

# TOWN OF FORT FRANCES

## Operations and Facilities Executive Committee

### AGENDA - February 17, 2021, 8:30 AM

#### MEETING - Civic Centre

Session #002

#### Join Microsoft Teams Meeting

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

Conference ID: 399 839 19#

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<b>1. <u>Call to Order</u></b>	
<b>2. <u>Disclosure of pecuniary interest and the general nature thereof</u></b>	
<b>3. <u>Approval of Previous Committee Minutes</u></b>	
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**6. Adjourn / Next Meeting Date**

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #001

January 20, 2021

The meeting of 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 January 20, 2021 from 8:30 a.m. to 10:32 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 (8:30 a.m. to 10:30 a.m.), Craig Miller (8:30 a.m. to 9:38 a.m.), Randy Thoms (8:30 a.m. to 10:32 a.m.) and Sue Hatfield (8:30 a.m. to 9:00 a.m.)

### **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 December 9, 2020 - the minutes were approved as circulated.

### **4 New Business**

4.1 Airport Facility Lease Renewal - CBRE Maintenance Garage Bay November 1, 2021 to March 31, 2022 - the administration report was approved as recommended.

4.2 Update on Overall Responsible Operator for the Town's Water System - the report was received and will be forwarded to Council as information only. No action required.

4.3 Email dated January 6, 2021 from Ms. S. Hatfield - Re: Recycling - the administration report was approved as recommended.

4.4 Acceptance of the Town's Long Range Financial Plan for Water and Sewer - the administration report was approved as recommended.

4.5 Letter Dated December 9, 2020 - Re: Water Bill - the administration report was

approved as presented.

- 4.6 First Draft of 2021 Operating Budget for the Operations and Facilities Division - the Draft budget was received.

## **5 Information**

- 5.1 Fort Frances Wastewater Treatment Facility November 2020 Monthly Report - the Wastewater Report for November 2020 was received and will be forwarded on to Council as information only. No action required.
- 5.2 Fort Frances Wastewater Treatment Facility December 2020 Monthly Report - the Wastewater Report for December 2020 was received and will be forwarded to Council as information only. No action required.
- 5.3 Airport Statistics - the statistics for the Airport as of December 31, 2020 were received and will be forwarded to Council as information only. No action required.
- 5.4 Sewer and Water data updated January 12, 2021 - the sewer and water data was received and will be forwarded to Council as information only. No action required.
- 5.5 Tonnage at the Landfill Site - updated January 18, 2021 - the landfill statistics were reviewed and will be forwarded to Council as information only. No action required.

## **6 Adjourn / Next Meeting Date**

- 6.1 The meeting was adjourned at 10:32 a.m.

Next meeting February 3, 2021.

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Executive Committee Chair

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T. Rob, Manager of Operations & Facilities

February 17, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Letter dated January 28, 2021 RE Water Bill**

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At the February 8, 2020 meeting of Council an email from Janice and Jon Neurinski was referred to the Operations and Facilities Executive Committee regarding a large water bill received as a result of a running toilet at 508 Second Street East.

Attached is a report and background data from Mr. Craig Miller, P.Eng, Environmental Superintendent outlining the particulars of the request.

Per the Water System Management By-Law Number 16/06 section 2.15 Water Rate – ICI – Responsibility; "... the owner shall be liable to the Town for the payment of all rates in respect of water supplied to such building". Further section 5.6 Pipes – fixtures maintained – prevention of leaks; "All persons supplied with water by the Town shall keep private services pipes, valves, fixtures, taps and other appurtenances on their property or premises in good repair and free from leaks."

Given the provided information, it is the recommendation of the Operations and Facilities Executive Committee that no consideration be given to adjust the water and sewer bill for the November/December billing period as a result of the leaking toilet.

Respectfully Submitted



Travis Rob, P.Eng

**Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that no consideration be given to adjust the water and sewer bill for the November/December billing period as a result of the leaking toilet.**

Manager of Operations and Facilities

February 12, 2021

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

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

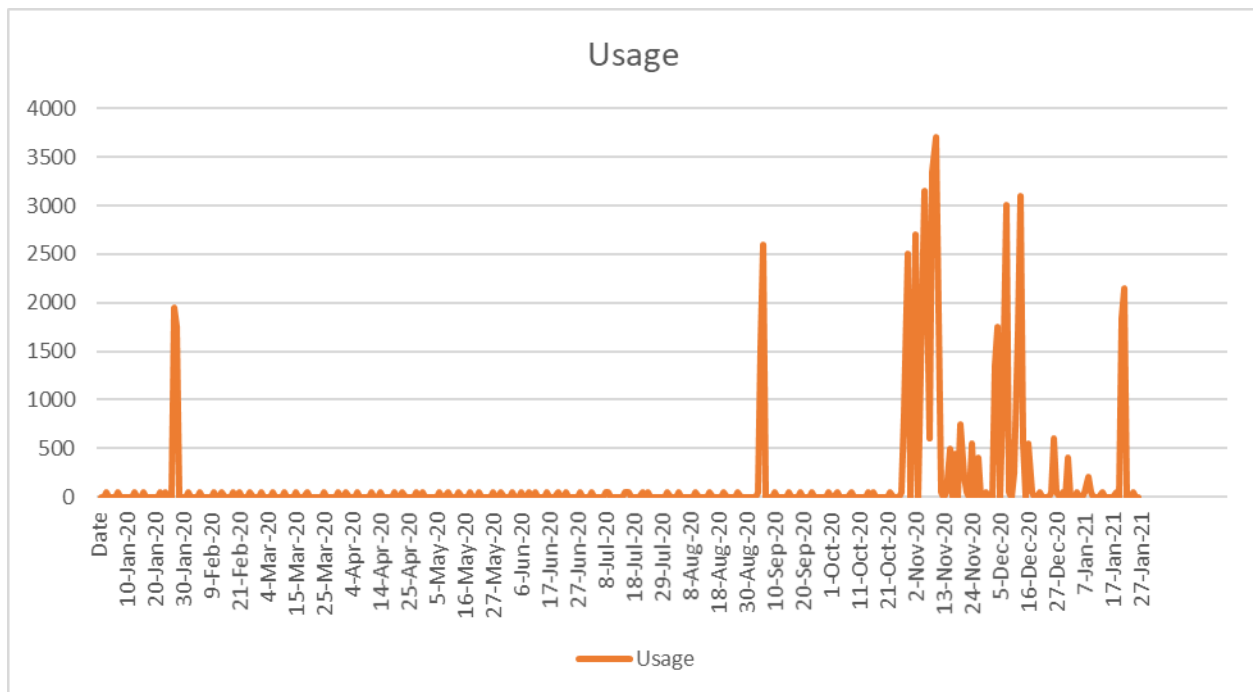
**SUBJECT:** 508 Scott Street – Water & Sewer Bill Dispute

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On January 28, 2021, the Town received a letter from Ms. Janice Neurinski regarding an atypically high water bill at 508 Scott Street – Ski's Variety Store.

Ms. Neurinski had been in contact with myself with respect to her water bill issued in January for the November / December billing period. For this one billing period, Ms. Neurinski received a bill of \$754.13 vs \$304.11 for the previous period.

Upon reviewing the meter history of this account for the past year, it was quickly apparent that on or about October 29, 2020, the water usage for this service significantly increased. Below is a chart of the daily water usage for the past year.



It should be noted that on October 29, 2020, Town employees Paul LeMesurier and Erik Gustafson attended to a plugged sewer at Ski's Variety in the afternoon. Paul and Erik both noted that they rodded the sewer through a cleanout located directly beside the toilet at the store.

As Ms. Neurinski notes in her letter to the Town, the toilet in the store was the source of the excessive water usage. Under the town's bylaws, property owners are responsible for ensuring their plumbing and fixtures are in good working order and they are responsible for all water used at the property.

The recommendation of this report is that the Sewer and Water invoice remain as issued.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Craig Miller', is written over a light yellow rectangular background.

Craig Miller, P.Eng.  
Environmental Superintendent

Attached:

- Message from Ms. Neurinski
- Copy of water bill

January 28, 2021

Mayor and Council  
Town of Fort Frances

Dear Mayor and Members of Council of Fort Frances,

I am writing to request a review and revision of the water bill for our convenience store, Ski's Variety, located at 508 Second St East in Fort Frances (Acct #018441.02). On October 29, 2020, our employee reported that the toilet would not flush. I called a local plumber, who came and let me know that the blockage was at the street, and suggested I call the town. I then called the town, and they attended and unblocked the sewer. I attended the building while the town crew were there, and noted the toilet was removed for this procedure. After that date, we noted the toilet to be running at times. We reminded our employees to "lift the handle", but noted there were still times when we would go into the basement and the toilet would be running. We have made a few adjustments to the toilet, and it seems to be occurring less in the last few weeks. On January 28, 2021 I was gathering the store bills to bring to the bank, and it was only then that I noted the amount of the water bill for November and December. Our bills are normally around \$300 for the two month billing period and the bill was \$754.13. I spoke to Wendy, the billing clerk, and then to Craig Miller regarding the bill, and noted that the drastic increase is likely due to the toilet running. I asked Craig to also check the usage for the current month. Craig provided me with a report that suggests the water usage issues began on or around October 29, 2020.

We had no way of knowing or anticipating that a running toilet would cause such a drastic increase to our bill. We are a small business who have been fortunate enough to be able to remain open during the current pandemic, however this drastic of an increase to a monthly bill will definitely be impactful to our monthly budget. We will, of course, remedy the situation with the toilet by whatever means necessary, up to and including replacing the toilet entirely, now that we are aware of the impact it is having on our bills. We will also pay this bill in full so as not to incur any late fees. We are asking Mayor and council to please review the bill, and reduce by whatever means allowable based on daily usage prior to the incident when the toilet began running in late October. Should you require additional information, please reach out via phone or email provided below.

We appreciate and thank you for your time and consideration to this matter,

Janice and Jon Neurinski

Ski's Variety

janiceneurinski@hotmail.com

(807)276-1819





## Town of Fort Frances

320 Portage Avenue  
Fort Frances, Ontario P9A 3P9  
Canada

### Statement Date: January 8, 2021

Billing Period: November 1, 2020 - December 31, 2020

Your account number: 018441.02

For service at: 508 SECOND ST E

Due Date: January 29, 2021

NEURINSKI JOHNATHAN P M  
NEURINSKI JANICE LEE  
508 SECOND ST E  
FORT FRANCES, ON P9A 1N4

### Amount Owning

Amount of your last bill	\$304.11
Adjustments processed	\$0.00
Late fees added	\$3.80
Payments we processed <i>Thank you</i>	-\$304.11
<b>New Charges</b>	<b>\$750.33</b>
Sewer Charges	\$362.46
Enviromental Fee	\$10.00
Meter Replacement Fee	\$6.00
Water Charges	\$371.87
\$119.70 + 20.00 M3 @ \$0.00	= \$119.70
151.00 M3 @ \$1.67	= \$252.17
<b>Total Payment now due</b>	<b>\$754.13</b>
Payment Due after January 29, 2021	\$763.56

### Additional Billing Highlights

Number of days in the period: 61

Your average daily utility cost: \$12.30

### Payment Return Slip

Please complete and return this slip with your payment. Make your payment payable to the Town of Fort Frances. For other payment options, please contact us. The Town of Fort Frances credits a payment to accounts on the day it is received by our office.

Your Account Number	<b>Total payment due</b>	Payment Due after January 29, 2021
<b>018441.02</b>	<b>\$754.13</b>	\$763.56

NEURINSKI JOHNATHAN P M  
NEURINSKI JANICE LEE  
508 SECOND ST E  
FORT FRANCES, ON P9A 1N4

# WATER BILL

### Questions?

Online: [www.fortfrances.ca](http://www.fortfrances.ca)

Phone: 807-274-5323

Monday to Friday 8:30 am – 4:30 pm. (September-June)  
8:00 am – 4:00 pm. (July & August)

Closed Saturday, Sunday, and Stat. Holidays

### Meter Reading and Usage Details this bill

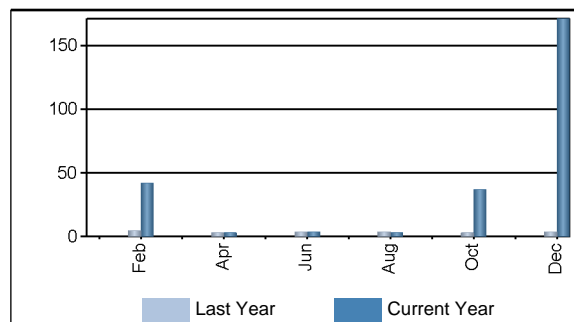
Meter: 261036A

Reading on 12/31/2020	Actual	15,130
Previous reading on 10/31/2020	Actual	11,380
Amount of water you used		171 M3

### Payment and Adjustment Details

Penalties on 12/1/2020	\$2.05
Penalties on 12/1/2020	\$1.75
Arrears Letter Printed on 12/2/2020	\$0.00
Payment on 12/15/2020	-\$304.11

### Your Historic Usage



Payment enclosed

\$

### Town of Fort Frances

320 Portage Avenue  
Fort Frances, Ontario P9A 3P9  
Canada

February 17, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Application to the Municipal Modernization Program Intake 2 – Ice Plant study at the Memorial Sports Centre**

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In the 2021 Capital budget there was funds set aside to complete a review of the ice refrigeration systems to determine if the systems could be combined to see not only energy efficiency increases but also see a reduction in the required plant horsepower so that we would no longer be over the threshold requiring a Class B Refrigeration certificate or fourth-Class Stationary Engineer certificate.

On January 26, 2021 we were notified that there is an opportunity for a second intake into the Municipal Modernization Program for studies of municipal operations to find efficiencies or to fund initiatives determined through funding received in intake one. The Town did not apply for funding in phase 1 as the application came out late in 2020 and we were unable to dedicate the resources to apply for funding and undertake a project.

For the recently announced phase 2 funding lining up close to the passing of the 2021 Capital Budget, we have an initiative in the budget currently which we have not completed any work on in earnest that fits in the funding eligibility criteria. With an application for phase 2 funding, we will be able to offset the costs to the Town to review the efficiency of these systems if we are successful in obtaining the funding. For the funding application, a resolution of Council in support of the project is suggested, but not required.

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

1. An application be submitting to the Modernization Fund Intake 2 for the review of the efficiency of the Memorial Sports Centre Ice Plants.
2. That a resolution be passed through Council supporting the application.

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. An application be submitting to the Modernization Fund Intake 2 for the review of the efficiency of the Memorial Sports Centre Ice Plants.
2. That a resolution be passed through Council supporting the application.

Manager of Operations and Facilities

Document1

February 17, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Geospatial Data Share Agreement with Hatch Corporation**

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Please find attached a report prepared by Trisha Law, GIS Expert outlining all the background information and the request from Hatch for certain portions of the Town's Geospatial Data

The Town has utilized an Engineering Agreement with Hatch for a number of years for our roadworks design and project management. Years ago Hatch received our data but has not been provided with updated data since. Hatch has requested that the costs associated for the data being requested, as outlined in the 2021 User Fee By-Law be waived as the firm is using the data for work for the Town.

The O & F executive committee recommends the following:

1. That the Town enter into a geospatial data license agreement with Hatch Corporation.
2. That the associated fees relating to the data as outlined in the User Fee By-Law be waived, and
3. That the Mayor and Clerk be authorized to execute the agreement on behalf of the Corporation.

Respectfully Submitted



Travis Rob, P.Eng.

Manager of Operations and Facilities

**The O & F executive committee recommends the following:**

- 1. That the Town enter into a geospatial data license agreement with Hatch Corporation.**
- 2. That the associated fees relating to the data as outlined in the User Fee By-Law be waived, and**
- 3. That the Mayor and Clerk be authorized to execute the agreement on behalf of the Corporation.**

2021Feb17 Hatch GIS Datashare Agreement.docx

February 4, 2021.

Report To: Travis Rob, O&F Manager

From: Trish Law, GIS Expert

**SUBJECT: Data Request Hatch**

On February 1, 2021 I was advised by Travis Rob that Hatch had requested an updated copy of the Town's GIS data for use creating record drawings for various construction projects for the Town. A signed copy of the Town's Geospatial Data Share Agreement has been forwarded by Joseph De Luca along with a letter asking for the shapefiles and imagery to be granted at zero cost. Hatch does not have an existing Geospatial Data Share Agreement on file; the data they currently have on file pre-dates the creation of the Town's Data Share Agreement.

The data currently being requested from the Town for use is cleanouts, curb stops, watermains, valves, hydrants, sewer mains, manholes, storm mains, catch basins, storm manholes, road centerlines, and property lines. The cost of the layers requested is 12 @ \$306.05 plus HST for vector shapefile data as per the current User Fee Schedule.

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

- Ministry of Natural Resources (2009, 2010) - \$0 data exchange
- Union Gas (2009) - \$0 data exchange
- Rainy River District OPP (2009) - \$0 through Community Services
- Centra Transmission Holdings Inc./EFG (2010) - paid \$1071.00 (including HST)
- Hilderman Thomas Frank Cram (2010) - \$0 working for TOFF
- Hynde Paul Planners/Quartek (2010) - \$0 working for TOFF
- KGS Group, Winnipeg (2010) - \$0 working for TOFF
- Neegan Burnside (2011) - paid \$3809.68 (including HST)
- rePlan (2014) - \$0 fees waived for newGold development
- Vastamaki Consulting Service (2014) - \$0 working for FFPC
- Saulteaux Consulting and Engineering (2014) - \$0 working for FFPC
- Rainy River District Stewardship (2015) - \$0 tree inventory
- Rainy River District School Board (2015) - \$0 partner for tree inventory
- GISbiz (2016) - \$0 working for FFPC
- TBAYTEL/Telecon - paid \$639.40 (including HST)
- Fire Underwriters (2017) - \$0 request approved by Council
- OPP (2018) - \$0 request approved by Council
- Infratech Services (2019) - \$0 request approved by Council, working for TOFF
- Fire Underwriters Survey - \$0 request approved by Council
- Telecon (2019) - \$337.98 (including HST) – approved by council

- Hilderman Thomas Frank Cram (2020) -\$0 request approved by Council,  
working for TOFF

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

Respectively Submitted,

A handwritten signature in dark ink, appearing to read "Trisha Law". The signature is fluid and cursive, with the first name "Trisha" being more prominent than the last name "Law".

Trisha Law, MGIS  
GIS Expert

## Town of Fort Frances Geospatial Data License Agreement

THIS AGREEMENT made to be effective this 1 day of February 2021  
(Day) (Month) (Year)

BETWEEN:

THE CORPORATION OF THE TOWN OF FORT FRANCES  
("The Town of Fort Frances")

- and - Hatch Ltd.

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("Licensee")

WHEREAS The Town of Fort Frances has produced digital imagery and infrastructure data within the limits of The Town of Fort Frances (hereinafter referred to as Licensed data). The Town of Fort Frances is the owner of the intellectual property rights of the Licensed data addressed by the terms and conditions set forth in this Agreement.

AND WHEREAS the Licensee has requested a license from The Town of Fort Frances permitting the Licensee to utilize The Town of Fort Frances' digital mapping products and information (Licensed data), on the terms and conditions set forth in this agreement.

AND WHEREAS The Town of Fort Frances agrees to provide the Licensee with a non-exclusive, non-assignable & non-transferable perpetual license to utilize the digital mapping products and information (Licensed data) based upon the terms and conditions set forth in this Agreement;

THEREFORE, in consideration of the mutual benefits to be realized under this agreement, the parties hereto agree as follows:

1. Permitted use: The Licensee shall not lease, sell, sublet, distribute, transfer or assign the Licensed data or any derivatives, enhanced products or hard copy products created from the Licensed data to any other person or organization without the expressed written consent of The Town of Fort Frances. This includes the right of use or partial use of the Licensed data. Failure to adhere to this will result in the termination of the License Agreement.

2. Copies: The Licensee may only make one copy of the Licensed data for back-up purposes only and not for use by any other person or organization. This back up shall only be used if a problem occurs with the original data. The Licensed data may be used in more than one computer at one time, provided all computers are solely owned and operated by the Licensee.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



**Town of Fort Frances**

By (Signature): \_\_\_\_\_

I have the authorization to bind the Corporation

Position/Title: \_\_\_\_\_

Name (Print): \_\_\_\_\_

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

By (Signature): \_\_\_\_\_

I have the authorization to bind the Corporation

Position/Title: \_\_\_\_\_

Name (Print): \_\_\_\_\_

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

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

**LICENSEE**

By (Signature): \_\_\_\_\_

I have the authorization to bind the Corporation

Position/Title: Senior Project Engineer

Name (Print): Joseph De Luca

Date: February 1, 2021

By (Signature): \_\_\_\_\_

I have the authorization to bind the Corporation

Position/Title: \_\_\_\_\_

Name (Print): \_\_\_\_\_

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

## DATA LICENSE INFORMATION:

### Data Available:

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

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

### Data Requested:

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All "Infrastructure" layers, including Town of Fort Frances property line information.

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### Data Delivery Type:

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

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

### 2021 Fee Schedule:

Hard Copy Maps: 8 ½" X 11" - \$6.15; 11" X 17" - \$12.20; 24" X 36" \$30.60

2007 Digital Aerial Photography: \$1223.85 (.ecw format only)

Shapefiles: \$306.05 per infrastructure shapefile layer  
\$306.05 – base map (property lines and address numbers only)

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

February 1, 2021

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

**Attention: Travis Rob, P.Eng.  
Manager, Operations and Facilities**

**Re: Town of Fort Frances  
Updated GIS Data Request**

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Hatch is currently working for the Township of Fort Frances (Township) on various road reconstruction projects. As such, we require the most up-to-date GIS infrastructure data (including property right-of-way data) to assist us in our designs for Township.

We have enclosed a signed GIS License Agreement and kindly request that the fees associated with this application are waived.

Yours very truly,

**HATCH LTD**



Joseph De Luca, P. Eng.  
Senior Project Engineer

February 17, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Award of Tender 21-OF-01 – Supply of Various Vehicles**

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At the February 1, 2021 budget meeting the tendering of two (2) vehicles was approved whereby one would be funded out of the Vehicles and Equipment reserve and one would be funded out of the Water and Sewer Reserves. On February 3<sup>rd</sup> and 4<sup>th</sup> an advertisement was ran in the Fort Frances Times and copies of the tender were hand delivered to Sunset Country Ford, Fort Frances GM, West End Motors and placed on the Town of Fort Frances website. On Tuesday February 9, 2021 at 2:00pm tenders were opened publicly in the Committee Room of the Civic Centre where public were able to access the opening via teleconference.

Tenders were received from Sunset Country Ford, Fort Frances GM and West End Motors. The table attached summarizes the tenders received as well as the budget allocations, surpluses and deficits.

As the vehicle technology is changing our tender specifications have been evolving as well to ensure that all manufacturers have equal opportunity to bid. It is the obligation of administration to point out any areas where the vendors did not meet the specifications in their bid submissions.

**Sunset Country Ford:**

- The ½ ton truck specification was to have a minimum 700 cold cranking amp battery, the tender would provide a 650 cold cranking amp battery. This difference is not material in nature.
- The spec requires all vehicles to be undercoated. With Ford trucks being made of aluminum they no longer provide undercoating. This difference is not material.

**Fort Frances GM**

- Fort Frances GM did not include undercoating, which has been added to our fleet vehicles for a number of years to better protect them from rust. In talking to Fort Frances GM, they have not been doing this due to staff shortages, however if we chose to undertake this, the additional cost would be \$500.00. This does not change the tender results.
- Service/maintenance manuals were supposed to be supplied, these were unavailable. With a local dealer a service manual is not necessary. This difference is not material in nature.
- Line or Chassis cards are no longer provided with the purchase of GM vehicles. A listing of applicable filters will be provided.

**West End Motors:**

- Service/maintenance manuals were supposed to be supplied, these were unavailable. With a local dealer a service manual is not necessary. This difference is not material in nature.

Based on the above information administration recommends the following:

1. That the purchase of one ½ ton extended cab four-wheel drive pickup truck be awarded to Fort Frances GM at a cost of \$35,832.75 including the Town's portion of HST to be funded from the Water and Sewer Reserve Fund.

2. That the purchase of one  $\frac{3}{4}$  ton crew cab four-wheel drive pickup truck be awarded to Fort Frances GM at a cost of \$46,825.88 including the Town's portion of HST to be funded from the Vehicle and Equipment Reserve Fund.
3. That Mayor and Clerk be authorized to enter into a purchase agreement with Fort Frances GM.

Respectfully Submitted



Travis Rob, P.Eng  
Manager of Operations and Facilities

**Council approval of this report will ensure the following:**

- 1. That the purchase of one  $\frac{1}{2}$  ton extended cab four-wheel drive pickup truck be awarded to Fort Frances GM at a cost of \$35,832.75 including the Town's portion of HST to be funded from the Water and Sewer Reserve Fund.**
- 2. That the purchase of one  $\frac{3}{4}$  ton crew cab four-wheel drive pickup truck be awarded to Fort Frances GM at a cost of \$46,825.88 including the Town's portion of HST to be funded from the Vehicle and Equipment Reserve Fund.**
- 3. That Mayor and Clerk be authorized to enter into a purchase agreement with Fort Frances GM.**

	<b>Tender Item Number</b>	<b>Unit</b>	<b>Total Bid Price</b>	<b>Town's portion HST</b>	<b>TOTAL TENDER PRICE</b>	<b>Difference from Low Bid</b>	<b>2021 Budget Allocation</b>
Fort Frances GM	3.3.1	1/2 Ton Extended Cab	\$ 35,213.00	\$ 619.75	\$ 35,832.75		\$ 39,500.00
	3.3.2	3/4 Ton Crew Cab	\$ 46,016.00	\$ 809.88	\$ 46,825.88		\$ 50,000.00

West End Motors	3.3.1	1/2 Ton Extended Cab	\$ 37,800.00	\$ 665.28	\$ 38,465.28	\$ 2,632.53	
	3.3.2	3/4 Ton Crew Cab	\$ 48,700.00	\$ 857.12	\$ 49,557.12	\$ 2,731.24	

Sunset Country Ford	3.3.1	1/2 Ton Extended Cab	\$ 39,520.00	\$ 695.55	\$ 40,215.55	\$ 4,382.80	
	3.3.2	3/4 Ton Crew Cab	\$ 49,035.00	\$ 863.02	\$ 49,898.02	\$ 3,072.13	

February 12, 2021

Report To: Mayor & Council

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

**SUBJECT: December 2020 Drinking Water Systems Monthly Summary Report**

Please find attached the December 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 December 2020 report as presented.

Respectfully submitted,  
Operations & Facilities Division

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

<p><b>Council approval of this report will</b> accept the December 2020 report prior to it being made available to the general public.</p>
--

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

**December 2020**

**Monthly Summary Report  
Water Systems**

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

**Dated: January 06, 2021**



## 1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of December 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): 4 samples taken no adverse results

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

Water Distribution System: 16 samples taken where 25% of samples were tested for heterotrophic plate count (HPC) – With one adverse.

1 Adverse Sample from 500 Keating Ave. Re-sampled one sample up stream, one down and 2 at 500 Keating Ave. per MECP requirements, with 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. 500 Keating Ave.	2. 320 Portage Ave.	3. 740 Sixth St. W.	4. W. Tower
5. 715 Col. Rd. E.	6. 943 Third St. E.	7. 1309 King's Hwy.	8. W. Tower
9. 401 King's Hwy.	10. 835 McKenzie Ave.	11. 900 Wright Ave.	12. W. Tower
13. 940 Third St. E.	14. 1127 First St. E.	15. 900 Wright Ave.	16. W. Tower

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

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

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

Water distribution sample taken December 21, 2020 – 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:**

Dec 02<sup>nd</sup> - Removed fuel tank for old fire pump.

Dec 08<sup>th</sup> - Cleaned Soda Ash Line.

Dec 09<sup>th</sup> - Calibrated Distribution Chlorine Analyzer.

Dec 11<sup>th</sup> - Cleaned top and bottom tanks on the Poly Unit.  
-Cleaned all 4 check valves on the Poly Unit.

Dec 14<sup>th</sup> - Took grab samples off the filters.  
-calibrated fluoride analyzer.

Dec 15<sup>th</sup> - Flushed and cleaned Poly lines to Clarifier #2  
-Greased both Clarifier chains

Dec 16<sup>th</sup> - Cleaned Soda Ash auger and bottom of bucket elevator

Dec 17<sup>th</sup> -Cleaned top and bottom tanks on the Poly Unit.  
-Cleaned all 4 check valves on the Poly Unit.

Dec 18<sup>th</sup> -Greased clarifier # 2

Dec 22<sup>nd</sup> - Replaced impeller motor on Clarifier # 2

Dec 23<sup>rd</sup> - Cleaned top and bottom tanks on the Poly Unit.  
-Cleaned all 4 check valves on the Poly Unit.

Dec 30<sup>th</sup> - Ran backup generator for 1 hr.

Dec 31<sup>st</sup> -Cleaned top and bottom tanks on the Poly Unit.  
-Cleaned all 4 check valves on the Poly Unit.

#### 8) **Water Complaints:**

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

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

Dec 01<sup>st</sup> - Took micro samples for 800 blk. of 2<sup>nd</sup> St. E. repair. 2<sup>nd</sup> set.

Dec 07<sup>th</sup> - Routine micro Sample Collection.

Dec 09<sup>th</sup> - Re-sample micro for adverse.

Dec 14<sup>th</sup> -Routine micro sample collection.

Dec 17<sup>th</sup> - Connect Electric here to reset and check MCC breaker for the Flash mixer.

Dec 21<sup>st</sup> - Quarterly samples at Plant and Water Tower.  
- TSS samples taken off the filters.  
- Routine micro Sample Collection.  
- Took Airport samples

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, Environmental Superintendent: \_\_\_\_\_
- Travis Rob, Manager of Operations & Facilities: \_\_\_\_\_
- Doug Brown, 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.

Flow Data	DECEMBER	Units	2018	2019	2020
Total Raw Water	m <sup>3</sup>		159820	155250	157090
Raw Maximum Day	m <sup>3</sup>		5480	5410	5370
Raw Minimum Day	m <sup>3</sup>		4790	4700	4750
Raw Average Daily Consumption	m <sup>3</sup>		5160	5010	5070
Total Treated Water	m <sup>3</sup>		104790	102220	104350
Treated Water Maximum Day Consumption	m <sup>3</sup>		3760	3680	3790
Treated Water Minimum Day Consumption	m <sup>3</sup>		2940	2770	2780
Treated Water Average Day Consumption	m <sup>3</sup>		3380	3300	3370
Daily Average Per Household Consumption Rate	m <sup>3</sup>		0.89	0.87	0.89
* Daily Average Per Person Consumption Rate	m <sup>3</sup>		0.42	0.41	0.42
Monthly Averages - Operating Parameters WTP:					
FAC Residual - Treated Water	mg/L		2.21	2.2	2.12
Total Chlorine Residual - Treated Water	mg/L		2.42	2.44	2.39
Aluminum Sulphate - Raw Water	mg/L		35.0	35	34
Aluminum Sulphate - Treated Water Residual	mg/L		0.02	0.06	0.05
Fluoride - Treated Water	mg/L		0.65	0.74	0.71
Soda Ash - Raw Water	mg/L		35.0	35	37
PH - Adjusted	mg/L		7.17	7.14	7.26
Temperature	C		2.0	1.8	2.4
Quantity of Chemical Used:	kg				
Aluminum Sulphate	kg		5593.7	5433.8	5341.1
Polyelectrolyte	kg		100.00	62.5	62.5
Chlorine Gas	kg		644	672	585
Soda Ash - Used for PH Adjustment	kg		5593.7	5433	5812.3
Fluoride	kg		572	705	530

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

Operating Data	Units	*MAC	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	Average	
		or Range																																		
Flow rates																																				
Raw Water	1000 m³	17	5.05	5.03	5.07	5.08	5.25	5.06	4.83	5.14	5.06	5.06	5.07	5.00	5.05	5.17	5.02	5.09	5.11	5.05	4.75	5.08	5.37	5.03	5.07	5.08	5.18	5.04	5.07	5.15	4.90	5.08	5.10	157.09	5.07	
Peak Instantaneous - Raw Water	l/s	n/a	59.31	59.27	59.28	59.23	59.32	59.39	59.32	59.18	59.20	59.27	59.16	59.28	59.21	59.14	59.32	59.30	59.26	59.36	59.23	59.31	59.30	59.26	59.42	59.45	59.31	59.36	59.16	59.14	59.18	59.14	59.14		59.26	
Treated Water	1000 m³	17	3.45	3.30	3.30	3.53	3.23	3.52	3.42	3.17	3.46	3.05	3.46	3.18	3.30	3.68	3.31	3.37	3.62	3.43	2.78	3.46	3.79	3.04	3.50	3.17	3.66	3.03	3.51	3.31	3.41	3.64	3.27	104.35	3.37	
Peak Instantaneous - Treated Water	l/s	n/a	62.57	62.61	62.41	62.54	62.26	62.71	62.46	62.73	62.85	63.04	62.90	62.57	62.85	62.89	62.82	62.72	67.53	62.75	62.32	62.42	61.92	62.98	63.14	62.27	64.07	62.04	62.45	62.55	62.39	64.07	62.98		62.86	
BackWash Water	1000 m³	n/a	0.27	0.25	0.29	0.27	0.25	0.35	0.20	0.25	0.29	0.27	0.25	0.29	0.27	0.25	0.28	0.27	0.25	0.28	0.27	0.25	0.29	0.55	0.25	0.28	0.25	0.55	0.25	0.28	0.27	0.247	0.283	8.823	0.285	
Fluoride Information																																				
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.72	0.72	0.71	0.75	0.73	0.71	0.72	0.71	0.74	0.74	0.73	0.73	0.73	0.69	0.68	0.62	0.74	0.72	0.71	0.74	0.74	0.74	0.73	0.61	0.70	0.71	0.73	0.68	0.70	0.71	0.72		0.71	
Turbidity Information																																				
Raw Water	NTU	n/a	1.31	1.30	1.07	1.32	1.33	1.35	1.17	1.23	1.21	1.11	1.09	1.07	1.12	1.18	0.73	1.05	0.72	0.76	1.01	0.97	0.83	0.68	0.80	0.66	0.61	0.74	0.57	0.55	0.47	0.57	0.55		0.94	
Settled Water	NTU	n/a	0.07	0.13	0.14	0.12	0.11	0.09	0.13	0.14	0.13	0.14	0.13	0.13	0.13	0.10	0.10	0.16	0.14	0.12	0.07	0.11	0.10	0.16	0.24	0.21	0.24	0.22	0.20	0.14	0.13	0.14	0.14		0.14	
Treated Water	NTU	1	0.06	0.08	0.07	0.07	0.06	0.07	0.07	0.08	0.07	0.07	0.06	0.06	0.07	0.08	0.05	0.03	0.03	0.03	0.01	0.02	0.01	0.05	0.03	0.04	0.04	0.05	0.03	0.02	0.03	0.03	0.03		0.05	
Other Operating Parameters																																				
pH - Treated Water	no units	6.5 to 8.5	7.32	7.37	7.34	7.35	7.33	7.37	7.26	6.94	7.11	7.06	7.03	7.07	7.03	7.37	7.04	7.44	7.06	7.11	7.35	7.40	7.50	7.55	7.43	7.40	7.38	7.25	7.24	7.28	7.24	7.18	7.20		7.26	
pH - Settled water	no units	n/a	7.12	6.56	6.53	7.03	6.51	6.55	6.56	6.49	6.46	6.49	6.38	6.45	6.42	6.40	6.38	6.51	6.42	6.44	6.48	6.42	6.27	6.38	6.31	6.29	6.35	6.30	6.28	6.33	6.32	6.33	6.37		6.46	
pH - Raw Water	no units	n/a	7.38	7.39	7.23	7.16	7.11	7.09	7.25	7.10	7.13	7.09	7.12	7.16	7.09	7.18	7.21	7.21	7.19	7.11	7.21	7.18	7.20	7.23	7.33	7.33	7.29	7.15	7.19	7.24	7.06	7.02	7.04		7.18	
FAC - Treated Water	mg/l	0.2 to 4	2.12	2.12	2.18	2.18	2.35	2.32	2.64	2.05	2.03	2.01	2.05	2.03	1.91	1.98	2.02	2.06	2.08	2.08	2.16	2.13	2.11	2.12	2.16	2.10	2.10	2.06	2.08	2.02	2.17	2.11	2.07		2.12	
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.40	2.30	2.42	2.50	2.52	2.48	2.80	2.32	2.28	2.32	2.36	2.28	2.19	2.32	2.42	2.38	2.52	2.44	2.48	2.54	2.42	2.38	2.48	2.42	2.30	2.32	2.28	2.20	2.38	2.40	2.28		2.39	
Temperature	°C	15	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	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		2.4		
Fluoride used (Total Daily Consumption)	kg	n/a	15.0	15.0	17.0	19.0	19.0	18.0	17.0	17.0	18.0	17.0	18.0	17.0	17.0	18.0	16.0	18.0	16.0	17.0	15.0	16.0	17.0	16.0	16.0	18.0	18.0	18.0	17.0	18.0	17.0	17.0	530.00	17.1		
Chlorine used (Total Daily Consumption)	kg	n/a	18.0	18.0	18.0	18.0	22.0	22.0	20.0	18.0	17.0	18.0	18.0	18.0	18.0	18.0	19.0	20.0	19.0	19.0	17.0	20.0	19.0	19.0	19.0	20.0	20.0	18.0	19.0	19.0	20.0	18.0	19.0	585.00	18.9	
Soda Ash (Total Daily Consumption)	kg	n/a	186.9	186.1	187.6	188.0	194.3	187.2	178.7	190.2	187.2	187.2	187.6	185.0	186.9	191.3	185.7	188.3	189.1	186.9	175.8	188.0	198.7	186.1	187.6	188.0	191.7	186.5	187.6	190.6	181.3	188.0	188.7	5812.33	187.5	
Soda Ash - Dosage	mg/l	n/a	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37		37.0	
Alum residual - (Total Daily Consumption)	kg	n/a	171.7	171.0	172.4	172.7	178.5	172.0	164.2	174.8	172.0	172.0	172.4	170.0	171.7	175.8	170.7	173.1	173.7	171.7	161.5	172.7	182.6	171.0	172.4	172.7	176.1	171.4	172.4	175.1	166.6	172.7	173.4	5341.06	172.3	
Alum residual - Dosage	mg/l	n/a	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0		34.0	
Alum residual - Treated Water	mg/l	0.1	0.03	0.02	0.02	0.06	0.03	0.02	0.04	0.03	0.03	0.08	0.06	0.06	0.05	0.08	0.02	0.09	0.08	0.04	0.07	0.04	0.08	0.08	0.08	0.08	0.04	0.06	0.04	0.04	0.04	0.07	0.04	0.03		0.05
Poly bags added (25 kg bags )	kg	n/a							0.5				0.5						0.5							0.5					0.5			62.5		

\* MAC - maximum acceptable range

Minimum	Maximum
4.75	5.37
59.14	59.45
2.78	3.79
61.92	67.53

February 12, 2021

Report To: Mayor & Council

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

**SUBJECT: January 2021 Drinking Water Systems Monthly Summary Report**

Please find attached the January 2021 Summary Report on the drinking water systems, prepared by Jeff St. Pierre, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the January 2021 report as presented.

Respectfully submitted,  
Operations & Facilities Division

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

<b>Council approval of this report will</b> accept the January 2021 report prior to it being made available to the general public.
--

c.c. – Craig Miller, P.Eng., Environmental Superintendent  
Jeff St. Pierre, ORO, Senior WTP Operator

**January 2021**

**Monthly Summary Report  
Water Systems**

**Prepared by: Jeff St. Pierre, ORO  
Senior Water Treatment Plant Operator**

**Dated: February 04, 2021**



## 1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of January 2021 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 Monthly Usage	6.5 m3

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

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

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

Water Distribution System: 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. 943 3 <sup>rd</sup> St. East	2. 1309 King's Hwy.	3. 900 Wright Ave.	4. W. Tower
5. 943 Third St. E.	6. 1330 Woodward St.	7. 320 Portage Ave.	8. W. Tower
9. 1017 Cornwall Ave.	10. 1329 King's Hwy.	11. 401 King's Hwy.	12. W. Tower
13. 218 3 <sup>rd</sup> St West	14. 900 Wright Ave.	15. 401 King's Hwy.	16. W. Tower

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

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

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

Water distribution sample taken December 21, 2020 – 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 5<sup>th</sup>    -cleaned troughs on clarifier #2.  
              -cleaned flumes on filters.  
              -greased soda ash bucket elevator & auger.
- Jan 7<sup>th</sup>    -cleaned all 4 check valves on the poly unit.  
              -cleaned top and bottom tanks on the poly unit.  
              -flushed settled sample pump line.
- Jan 11<sup>th</sup> -calibrated fluoride analyzer.  
              -calibrated cl<sub>2</sub> analyzer.
- Jan 12<sup>th</sup> -cleaned and inspected clarifier #2
- Jan 14<sup>th</sup> -cleaned all 4 check valves on the poly unit.  
              -cleaned top and bottom tanks on the poly unit.  
              -put clarifier #2 back online.
- Jan 19<sup>th</sup> - received a load of Alum.
- Jan 21<sup>st</sup> -cleaned all 4 check valves on the poly unit.  
              -cleaned top and bottom tanks on the poly unit.

Jan 28<sup>th</sup> -cleaned all 4 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 4<sup>TH</sup> -routine micro sample collection.

Jan 5<sup>th</sup> -took service samples at 740 Scott St. & 504 Church St.

Jan 11<sup>th</sup> -routine micro sample collection.

Jan 13<sup>th</sup> -took samples for fourth St. W. watermain repair. 1<sup>st</sup> set.

Jan 14<sup>th</sup> -took samples for fourth St. W. watermain repair. 2<sup>nd</sup> set.

Jan 18<sup>th</sup> -routine micro sample collection.

Jan 20<sup>th</sup> -sent records electronically to M.E.C.P. for annual inspection.

Jan 25<sup>th</sup> -routine micro sample collection.

Jan 26<sup>th</sup> -ran the standby generator for 1 hr.

Jan. 27<sup>th</sup> -took grab samples off the filters,  
-calibrated fluoride analyzer.

Jan. 28<sup>th</sup> -Pryde's Plumbing here working on boiler.

Jan. 29<sup>th</sup> -Pryde's Plumbing here working on boiler.

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:

- Jeff St. Pierre, 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 Jeff St. Pierre, Senior WTP Operator at 1 (705) 943-5578.

Flow Data January	Units	2019		2020		2021	
Total Raw Water	m <sup>3</sup>		160760		155620		156120
Raw Maximum Day	m <sup>3</sup>		6200		5280		5220
Raw Minimum Day	m <sup>3</sup>		4890		4720		4860
Raw Average Daily Consumption	m <sup>3</sup>		5190		5020		5040
Total Treated Water	m <sup>3</sup>		115440		108720		105360
Treated Water Maximim Day Consumption	m <sup>3</sup>		4850		4240		3810
Treated Water Minimim Day Consumption	m <sup>3</sup>		2810		3040		3000
Treated Water Average Day Consumption	m <sup>3</sup>		3710		3520		3400
Daily Average Per Household Consumption Rate	m <sup>3</sup>		0.981		0.930		0.899
* Daily Average Per Person Consumption Rate	m <sup>3</sup>		0.465		0.441		0.426
Monthly Averages - Operating Parameters WTP:							
FAC Residual - Treated Water	mg/L		2.24		2.12		2.11
Total Chlorine Residual - Treated Water	mg/L		2.46		2.35		2.37
Aluminum Sulphate - Raw Water	mg/L		35.0		35.0		34.0
Aluminum Sulphate - Treated Water Residual	mg/L		0.03		0.07		0.04
Fluoride - Treated Water	mg/L		0.62		0.75		0.62
Soda Ash - Raw Water	mg/L		35.0		35.0		37.0
pH - Adjusted	mg/L		7.19		6.98		7.1
Temperature	°C		2.0		2.0		2.0
Quantity of Chemical Used:							
Aluminum Sulphate	kg		5626.6		5446.7		5308.08
Polyelectrolyte	kg		75		62.5		75.0
Chlorine Gas	kg		621		617		578
Soda Ash - Used for pH Adjustment	kg		5626.6		5446.7		5776.44
Fluoride	kg		581		693		513

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

\* Population is 7986

\* Number of Households is 3783

Town of Fort Frances - Water treatment Plant - Water Works # 220000978  
Monitoring Record  
Jan-21

Operating Data	Units	*MAC	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	Average
		or Range																																	
Flow rates																																			
Raw Water	1000 m <sup>3</sup>	17	5.04	5.18	4.86	5.07	4.88	4.97	5.05	5.05	4.91	5.03	5.16	5.22	5.02	5.02	5.07	4.92	5.11	5.07	4.91	5.01	5.06	5.05	4.91	5.09	5.14	5.04	5.08	5.04	5.17	4.91	5.08	156.12	5.04
Peak Instantaneous - Raw Water	l/s	n/a	59.06	59.11	59.14	59.08	58.98	58.96	58.98	58.96	58.86	58.93	58.86	59.13	61.80	61.77	60.86	58.97	59.03	58.94	58.92	58.96	58.96	59.01	58.97	58.93	58.97	58.97	58.99	59.03	59.00	59.03	59.02		59.23
Treated Water	1000 m <sup>3</sup>	17	3.25	3.42	3.25	3.26	3.41	3.55	3.15	3.64	3.00	3.44	3.38	3.44	3.54	3.48	3.15	3.35	3.21	3.60	3.11	3.52	3.40	3.39	3.26	3.50	3.60	3.50	3.73	3.29	3.81	3.09	3.64	105.36	3.40
Peak Instantaneous - Treated Water	l/s	n/a	62.70	61.93	61.72	63.58	62.66	62.69	62.57	61.96	63.00	62.47	62.79	62.13	63.70	62.77	62.23	61.64	63.99	61.77	62.05	62.77	63.35	62.10	61.92	63.00	63.23	63.22	63.08	62.78	63.44	63.14	62.88		62.69
BackWash Water	1000 m <sup>3</sup>	n/a	0.27	0.25	0.29	0.27	0.25	0.28	0.27	0.25	0.28	0.29	0.25	0.28	0.27	0.25	0.28	0.27	0.25	0.28	0.27	0.25	0.28	0.27	0.25	0.29	0.27	0.25	0.29	0.27	0.25	0.285	0.267	8.294	0.268
Fluoride Information																																			
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.73	0.74	0.71	0.70	0.68	0.58	0.60	0.56	0.59	0.61	0.60	0.58	0.57	0.54	0.63	0.63	0.65	0.63	0.59	0.63	0.62	0.64	0.60	0.62	0.58	0.64	0.61	0.63	0.62	0.62	0.62		0.62
Turbidity Information																																			
Raw Water	NTU	n/a	0.48	0.51	0.54	0.55	0.45	0.54	0.66	0.68	1.02	0.41	0.38	0.47	0.89	0.20	0.44	0.36	0.44	0.47	0.53	0.36	0.54	0.48	0.86	0.45	0.57	0.49	0.50	0.51	0.45	0.47	0.48		0.52
Settled Water	NTU	n/a	0.17	0.10	0.07	0.14	0.06	0.04	0.13	0.35	0.19	0.10	0.18	0.13	0.02	0.02	0.04	0.12	0.12	0.10	0.09	0.14	0.07	0.08	0.10	0.09	0.05	0.08	0.06	0.05	0.07	0.09	0.09		0.10
Treated Water	NTU	1	0.03	0.04	0.02	0.03	0.02	0.01	0.01	0.01	0.01	0.01	0.01	0.03	0.01	0.01	0.04	0.03	0.01	0.07	0.04	0.04	0.01	0.03	0.08	0.01	0.04	0.04	0.03	0.03	0.04	0.04	0.04		0.03
Other Operating Parameters																																			
pH - Treated Water	no units	6.5 to 8.5	7.18	7.20	7.15	7.18	7.09	7.26	7.28	7.26	7.03	7.06	7.02	7.05	7.18	7.04	7.11	7.11	7.10	7.02	7.05	7.14	7.01	7.01	7.07	7.07	7.03	7.07	7.07	7.10	7.06	6.97	7.00		7.10
pH - Settled water	no units	n/a	6.33	6.36	6.41	6.19	6.18	6.28	6.23	6.29	6.15	6.23	6.29	6.30	6.43	6.31	6.32	6.32	6.30	6.46	6.32	6.36	6.33	6.37	6.40	6.30	6.42	6.38	6.19	6.42	6.40	6.35	6.41		6.32
pH - Raw Water	no units	n/a	7.03	7.04	7.00	6.99	6.87	6.90	6.88	6.85	6.96	6.90	6.91	6.98	6.94	7.00	6.93	6.94	6.94	6.97	6.93	6.85	6.95	6.92	6.94	7.00	6.96	6.93	6.99	6.98	6.99	6.99	6.99		6.95
FAC - Treated Water	mg/l	0.2 to 4	2.07	2.12	2.10	2.11	2.10	2.24	2.20	2.16	2.02	1.88	2.17	1.92	2.08	2.08	2.18	2.09	2.11	2.03	2.12	2.19	2.12	2.14	2.05	2.07	1.99	2.16	2.26	2.19	2.18	2.19	2.11		2.11
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.26	2.52	2.40	2.50	2.40	2.54	2.44	2.48	2.42	2.28	2.36	2.48	2.34	2.22	2.60	2.16	2.24	2.16	2.34	2.26	2.36	2.38	2.34	2.30	2.32	2.44	2.44	2.32	2.58	2.34	2.30		2.37
Temperature	°C	15	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2.0	
Fluoride used (Total Daily Consumption)	kg	n/a	17.0	17.0	16.0	17.0	15.0	13.0	15.0	15.0	16.0	15.0	16.0	16.0	15.0	15.0	17.0	18.0	19.0	18.0	18.0	17.0	18.0	18.0	17.0	17.0	18.0	17.0	17.0	17.0	16.0	16.0	513.00	16.5	
Chlorine used (Total Daily Consumption)	kg	n/a	19.0	19.0	18.0	19.0	18.0	18.0	19.0	20.0	18.0	18.0	19.0	19.0	19.0	19.0	17.0	18.0	19.0	19.0	19.0	18.0	18.0	18.0	19.0	18.0	20.0	18.0	20.0	19.0	20.0	17.0	19.0	578.00	18.6
Soda Ash (Total Daily Consumption)	kg	n/a	186.5	191.7	179.8	187.6	180.6	183.9	186.9	186.9	181.7	186.1	190.9	193.1	185.7	185.7	187.6	182.0	189.1	187.6	181.7	185.4	187.2	186.9	181.7	188.3	190.2	186.5	188.0	186.5	191.3	181.7	188.0	5776.44	186.3
Soda Ash - Dosage	mg/l	n/a	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37	37.0	
Alum residual - (Total Daily Consumption)	kg	n/a	171.4	176.1	165.2	172.4	165.9	169.0	171.7	171.7	166.9	171.0	175.4	177.5	170.7	170.7	172.4	167.3	173.7	172.4	166.9	170.3	172.0	171.7	166.9	173.1	174.8	171.4	172.7	171.4	175.8	166.9	172.7	5308.08	171.2
Alum residual - Dosage	mg/l	n/a	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34	34		34.0
Alum residual - Treated Water	mg/l	0.1	0.04	0.04	0.05	0.03	0.06	0.05	0.03	0.05	0.05	0.04	0.04	0.06	0.02	0.06	0.06	0.04	0.03	0.07	0.02	0.04	0.07	0.03	0.04	0.05	0.03	0.04	0.04	0.04	0.03	0.04	0.04		0.04
Poly bags added (25 kg bags )	kg	n/a		0.5									0.5				0.5						0.5					0.5			0.5			75.0	

\* MAC - maximum acceptable range

Minimum	Maximum
4.86	5.22
58.86	61.80
3.00	3.81
61.64	63.99

February 10, 2021

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 2021 Monthly Report**

As per the operating agreement, the attached document is the January 2021 monthly report for the Fort Frances Wastewater Treatment Facility.

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

If you have any questions regarding this report do not hesitate to contact Mr. Jeff St. Pierre, Regional Hub Manager.

Yours truly,



Kelly Cunningham  
Team Lead

For Jeff St. Pierre  
Regional Hub Manager

**The Corporation of the Town of Fort Frances  
Wastewater Treatment Plant  
(Sewage Plant)  
January 2021 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 2021; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

## **DESCRIPTION OF WORKS**

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

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

## **LABORATORY**

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



## JANUARY 2021 EFFLUENT QUALITY

<i>Parameters</i>	<i>Monthly Actual Concentration mg/L</i>	<i>Compliance Criteria Concentration mg/L</i>	<i>Performance Objective Concentration mg/L</i>	<i>Monthly Actual Loading, kg/d</i>	<i>Compliance Criteria Loading kg/d</i>	<i>Performance Objective Loading kg/d</i>
CBOD <sub>5</sub>	2.2 mg/L	25 mg/L	15 mg/L	11.1 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	2.5 mg/L	25 mg/L	15 mg/L	12.7 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.07 mg/L	1.0 mg/L	0.9 mg/L	0.33 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	11.78 mg/L 5.67 mg/L					
Total Cl <sub>2</sub> Residual		<0.01 mg/L (when in use)				
E-Coli		10 count/100 ml (geometric mean )		200 count/100ml (geometric mean )		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH			pH range 6.6 to 7.0; average pH was 6.8			
Temperature degrees C			Temperatures ranged from 9.0 to 10.0 C; average temperature of effluent was 9.5 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 5015 m<sup>3</sup>/day. This represents 56% of the design average flow. Total treated flow for the month was 155465 m<sup>3</sup>.

The Fort Frances WWTP met all effluent compliance criteria for the parameters listed above and additionally was well within the recommended more stringent monthly performance objectives as outlined in the Environmental Compliance Approval.

## **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 in blowers 2 and 4 and tensioned belts
- Greased both clarifier drives
- Installed weight bracket on new John Deere tractor and replaced snow blower shear pin
- All Armstrong gas heads were calibrated

### **Pump Stations:**

- Ran gensets
- Changed seal water strainers

## **PROCESS AND OPTIMIZATION ISSUES**

### **SLUDGE SUMMARY**

Dennis Robinson Limited hauled a calculated total of 134.4 m<sup>3</sup> (13 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 15.1 % TS for the month but slump test results from the landfill site have not been provided. The Fournier press ran for 140.8 hours in the past month.

## **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 488 (x 180 multiplier) kWh.  
The Fournier press has been operated 140.8 hours in 2021.  
Blower 3 replacement arrived and has been installed.  
All Armstrong gas heads were calibrated.

## **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)

2021 Fort Frances Wastewater

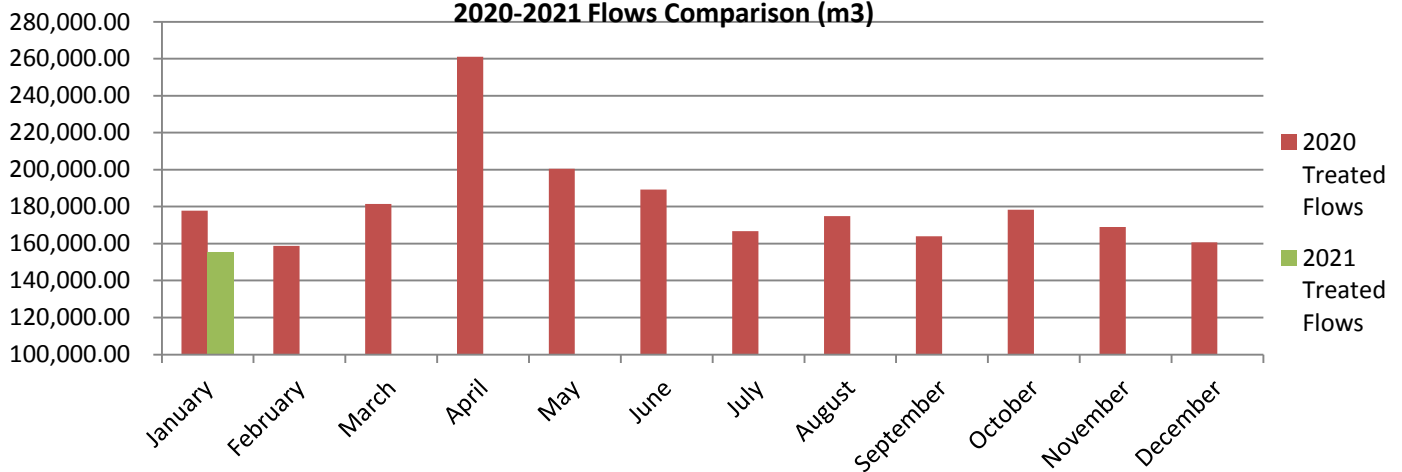
Month	Sewage Flows Year 2020					Usage	Calculated	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.981987076	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.987277354	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.976588629	
January	5015	5375	155465		155465	56%	134.4	13		
February						0%				
March						0%				
April						0%				
May						0%				
June						0%				
July						0%				
August						0%				
September						0%				
October						0%				
November						0%				
December						0%				
Sum				0	155465		134.4	13		
Average	5015		155465		155465	56%	134.4	13.0		
Max		5375	155465		155465			13		
ECA	9000	18000								

Month	BOD5/CBOD5			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
	BOD (mg/L)	CBOD (mg/L)	CBOD (kg/day)	S.S (mg/L)	S.S (mg/L)	S.S (kg/day)	T.P (mg/L)	T.P (mg/L)	T.P (kg/day)	TKN (mg/L)	Total N (mg/L)	Counts /100ml	Minimum	Maximum
January	123.8	2.2	11.1	196.5	2.5	12.7	2.99	0.07	0.33	26.2	11.8	10.0	6.6	7.0
February														
March														
April														
May														
June														
July														
August														
September														
October														
November														
December														
Average	123.8	2.2	11.1	196.5	2.5	12.7	2.99	0.07	0.33	26.2	11.8	10.0	6.6	7.0
Max	123.8	2.23	11.1	196.5	2.5	12.7	2.99	0.07	0.33	26.2	11.8	10.0	6.6	7
ECA		25	225		25	225		1.0	9.0			200	6.0	9.5

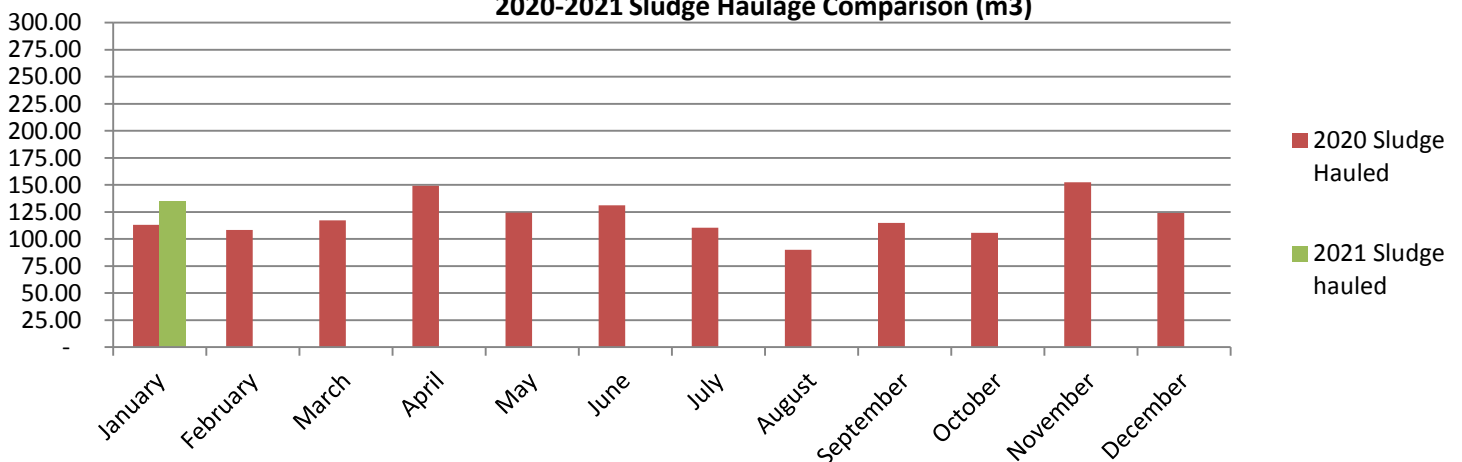
### 2020-2021 Comparison Chart

Month	2020 Treated Sewage	2021 Treated Sewage	% Variance 2020 to 2021	2020 Hauled Sludge	2021 Hauled Sludge	% Variance 2020 to 2021
	m3	m3	m3	m3 (calculated)	m3 (calculated)	m3
January	177,747.00	155,465.00	-14%	113.20	134.40	19%
February	158,832.00		#DIV/0!	108.20		-100%
March	181,415.00		#DIV/0!	117.10		-100%
April	261,159.00		#DIV/0!	149.30		-100%
May	200,528.00		#DIV/0!	124.40		-100%
June	189,252.00		#DIV/0!	131.00		-100%
July	166,681.00		#DIV/0!	110.50		-100%
August	174,870.00		#DIV/0!	89.90		-100%
September	163,947.00		#DIV/0!	114.80		-100%
October	178,352.00		#DIV/0!	105.80		-100%
November	169,049.00		#DIV/0!	152.50		-100%
December	160,702.00		#DIV/0!	123.90		-100%
<b>Totals</b>	<b>2,182,534.00</b>	<b>155,465.00</b>	<b>-1304%</b>	<b>1,440.60</b>	<b>134.40</b>	<b>-91%</b>

**2020-2021 Flows Comparison (m3)**



**2020-2021 Sludge Haulage Comparison (m3)**



Workorder Summary Report

Report Start Date: Jan 1, 2021 12:00 AM

Report End Date: Jan 31, 2021 11:59 PM

Location: 1103\*

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

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
<a href="#">2072337</a>			1103, Fort Frances WPCP	OPER	Inspection	1	MONTHS	Snow Removal at Wastewater Treatment (1m) 1103	COMP	1/1/21 12:00 AM	2/8/21 07:05 AM	2/8/21 07:05 AM	
<a href="#">2085516</a>	0000227376	PANEL ALARM/DIALER	1103, Fort Frances WPCP, Process, Process Control & Monitoring	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1103	COMP	1/1/21 12:00 AM	1/30/21 11:00 AM	1/30/21 12:00 PM	Dialer Test -We test daily
<a href="#">2085520</a>			1103, Fort Frances WPCP	PM	Refurbish/Replace/Repair	1	MONTHS	Diesel Gensets Inspection/Functional Tests (1m) 1103	COMP	1/1/21 12:00 AM	1/25/21 07:07 AM	1/25/21 07:07 AM	Diesel Gensets Inspection/Functional Tests -January 24, 2021 exercised all generators
<a href="#">2085537</a>			1103, Fort Frances WPCP	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1103	COMP	1/1/21 12:00 AM	1/30/21 07:30 AM	1/30/21 08:30 AM	H&S Report -No issues.
<a href="#">2085548</a>			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 1103	COMP	1/1/21 12:00 AM	2/8/21 07:17 AM	2/8/21 07:17 AM	
<a href="#">2085553</a>			1103, Fort Frances WPCP	OPER	Compliance	1	MONTHS	WISKI Review (1m) 1103	COMP	1/1/21 12:00 AM	2/8/21 07:16 AM	2/8/21 07:16 AM	
<a href="#">2085967</a>			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	Blowers/Motors Inspection/Service (1m/3m) 1103	COMP	1/1/21 12:00 AM	1/19/21 11:30 AM	1/19/21 12:30 PM	Blower Maint. -I changed oil , greased and tightened belts on blower # 4 .
<a href="#">2085975</a>	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	1/1/21 12:00 AM	1/27/21 01:08 PM	1/27/21 01:08 PM	Teacup Centrifuge Inspection/Service -Drained teacup and snail for inspection, no debris. Greased bearings and lubricated chain on snail.

**Sewer & Water Data for 2021**  
up-dated February 10, 2021

Month	Days per month	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021	2021-2020	2021-2020	2021	2021	Monthly
		Total	daily	Couch.	Couch.	Couch.	Total	daily	Couch.	Couch.	Couch.	Diff	Diff	Difference	Infiltration	Infiltration
		Sewage	Sewage	Sewage	Sewage	Sewage	Treated	Treated	2 Water	2 Water	Water	Treated	Wastewater	STP-WTP	daily average	US Gallons
		STP	STP	Meters	Meters	%	WTP	WTP	Meters	Meters	%	WTP	STP			
		cu. meters	cu. meters	cu. meters	cu. meters		cu. meters	cu. meters	cu. meters	cu. meters						
		monthly	daily	monthly	daily		monthly	daily	monthly	daily						
January	31	155465	5015.00	10364	334.32	6.67%	105360	3398.7		0.0	0.00%	-3360.0	-22282.0	50105.0	1616.3	13,236,338
February	28		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-101900.0	-158832.0	0.0	0.0	-
March	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-105300.0	-181415.0	0.0	0.0	-
April	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-96350.0	-261159.0	0.0	0.0	-
May	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-111690.0	-200528.0	0.0	0.0	-
June	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-115660.0	-189252.0	0.0	0.0	-
July	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-139030.0	-166681.0	0.0	0.0	-
August	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-127750.0	-174870.0	0.0	0.0	-
September	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-107690.0	-163947.0	0.0	0.0	-
October	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-102590.0	-178352.0	0.0	0.0	-
November	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-98680.0	-169049.0	0.0	0.0	-
December	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-104350	-160702.0	0.0	0.0	-
Total	365	155465		10364			105360.0		0.0			-1214350.0	-2027069.0	50105.0	137.3	13,236,338
Monthly Average		155465.0	5015.0	10364.0	334.3		105360.0	3398.7	#DIV/0!	0.0	0.0	-3360.0	-22282.0	50105.0	1616.3	13236338.1

**TOWN OF FORT FRANCES**  
**Operations and Facilities Division - Environmental Area - Operations Statistics**  
**December-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)  
Continued to lower manholes above finished road grade  
Repaired water service on Church near Armit.  
Flushed and cleaned dead-end sewer mains  
Misc. curb stop box repairs  
Misc. water turn on / off

**WATER TREATMENT PLANT:**

In receipt of the Water Treatment Plant Monthly Report.  
Brad Webb ORO retired from Town of Fort Frances on December 31  
Worked with BMA consulting on Long Range Financial Plan  
Progressed engineering for Soda Ash dust management  
G. Wiedenhoef wrote (and passed) Class 3 Water Treatment Exam  
Submitted for G. Wiedenhoef Class 3 Water Treatment License

**WASTE-WATER TREATMENT FACILITY:**

In receipt of the Wastewater Treatment Facility Monthly Report.  
Progressed engineering works on back up generator for WWTP

**WASTE MANAGEMENT:**

Launched media campaign for single use plastics bylaw  
Updated waste management bylaw to add weight and size limits to recycle

Garbage Collection:

Garbage not picked up - 2 houses

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

Amount of residential waste (kg) delivered to the landfill:  
155,550

Amount of ICI waste (kg) delivered to the landfill:  
264,880

Recycling:

Recycle not picked up - 13 houses

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

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

Date: 2021-02-12



**TOWN OF FORT FRANCES**  
**Operations and Facilities Division - Environmental Area - Operations Statistics**  
**January-21**

**STAFFING:**

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

**OVERTIME HOURS - Equivalent Straight Time Hours**

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

**WATER DISTRIBUTION & WASTE WATER COLLECTION:**

See Monthly Summary (Attached)  
Repaired water main on 4th St West between Central and Cornwall  
CCTV sewer services from external cleanouts  
Jan 9 - Scott St. sewer main on 1100 block plugged due to wipes etc. Flushed and cleaned.  
J. Nicolay received Wastewater Collection 1 Certificate  
Cleaned plugged sewers from external cleanouts  
1 frozen water service (vacant house at 713 Church St.)  
Hydrant on Colonization Rd. W hit by Canada Post - repaired.  
Misc curbstop box repairs.  
Misc. water turn on / off

**WATER TREATMENT PLANT:**

In receipt of the Water Treatment Plant Monthly Report  
J. Bruyere cross-training @ WTP.  
Jeff St. Pierre of OCWA is temporary ORO at WTP until TOFF has a Class 3 operator  
Submitted inspection files to MECP on January 20 for annual inspection (virtual)  
P. LeMesurier wrote Class 3 water treatment exam  
Finalized financial plan with BMA Consulting and submitted to Council.  
Reduced rotation at WTP to 2 employees due to Covid-19 restrictions

**WASTE-WATER TREATMENT FACILITY**

In receipt of the Wastewater Treatment Facility Monthly Report.

**WASTE MANAGEMENT:**

Garbage Collection:

Garbage not picked up - 15 houses

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning normally during this period.

Amount of residential waste (kg) delivered to the landfill:  
229,160

Amount of ICI waste (kg) delivered to the landfill:  
221,640

Recycling:

Recycle not picked up - 44 houses

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

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

Date: 12-Feb-21