	1
	CONNECTION INSPECTION		1	1
	TRACE SERVICES		2	
	UNPLUG SANITARY SEWER	14	3	1
	INSTALL SEWER PUMP			1
Jun Total		14	10	4
Jul	CCTV SEWER SERVICE		1	2
	CONNECTION INSPECTION	3	2	
	TRACE SERVICES		4	
	UNPLUG SANITARY SEWER	6	9	
	VAC OUT SEWER MAIN		1	
	VAC TRUCK POWER CABLES			1
Jul Total		9	17	3
Aug	CCTV SEWER SERVICE	5	2	1
	TRACE SERVICES	2	2	
	UNPLUG SANITARY SEWER	11	8	1
Aug Total		18	12	2
Sep	CCTV SEWER SERVICE	2	4	
	CONNECTION INSPECTION	4		
	TRACE SERVICES		1	
	UNPLUG SANITARY SEWER	5	11	7
	VAC OUT SEWER MAIN		1	
	CLEAN SEWER SERVICE			1
Sep Total		11	17	8
Oct	CCTV SEWER SERVICE	2	2	1
	CONNECTION INSPECTION	2	1	
	TRACE SERVICES		1	
	UNPLUG SANITARY SEWER	11	12	8
	CCTV SANITARY SERVICE			1
Oct Total		15	16	10
Nov	CCTV SEWER SERVICE	2		2
	CONNECTION INSPECTION			1
	PREVENTATIVE ROOTING	1		
	UNPLUG SANITARY SEWER	17	12	3
	WINTERIZE			1
Nov Total		20	12	7
Grand Total		180	153	58

System Repairs		Years		
DATE	TYPE	2018	2019	2020
Jan	CURBSTOP		1	
	HYDRANT			2
	SEWER SERVICE			2
	WATERMAIN	1	1	1
Jan Total		1	2	5
Feb	CLEANOUT		2	
	CURBSTOP		8	
	SEWER SERVICE		1	
	WATER SERVICE		2	
Feb Total			13	
Mar	CLEANOUT		2	
	CURBSTOP		2	
	HYDRANT			2
	WATER SERVICE	2		1
	WATERMAIN			2
	SAN MANHOLE			1
Mar Total		2	4	6
Apr	CLEANOUT		1	
	CLEANOUT/CURBSTOP	1		
	CURBSTOP	1	9	15
	HYDRANT			3
	MANHOLE		2	
	SEWER MAIN		1	
	WATER MAIN	1		1
	WATER SERVICE	1		
Apr Total		4	13	19
May	CLEANOUT	3	4	
	CLEANOUT/CURBSTOP	1		
	CURBSTOP	4	8	
	MANHOLE		1	
	SEWER SERVICE		2	
	WATER SERVICE		1	
	WATERMAIN	4	1	
May Total		12	17	
Jun	CURBSTOP		5	
	MANHOLE	1		
	WATER MAIN			1
	WATER SERVICE		2	
	WATERMAIN	1	1	
Jun Total		2	8	1
Jul	CURBSTOP	3	10	
	SEWER MAIN			1
	WATER MAIN			3
	WATER SERVICE		1	
Jul Total		3	11	4
Aug	CLEANOUT	1	2	
	CURBSTOP	3	18	1
	SEWER MAIN			1
	WATER/SEWER	1		
Aug Total		5	20	2
Sep	CLEANOUT	2		
	CURBSTOP	26		
	SEWER SERVICE			2
	WATER SERVICE	1		1
	WATERMAIN	1		
Sep Total		30		3
Oct	CURBSTOP	7	1	
	MANHOLE	1		
	SEWER SERVICE	1		1
	WATER SERVICE	1		
	LOWER SAN MH			2
Oct Total		10	1	3
Nov	CLEANOUT	1		
	CURBSTOP	1	2	
	SEWER MAIN			1
	WATER MAIN			2
	WATER SERVICE	1		
	LOWER SAN MH			5
Nov Total		3	2	8
Grand Total		72	91	51