

TOWN OF FORT FRANCES

AGENDA - June 14, 2021

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

Or call in (audio only)

[+1 807-701-5975,,782597267#](#) Canada, Thunder Bay

Phone Conference ID: 782 597 267#

[Find a local number](#) | [Reset PIN](#)

COMMITTEE OF THE WHOLE MEETING

Virtually

(Session No. 074) 5:30 PM

Page

1. **Call to Order / Roll Call**
2. **Disclosure of pecuniary interest and the general nature thereof.**
3. **Delegations/Deputations - None.**
4. **Council Reports on Board & Committee Activity:**
 - 4.1 Mayor June Caul - Verbal Update
 - Councillor Douglas Judson - Verbal Update
 - Councillor John McTaggart - Verbal Update
 - Councillor Rick Wiedenhoeft - Verbal Update
5. **Consent Agenda:**
 - 5.1 Rainy River Vet Services Committee 5 - 6

- approval of this report will agree with the recommendation of the Administration & Finance Executive Committee to make a contribution to the Vet Assistance Trust Fund in the amount of \$650.00 as requested.
 - 5.2 Notice By-law Review 7 - 28

- approval of this report will agree with the recommendation of the Administration & Finance Executive Committee to rewrite the Notice By-law as outlined in this report.
 - 5.3 Scott Street Temporary Patios 29 - 41

		Page
	- approval of this report will agree with the recommendation of the Planning & Development Executive Committee to authorize temporary patio as requested subject to the criteria outlined in this report.	
5.4	Front Street Extension Westerly	42 - 50
	- approval of this report will agree with the recommendation of the Planning & Development Executive Committee to bring forth these considerations during the mill planning exercise and to receive the letter from Mr. Naturkach with thanks.	
5.5	Request for Water Service to 11 Highway 11	51 - 55
	- approval of this report will agree with the recommendation of the Operations & Facilities Executive Committee to allow the request in principle acknowledging the conditions outlined in this report.	
5.6	Award of Tender 21-OF-07 - HVAC Upgrades at the Memorial Sports Centre	56 - 57
	- approval of this report will agree with the recommendation of the Operations & Facilities Executive Committee to award Tender 21-OF-07 to Tom Jones Corporation at a total tender price of \$459,200 including \$30,000 contingency, and that an authorizing by-law be prepared for Mayor and Clerk to execute on behalf of the Corporation.	
5.7	Award of RFP 21-OF-03 - Feasibility Study for the Consolidation of Ice Plants at the Memorial Sports Centre	58 - 60
	- approval of this report will agree with the recommendation of the Operations & Facilities Executive Committee to award RFP 21-OF-03 to Stantec and further that an authorizing by-law be prepared allowing Mayor and Clerk to execute the agreement on behalf of the Corporation.	
5.8	Sewer Rooting - Request for Reimbursement	61 - 70
	- approval of this report will agree with the recommendation of the Operations & Facilities Executive Committee to not reimburse the private invoice for 713 Webster Avenue as there is a long history of issues on the private side and location of blockage can not be confirmed, that each case continues to be considered individually going forward and further that only works completed during the service reduction period specifically related to Covid-19 be considered.	
5.9	Request from Belluz Concrete for Waste Fill	71 - 75
	- approval of this report will agree with the recommendation of the Operations & Facilities Executive Committee to not sell any fill to the private sector.	

	Page
5.10 Request from Fort Frances Sportsman's Club for Waste Fill	76 - 78
- approval of this report will agree with the recommendation of the Operations & Facilities Executive Committee to not sell any fill to the private sector.	
5.11 Purchase of Standby Generator for the Wastewater Treatment Plant	79 - 90
- approval of this report will agree with the recommendation of the Operations & Facilities Executive Committee to purchase the standby power unit for the Town of Fort Frances Wastewater Treatment Plant from Toromont CAT for a total price of \$492,624.00.	
5.12 March 2021 Drinking Water Systems Monthly Summary Report	91 -
- approval of this report will agree with the recommendation of the Operations & Facilities Executive Committee to accept the March 2021 report prior to it being made available to the general public.	100
5.13 April 2021 Drinking Water Systems Monthly Summary Report	101 -
- approval of this report will agree with the recommendation of the Operations & Facilities Executive Committee to accept the April 2021 report prior to it being made available to the general public.	110
5.14 May 2021 Drinking Water Systems Monthly Summary Report	111 -
- approval of this report will agree with the recommendation of the Operations & Facilities Executive Committee to accept the May 2021 report prior to it being made available to the general public.	120
6. <u>Administration and Finance Division:</u>	
6.1 Councillor Judson - NOMA AGM and Conference Per Diem	121 -
- approval of this report will agree with the recommendation of the Administration & Finance Executive Committee to approve the per diem claim in the amount of \$320.00 as submitted by Councillor Judson for his attendance at the NOMA AGM and Conference held virtually April 28-30, 2021.	125
7. <u>Operations and Facilities Division:</u>	
7.1 Verbal Update on Capital Projects	
8. <u>General:</u>	
8.1 Covid-19 Update	
9. <u>Information:</u>	
9.1 May 2021 - By-law Report	126 -
	127

	Page
9.2 Fire and Rescue Service - April and May 2021 Reports	128 - 133
9.3 Building Statistics - May 2021	134
9.4 Memorial Sports Centre Membership Statistics March 2021 & April 2021	135 - 137
9.5 Operations & Facilities Division - Environmental Area - Operations Statistics (March, April and May 2021)	138 - 140
9.6 Water and Sewer Stats	141 - 143
9.7 Airport Statistics as of May 31, 2021	144 - 145
9.8 Tonnage at Landfill Site - updated June 4, 2021	146
9.9 Complaint Register (April & May 2021)	
10. <u>ADJOURNMENT</u>	



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2021/29**

To: Mayor Caul & Members of Council

FROM: Dawn Galusha, Treasurer

DATE: June 8, 2021

SUBJECT: Rainy River Vet Services Committee

BACKGROUND

At the May 25, 2021 Council meeting, the letter of request for financial contribution from the Rainy River Vet Services Committee was referred to the Administration and Finance Executive Committee. As in previous years, the money goes towards the Vet Contracts that they have, which provides service to all farmers. If nobody pays, the farmer would be charged more as the contract covers mileage for the vets.

The Rainy River Vet Services is requesting \$650.00 for the Vet Assistance Trust Fund. The Town has supported this Rainy River District project and has made annual contributions since 2002 (or earlier based on information provided by Kim Jo) and it has been expensed from the Council Public Relations budget line. In 2019, the committee felt that as a District initiative that indirectly supports Fort Frances.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council support the Rainy River Vet Services Committee's request for a contribution to the Vet Assistance Trust Fund in the amount of \$650.00 funded from Council Public Relations expense.

Council Approval of this Report will agree to the Administration & Finance Executive Committee recommendation to make a contribution to the Vet Assistance Trust Fund in the amount of \$650.00 to support the request from the Rainy River Vet Services Committee.

Rainy River Veterinary Services Committee
c/o Kim Jo Bliss
R.R. # 2
Emo, ON P0W 1E0
807-275-9706 (cell)
kimjobliss@gmail.com

May 5th, 2021

Clerk-Treasurer
Town of Fort Frances
P.O. Box 38 320 Portage Avenue
Fort Frances, ON P9A 3P9
town@fortfrances.com

Dear Town of Fort Frances;

Hello! I hope this finds you all well.

This is your bill for the Vet Assistance Trust Fund. The fees are the same as they have been in the past.
Your portion of the fee is a flat fee of \$650.00.

For your information, The Town of Rainy River, Atikokan and Fort Frances are charged a flat fee. Other Municipalities are charged .35cents per capita and farmers in the unincorporated townships are charged \$5.00 per farm. If these fees are not paid, the Veterinary Clinics are notified and can charge the producers the unsubsidized fees.

Thank you for your continued support towards this fund. We are now fortunate that both Nor-West Animal Clinic and Kingsford Veterinary Service have a full contract.

If you have any question, please don't hesitate to reach out to me or our Chair of the Committee Tom Morrish.

Stay safe friends.

Kim Jo

Kim Jo Bliss
Treasurer – Rainy River Veterinary Services Committee
*Cheques can be made payable to the Rainy River Vet. Services Committee

June 10, 2021

REPORT TO: Mayor & Council

FROM: Elizabeth (Lisa) Slomke, AOMC
Municipal Clerk

SUBJECT: Notice By-law Review

BACKGROUND INFORMATION

The *Municipal Act, 2001*, section 270 (1) indicates that Ontario municipalities shall have a policy that addresses the circumstances, form and manner that notice must be provided to the public (excerpt attached). Similar to the procedural by-law, the legislation does not provide Ontario municipalities with details as to what should or should not be included in a notice policy.

The current Town of Fort Frances Notice By-law 64/02 (attached) was created in 2002 and a thorough review has not been undertaken in several years. There is no legislated requirement to complete scheduled reviews, but as the provincial legislation is amended, in many instances it becomes necessary to amend the by-law / policy. Many municipalities have adopted the practice of reviewing these types of documents at least once per term of Council.

After a cursory review of the Town of Fort Frances' Notice By-law, I want to point out that many of the sections of the *Municipal Act, 2001* that are quoted in the by-law and Schedule have been amended or repealed. There are also some sections quoted word for word with what the *Municipal Act, 2001* states, which is duplication. If the notice provisions are included in the *Municipal Act, 2001*, then repeating it is redundant and potentially poses an issue should the *Municipal Act, 2001* change (and it does often).

NEXT STEPS

Due to the fact that the existing Notice By-law is almost 20 years old, I recommend that a complete review/rewrite take place. Council has the option of determining whether this remain a by-law or be switched to a policy.

Administration & Finance Executive Committee received this report at their June 8th meeting and subsequently recommends that the Notice By-law be rewritten to meet current legislation

and further those proposed sections be brought through AFEC for vetting prior to the final version being prepared and considered by Council as a whole.

Council's approval of this report will agree with the recommendation of the Administration & Finance Executive Committee to rewrite the Notice By-law as outlined in this report.

****excerpt from the Municipal Act, 2001**

Adoption of policies

270 (1) A municipality shall adopt and maintain policies with respect to the following matters:

1. Its sale and other disposition of land.
2. Its hiring of employees.
- 2.1 The relationship between members of council and the officers and employees of the municipality.
3. Its procurement of goods and services.
4. The circumstances in which the municipality shall provide notice to the public and, if notice is to be provided, the form, manner and times notice shall be given.
5. The manner in which the municipality will try to ensure that it is accountable to the public for its actions, and the manner in which the municipality will try to ensure that its actions are transparent to the public.
6. The delegation of its powers and duties.
7. The manner in which the municipality will protect and enhance the tree canopy and natural vegetation in the municipality.
8. Pregnancy leaves and parental leaves of members of council. 2006, c. 32, Sched. A, s. 113; 2017, c. 10, Sched. 1, s. 32.

TOWN OF FORT FRANCES

BY-LAW NO. 64/02

A BYLAW TO ESTABLISH REASONABLE MINIMUM PROCEDURES FOR
NOTICES REQUIRED UNDER THE MUNICIPAL ACT, 2001, S.O. 2001,
CHAPTER 25

WHEREAS section 251 of the *Municipal Act, 2001*, the Act, provides that where a municipality is required to give notice under a provision of the Act, the municipality shall, except as otherwise provided, give the notice in a form and in the manner and at the times that the council considers adequate to give reasonable notice under the provision;

AND WHEREAS the *Interpretation Act*, R.S.O. 1990, c. I.11, s. 5 allows council to pass a by-law under the *Municipal Act, 2001*, to become effective when the Act comes into operation;

AND WHEREAS the Act will come into operation on January 1, 2003;

AND WHEREAS it is deemed expedient to set out reasonable minimum notice procedures for those actions for which the notice requirements are not prescribed under the provisions of the Act or its Regulations;

NOW THEREFORE the Council of the Corporation of the Town of Fort Frances HEREBY ENACTS as follows:

1. Short Title

The short title of this by-law shall be "Procedures for Notices By-law"

2. Definitions

"Act" -means the *Municipal Act, 2001*, and includes regulations thereunder

"Clerk" - means the Clerk of the Corporation of the Town of Fort Frances or his or her designate

"Newspaper" – means a printed publication in sheet form, intended for general circulation, published regularly at intervals of not longer than a week, consisting in great part of news of current events of general interest and sold to the public and to regular subscribers

"Notice" –means a written, printed, published or posted notification or announcement

3. Notice Requirements

For purposes of this by-law and schedules hereto, the type and manner of giving reasonable notice is set out herein for application in the different circumstances for which notice is required as follows:

- # 1: Notice to be sent by registered mail to the last known address or hand delivered.
- # 2: Notice to be published in a newspaper once a week for three successive weeks
- # 3: Notice to be published in a newspaper at least once a minimum of one week prior to the passing of the by-law and/or declared at an open meeting of Council that the subject will be placed on the agenda for the next regularly scheduled meeting of Council
- # 4: Give written notice of the passing of the by-law (i.e. school boards, assessment office).

4. Procedures for the Giving of Notice

The following procedure schedules attached to and forming part of this By-law be and they are hereby adopted as reasonable minimum procedures for the giving of notice as required under the Act.

Schedule A-Part III – Specific Municipal Powers

Schedule B -Part IV -- Licensing and Registration

Schedule C -Part V -- Municipal Reorganization

Schedule D -Part VI – Practices and Procedures

Schedule E -Part VII, VIII, IX, X, XI – Financial Administration and
Taxation

Schedule F -Part XII – Fees and Charges

Schedule G -Part XIII – Debt And Investment

Schedule H -Part XIV – Enforcement

5. Content of Notice

At a minimum, unless otherwise prescribed in the Act or its Regulations, where notice of intention to pass a by-law or notice of a public meeting is required to be given, the notice shall include the following information:

- (1) Identification of the authority under which the notice is being given;
- (2) A description of the purpose for the meeting or the purpose and effect of the proposed by-law;
- (3) The date, time and location of the meeting at which the matter will be considered;
- (4) A description of how and where comments and/or objections may be made;
- (5) The name and address of the person who will receive written comments on the issue that is the subject of the meeting and the deadline for receiving such comments;
- (6) Where the purpose of the meeting or proposed by-law is related to specific lands, a key map or other description of the affected lands.

6. Deemed Minimum Standards

The form, manner and timing for giving of notice as set out in the attached schedules shall be deemed to be the minimum standards required and nothing in the by-law shall prevent the Clerk from using more comprehensive methods of notice or providing for a longer notice period.

7. General

- (1) Where separate by-laws have been enacted in accordance with provisions contained in the Act, the notice provisions set out in such by-laws shall prevail.
- (2) No notice shall be required under this by-law, where the provision of notice will interfere with the ability of Council to conduct business with respect to a matter permitted for a closed session under Section 239 of the Act.

8. Emergency Provision

If a matter arises, which in the opinion of the Chief Administrative Officer, in consultation with the Mayor or Acting Mayor, is considered to be of an urgent or time sensitive nature, or which could affect the health or well-being of the residents of the Town of Fort Frances or of neighbouring municipalities, or if a State of Emergency is declared, or if so advised by a Provincial Ministry, the notice requirements of this by-law may be waived and the Clerk shall make his/her best efforts to provide as much prior notice as is reasonable under the circumstances. Failing to provide notice prior to the action, the Clerk shall provide notice as soon as practicable following the action.

9. Alternate method by Council Resolution

Notwithstanding the notice requirements set out in the attached schedules, Council may reduce or amend such requirements upon passage of a motion at a duly called meeting of Council, provided the motion dictates an alternate method of giving notice deemed to be in a form and manner and timing adequate to the circumstances.

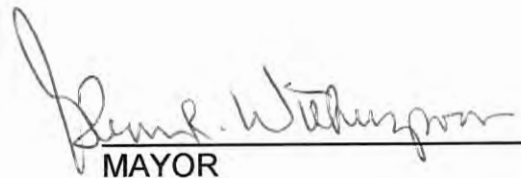
10. Notwithstanding Provision

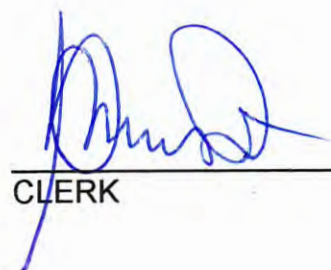
Where notice of intention to pass a by-law or notice of a public meeting is required to be given and the timeframe for such notice is not already prescribed in the Act or its Regulations or otherwise addressed in this by-law, notice shall be given at least once by publication in a newspaper, no less than 4 days prior to the proposed activity to be undertaken.

11. Effective date

This by-law shall come into force and take effect on the first day of January, 2003.

READ THREE TIMES and finally passed in open Council this 16th day of December 2002.


MAYOR


CLERK

PART III - SPECIFIC MUNICIPAL POWERS

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required le) - Public - Reasonable	Notice Requirements
Section 34 (1)	Permanent closure of a Highway	Before passing a By-law for permanently closing a highway, a municipality shall give public notice of its intention to pass the By-law		Public Notice	#2
Section 34 (2)	Permanently altering a highway	Before passing a by-law for permanently altering a highway, if the alteration is likely to deprive any person of the sole means of motor vehicle access to and from the person's land over any highway, a municipality shall give public notice of its intention to pass the By-law.		Public Notice	#2
Section 36 (3)(a)	Intention to pass By-law to owner and public	Give notice of its intention to pass the By-law to the public and to the owner of any land abutting the highway		Give Notice	#3
Section 36 (3) (b)	Passage of By-law	Serve the notice under Sub-section (a) on the owner of the land personally or by prepaid registered mail to the last known address of the owner		Serve Notice	#1
Section 37 (1)	Closure of access to controlled-access highway	If a municipality requires the owner of any land to permanently close up any private road, entrance, gate or other structure that is constructed or is being used as a means of access to a controlled-access highway or other highway in contravention of a By-law, it shall give notice to the owner of the land personally or by prepaid registered mail to the last known address of the owner.		Give notice	#1

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 47	Change - naming of highway	Before passing a By-law naming a highway or changing the name of a highway, a municipality shall give public notice of its intention to pass the By-law		Public Notice	#3
Section 48	change - naming of private roads	A local municipality may name or change the name of a private road after giving public notice of		Public Notice	#3
Section 81 (1)	Shut off of Public Utilities	Upon proposed shut-off by municipality , of a public utility	reasonable notice	prepaid mail or by posting the notice on the land in a conspicuous place	#1
Section 99 (1)	By-law - advertising devices	Before passing the By-law, the municipality shall give public notice of its intention to pass the By-law		Public Notice	#3
Section 110 (8)	By-law - tax exemption	Upon the passing of a By-law under subsection (6), the Clerk of the municipality shall give written notice of the contents of the By-law to: a) the assessment corporation b) the Clerk of any other municipality that would, but for the By-law, have had authority to levy rates on the assessment for the land exempted by the By-law; and c) the secretary of any school board if the area of jurisdiction of the board includes the land exempted by the By-law.		Written Notice	#4

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 144 (5)(c)	Power of entry - order repair	A notice stating that if the work is not done in compliance with the order within the period it specifies, the municipality may have the work done at the expense of the owner. Before the municipality enters on land to do the work, the order shall be served on the owner of the land personally or by prepaid registered mail to the last known address of the owner of the land. If the municipality is unable to effect service on the owner under subsection (8), it may place a placard containing the terms of the order in a conspicuous place on the land and may enter on the land for this purpose.	In accordance to the order given.	Notice - Clarification	#1
Section 144 (8) (9) (11)	Authority of Municipality	Notice under subsection (8) or (9) shall be deemed to be sufficient notice for the purpose of Section 431 (a) of the proposed entry on the land.		Order to Comply	#1
Section 150 (4) (b)	Notice of Public meeting before Bylaw is passed to license or impose any condition on any business or class of business - except in case of emergency	Before passing a Licensing Bylaw	none specified	Notice - published within newspaper with general circulation hold at least one public meeting at which any person has an opportunity to make representation with respect to the matter.	#3

Part IV - LICENSING AND REGISTRATION

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 150 (5)	Emergency - Public meeting - licensing power (post activity)	If a By-law is passed under this section in the case of an emergency without complying with subsection (4), the Council shall, as soon as it practicable after its passage, hold the meeting and give the notice referred to in subsection (4) and may, after that meeting, amend or repeal the By-law without the requirement of a further meeting.	Emergency basis	Give Notice - published within newspaper with general circulation	#3
Section 157(3)	Registry of Business Notice of public meeting before By-law is passed	Before passing any Bylaw	non specified - at least one week prior	Notice - published within newspaper with general circulation. hold at least one public meeting at which any person has an opportunity to make representation with respect to the matter.	#3

PART V ~ MUNICIPAL REORGANIZATION

Section	Subject Matter	When Notice Is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 173 (3)	Restructuring Proposal	SHALL: Before the council votes on support or opposition to restructuring proposal consult with the public by giving notice of and by holding at least one public meeting; and consult with such persons or bodies as the Minister may prescribe.	Prior to Council voting	Shall consult with public by holding one public meeting	#3 also through Minister regulations
Section 174 (12)	Commission on restructuring	opportunity to make representations and advise where municipality can inspect written submissions received by the Commission on restructuring	set by the Commission	shall give notice to the public in the prescribed geographic area advising them of the opportunity to inspect the restructuring proposal.	#3 set by the Commission
Section 187	Municipality wishes to change name	Prior to passing a By-law changing its name		Public Notice and hold one public meeting to consider the matter	#3
Section 206	Powers to establish Corporations (Improvement Areas) (BIA)	Prior to holding a meeting to vote in its directors and prior to approving its fiscal budget	date and time set my municipality	to general membership	#1

Section	Subject Matter	When Notice Is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 210	BIA Bylaw	Prior to passing a By-law and Prior to designating an area as an improvement area and establish a board of management and to set levy upon rateable property in the improvement area		Prepaid mail to the Board of Management of improvement area...and every person assessed for rateable property within improvement area	#1
Section 211	BIA - Repealing By-law	Council shall give notice to repeal a By-law (s.204) if municipality received resolution or request	Before passing the By-law changing the name.	A municipality shall give notice before passing a By-law and shall hold at least one public meeting.	#1
Section 216 (4)	Dissolution of Local Boards (exception to Police Service Boards)	Any municipality shall give notice of its intention to pass a By-law to dissolve or make changes to local boards	Before passing the By-law	the By-law does not come into force until at least half of the municipalities give their approval by resolution	#1 Minister regulations
Section 217	Council Composition	A municipality shall give notice of its intention to pass a By-law to change the composition of council.	Before passing the By-law. The By-law does not come into force until the day the new council is organized.	A municipality shall give notice before passing a By-law and shall hold at least one public meeting	#3

Section	Subject Matter	When Notice Is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 219	Upper-Tier Council Composition	A municipality shall give notice of its intention to pass a By-law to change the composition of the upper-tier council.	Before passing the By-law. A majority of votes required ss 219(2). The By-law does not come into force until the day the new council is organized	A municipality shall give notice before passing a By-law and shall hold at least one public meeting	#3
Section 222	Establishment of Wards	A municipality shall give notice of its intention to pass a By-law to (re)divide or dissolve existing wards, notice shall be given specifying the last date for appealing	Notice shall be given before the passing of the By-law and within 15 days after passing the By-law.	A municipality shall hold at least one public meeting.	#3 Minister may prescribe criteria

Part VI - PRACTICES AND PROCEDURES

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 238(2)	Procedural By-laws	Before passing the By-law the municipality shall give notice of its intention to pass the Procedural By-law	Before the passing, sufficient notice to ensure general public is informed. Date, time and location clearly stated.	Public Notice	#3
Section 251	Giving of Notice	Reasonable notice in a form and in the manner and at the times that the council considers adequate to give reasonable notice under the provisions	As approved by the Council	Public Notice as approved by Council	#3
Section 260 & 262	Council member resignation	Notice in writing filed with Clerk (not effective if it would reduce the number of members to less than a quorum)	The Council shall at its next meeting declare the vacancy, if the vacancy occurs as a result of death the declaration may be made at the next two Council meetings. Vacancy must be filled within 60 days of the declaration. If vacancy occurs within 90 days of an election, the municipality is not required to fill the vacancy.	Public Notice - in writing filed with Clerk In accordance with Municipal Elections Act	—

Section	Subject Matter	When Notice Is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 268	Sale of Land Procedures	Prior to the sale of Proposed Land	As defined in the established in procedures	Public Notice	#3

Part VII - FINANCIAL ADMINISTRATION

Section 291	Budget - Adopt or Amend	Prior to adopting or amending the budget, the Municipality shall give <i>public notice</i> of its intentions.	Prior to the specified council meeting, in order to ensure sufficient notice to the general public.	Public Notice	#3
Section 295	Financial Statements - Publication	Within 60 days after receiving the audited financial statements of the municipality for the previous year	60 days after receiving the audited financial statements	Public Notice	#3
Section 297	Auditor's right to attend - Right of Access	Auditor's entitlement to attend any meeting and receive all notices relating to the meeting and to make representation as required	Auditor to be provided with a listing of Council dates for information purposes	Reasonable Notice	#1

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 300	MPMP - Municipal performance measures Improvements in Service	Improvements in service. Municipality must provide notice to the general public of improvements in the efficiency and effectiveness of the delivery of services by the municipality and also identify barriers that impaired achieving service goals.	At least once each calendar year	Public Notice	#3 Minister may designate manner and form in which notice shall be given

PART VIII - MUNICIPAL TAXATION

PART IX ~ LIMIT ON TAXES

Section 331 (2)	Taxes on Eligible Properties	When eligible properties as defined in 331(20) are added to the roll (ie properties with additional assessments; properties that cease to be exempt; properties that are added to the roll be severance; or properties for which there is a change in classification)	within 60 days after the date the list of comparable properties is received by the municipality	the list of comparable properties	#1
-----------------	------------------------------	---	---	-----------------------------------	----

PART X ~ TAX COLLECTION

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 348	Determination of Tax Status	Upon making the determination of every tax account as of December 31 st of the preceding year	By February 28 th in each year	Notice of Tax Arrears & related late payment charges	#1
Section 350	Obligations of tenant - taxes owed	Taxes owed in respect of any land occupied by tenant		To tenant in writing requiring tenant to pay rent in respect of the land	#1
Section 351	Seizure personal property - Public Auction	When Treasurer sells all or part of seized personal property to recover taxes & costs of seizure	at time set by Treasurer	Public Notice	#1 and #3
Section 357 (5)(b), ...	Cancellation, reduction, refund of taxes as a result of "change event" in accordance to subsection 34 (3.2) of the <i>Assessment Act</i>	Upon receiving an appeal from applicant	at least 14 days before the meeting on or before September 30 of the year following the year of application ~ and other time frames as identified in Act as appeal is being processed	Notice to the applicant, Assessment Corporation, Assessment Review Board	#1 and #4

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 358	Overcharges caused by a gross or manifest error	Treasurer to send copy of application to the Assessment Corporation and Assessment Review Board; and to notify applicant of invalid application	On or before September 30 th of the year following the year in which the application is made	Hold a meeting where applicant may make representation to the Council	#1 and #4
Section 359	Increase of Taxes as a result of any undercharge caused by a gross or manifest error...but not an error in judgement in assessing the land	Upon application made by the Treasurer	Within the year in which the application is made	In writing to the person in respect of whom the application is made	#1 and #4
Section 364	Cancellation, reduction or refund of taxes	Upon a lower-tier municipality passing a by-law under subsection (1) to provide the cancellation, reduction or refund of taxes levied	As soon as possible	Letter to Upper-tier municipality giving facts	#1 and #4

PART XI TAX ARREARS SALES

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 374 (1)	Notice of Registration - after registration of tax arrears certificate in the third year following that in which the real property taxes become owing	60 days after registration of tax arrears to assessed owner; (<i>Land Titles Act</i>) persons appearing on parcel register; and (<i>Registry Act</i>) persons appearing by the abstract index and by the index of writs received for execution by the sheriff...	After third year of tax arrears	Notice of Registration of certificate	#1
Section 379 (1)	Public Sale	If the cancellation price remains unpaid 280 days after the day the tax arrears certificate is registered	within 30 days after the expiry of the 280-day period	Final Notice that land will be advertised for public sale - unless the cancellation price is paid before the end of the one-year period following the date of the registration of the tax arrears certificate.	#1
Section 379 (5b) and (15)	No Registration of Notice of Vesting	within one year of after a public sale is conducted at which there is no successful purchaser, the tax arrears certificate with respect to the land shall be deemed to be cancelled	one year after public sale is conducted	Notice of Vesting	#2
Section 380 (3)	Payment into Court - proceeds of sale	after making a payment into court under subsection 380(2) (following sale of land)	within 60 days	copy of a statement to the Public Guardian and Trustee and to the persons to whom the treasurer sent notice under subsection 379(1)	#1

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 388 (2)	Notice of forfeiture registered	if, before January 1, 2003 a notice of forfeiture was registered with respect to any land under section 23 of the Municipal Tax Sales Act, 1984, the land is vested in the municipality upon registration as it read on December 31, 2002, to land in respect of which a tax arrears certificate was registered under the Municipal Affairs Act, being chapter 303 of the Revised Statutes of Ontario, 1980, before January 1, 1985 or a certificate was given under section 433 of the Municipal Act, being chapter 302 of the R.S.O.1980, before January 1, 1985	Before January 1, 2003	Registration of a Notice of forfeiture	#1

PART XII - FEES AND CHARGES

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirements
Section 400 - Regulations	Fees and Charges imposed by a municipality on a person constitute a debt of the person ~ amount owing added to tax roll	Prior to passing a by-law imposing the fees and charges which have priority lien status which are added the tax roll.	none provided	Notice of intent to pass a Bylaw ~ In the manner and form and at the times As prescribed by the Minister	#1

PART XIII - DEBT AND INVESTMENT

Section 402 (1)	Notice of Debt	upon receipt of an application of a municipality to incur a debt	none provided	the OMB may direct the municipality to give Notice of Application to such persons and in such manner as the Board determines	#1 and #3
Section 408	Bylaws re: debentures	When a municipality authorizes long term borrowing by the issue of debentures or through another municipality under section 403 or 404	none provided	To persons with an interest in the debentures.	#1

PART XIV ~ ENFORCEMENT

Section	Subject Matter	When Notice is Required	Time Limits	Type of Notice Required ie) - Public - Reasonable	Notice Requirement s
Section 431	Where Power of Entry exercised	Except with respect to an entry to determine whether a bylaw order or condition to a permit has been complied with or an entry under section 87, 97, 122 or 166 or clause 430(a), (b) or (c)	must provide reasonable notice of the proposed entry	inform occupier of the land by personal service or prepaid mail or by posting the notice on the land in a conspicuous place	#1
Section 432	Closing premises for lack of licence	Upon owner conviction or premises without a licence required by a By-law under this Act, and where court order that the premises or part of the premises be closed (not to exceed two years)	in accordance to court order	Court to notify municipality who passed the licensing By-law	#1
Section 433	Closing premises , Public Nuisance	Notice to the Attorney General....Upon the application of a municipality, where activities or circumstances constitute a public nuisance.... the Superior Court of Justice may make an order...be closed to any use...not to exceed two years .	15 days notice of its intention to make an application	Letter of application	#1
Section 440	Collection of unpaid licensing fines	Whenever any part of a fine for a contravention of a licensing By-law passed under the <i>Municipal Act</i> remains unpaid after the fine becomes due and payable under section 6 of the <i>Provincial Offences Act</i> .	No date specified	Written notice specifying the amount of the fine payable and final date to pay (no less than 21 days after date of Notice)	#1

Date: June 14, 2021

Report To: Mayor & Council

From: Cody Vangel, Chief Building Official & Municipal Planner

Re: Scott Street Temporary Patios

Mayor and Council will recall in 2020 the allowance provided for local restaurants to construct temporary patios adjacent to their existing restaurant facilities including those on Scott Street where two parking stalls were dedicated for the allowance of a temporary patio.

Request has come forth once again from the Flint House on Scott Street to request the use of two parking stalls in front of their facility for a temporary patio. Given that the temporary patio facility will be on Town property it would be recommended that a site-specific licensing agreement be entered into between the Town and Flint House to allow this. This agreement would be in form similar to that of the agreement attached for the Flint House' licensed patio/food truck at the Marina. The fee in the user fee by-law for this agreement would be \$389.30, however, the Planning and Development Executive Committee recommends waiving the fee this year.

AGCO temporary patio extensions

The AGCO is once again authorizing temporary patio extensions until January 1, 2022 subject to the following:

To be eligible for a temporary patio extension under the AGCO's 2021 patio policy you must have a valid "By the Glass" licence, be permitted to open for on-site consumption and must meet the criteria as set out below:

1. *The physical extension of the premises is adjacent to:*
 - a. *the premises to which the licence to sell liquor applies; or*
 - b. *a dock to which the boat is attached and may include land adjacent to the dock; or*
 - c. *the licensed premises under the "By the Glass" licence;*
2. *The municipality in which the premises is situated has indicated it does not object to an extension;*
3. *The licensee is able to demonstrate sufficient control over the physical extension of the premises;*
4. *There is no condition on the licence prohibiting a patio;*
5. *The capacity of any temporary extension, allows for at least 1.11 square metres per person; and*
6. *In the case of "By the Glass" licensees, the sale and service of the wine, beer and/or spirits manufactured by the manufacturer within the physical extension of the premises is primarily aimed at promoting the manufacturer's product and either providing an enhanced tourist experience or fulfilling an educational purpose.*

Further information can be found at the following link: <https://www.agco.ca/alcohol/changes-or-additions-existing-licensed-areas>

Summary

The Planning and Development Executive Committee recommends proceeding with the request subject to the following:

- That a letter of support from the municipality be provided to the applicant to submit to the AGCO
- That a site-specific licensing agreement be entered for the patio extension on Town property and that the agreement fee of \$389.30 be waived, and that mayor and clerk be authorized to execute the agreement on behalf of the corporation.
- That the applicant supply all materials for the patio extension including the concrete barriers to outline the parking stalls.
- That any other applicants along the 200-300 block of Scott Street be subject to the same requirements.

Respectfully submitted.



Cody Vangel

Chief Building Official & Municipal Planner

Council approval of this report will agree with the recommendation of the Planning and Development Executive Committee to approve the request for temporary patio subject to the following:

- That a letter of support from the municipality be provided to the applicant to submit to the AGCO
- That a site-specific licensing agreement be entered for the patio extension on Town property and that the agreement fee of \$389.30 be waived, and that mayor and clerk be authorized to execute the agreement on behalf of the corporation.
- That the applicant supply all materials for the patio extension including the concrete barriers to outline the parking stalls.
- That any other applicants along the 200-300 block of Scott Street be subject to the same requirements.

Report To: Mayor & Council

From: Doug Brown, CAO

SUBJECT: Waiving of Event Rental Fees for the Rainy Lake Market Square to Local Restaurant and Bar Establishments

Background Information

On Friday June 12, 2020, our Province moved to the next stage for restarting the economy and easing of the restrictions put in place to stop the spread of the COVID- 19 outbreak. Under stage 2 our local restaurants and bars can temporarily extend their outdoor patio space. (See attached published Stage 2 information).

General Discussion

In order to provide financial support to our local food service sectors of the community during these unpredictable times, it has been suggested that the Town could consider waving the event fee for the rental of the Rainy Lake square. The established and approved 2020 rental fee is set at \$452.93 (HST extra) per event. Currently, the Rainy Lake Square is booked through the Community Services division in conjunction with Tannis Drysdale, our ED consultant. The local food establishments would still be required to book the facility as in the past. Additionally, they will be required to implement practices to keep their customers safe in accordance with provincial regulations and guidelines. Also see attached a copy of the administration report outlining the rental terms and conditions for the Rainy Lake Square area, which was approved by Council back in March of 2018.

Currently, only the Flint House Restaurant would be in a position to offer liquor sales at the Rainy Lake square, as the Rainy Lake Square is considered a temporary extension of their outdoor patio due to its close proximity to the restaurant location (across Scott Street). Also, the provincial government through the Alcohol and Gaming Commission of Ontario has suspended the issuance of off-site (catering) Special Occasion Permit (SOP) for the foreseeable future. However, all local food service establishments could use the Rainy Lake Square facility to host non-alcohol special culinary events.

Currently, administration doesn't have the authority to waive established rental fees for the Rainy Lake square facility. This is a Council decision.

This report is prepared to ensure Council reviews and considers waiving the rental fees for the Rainy Lake Market Square for local food service establishments during the coronavirus times.



Doug Brown, CAO



REPORT

TO: Mayor Avis & Council
FROM: Jason Kabel, Community Services Division Manager
DATE: March 16, 2018
RE: Rainy Lake Square Recommendations

Preamble

At the March 12, 2018 regular meeting of Council, the attached report from Tannis Drysdale, RRFDC Economic Development Consultant was referred to the Community Services Executive Committee with input from the Planning & Development Executive Committee.

The report contains 4 recommendations in each of the following areas: Venue Reservations, Use of the Rainy Lake Square, Liquor Service, Smoking and as well a list of planned programming for 2018.

Below are the recommendations being proposed by RRFDC for consideration:

- 1) **Venue Reservations** - *The Rainy Lake Square will be reserved through the Memorial Sports Centre facility reservation system. The BIA and Economic Development office will have access to the system. The economic development office will assist with bookings, encouraging utilization by the community.*
- 2) **Use of the Rainy Lake Square** - *Council should allow all usage options for the first season of operation and revisit in early 2019 based on experience. Recommendation to develop a fee for uses C and D based on fees for the Memorial Sports Centre Auditorium at \$427.20 + HST for residents of Fort Frances; \$534.00 + HST for non-residents.*
- 3) **Liquor Service** - *Recommendation is to allow bar and restaurant businesses with Catering Endorsements to sell alcohol at events at the Rainy Lake Square.*
 1. *The Rainy Lake Square will not be staffed in the evenings.*
 2. *Allowing alcohol service from a Special Occasion Permit set-up will be competitive with businesses. The Rainy Lake Square is meant to encourage and grow local business. Allowing Catering Endorsement alcohol sales will support bar and restaurant businesses while allowing full service events.*
- 4) **Smoking** - *Recommendation is that smoking be prohibited in the Rainy Lake Square facility.*

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "J. Kabel".

Jason Kabel

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to endorse the following:

Council approval of this report will endorse the following guidelines for the operations of the Rainy Lake Square for the 2018 season on a trial basis and that these guidelines be assessed at the end of season prior to finalizing the 2019 user fees:

1. The Community Services Division Manager, or designate, be part of the RLS operational committee to ensure the present booking practices are adhered to and to provide input as required.
2. RLS bookings will be processed at the Memorial Sports Centre through the existing ActiveNet booking system. The BIA and RRFDC will have access to view the calendar of bookings.
3. There will not be charges to book the RLS for the following uses:
 - A) Casual use – no reservation (e.g. birthday parties and gatherings where the facility remains open to the public)
 - B) Non-profit – by reservation (e.g. fenced in ticketed events for community groups & charities)
4. User Fees will be set at \$433.60 +HST (resident) & \$542.00 +HST (non-resident) per event for the following usage:
 - A) Private events fenced in – by reservation – Invitation only – No public – not ticketed (e.g. weddings, social gatherings)
 - B) For profit – by reservation (e.g. trade shows, car shows)
5. Alcohol - RLS events involving the serving of alcohol will only utilize the catering endorsement method as prescribed by the Ontario Liquor License Act (Alcohol and Gaming Commission of Ontario). This will encourage the growth and retention of local businesses in the community. No alcohol will be served past 11:00 pm. The Town is the process of amending its alcohol policy where these terms will be considered prior to finalizing the revised alcohol policy. Also, all applicable terms and conditions outlined in the Town's existing alcohol policy will be adhered too.
6. Smoking at the Rainy Lake Square will be prohibited with an update to the existing municipal bylaw.

Restaurants & Bars

Restaurants, bars, food trucks and other food and drink establishments (e.g., wineries, breweries and distilleries) can open for dining in outdoor areas only, such as patios, curbside, parking lots and adjacent premises.

- Establishments must take appropriate measures to ensure physical distancing of at least two metres between patrons from different households, including:
 - Using reservations.
 - Limiting number of patrons allowed in the outdoor space at one time.
 - Ensuring enough space between tables, including to allow for movement.
- Access to indoor facilities is limited to patio/outdoor dining area access, food pickup, payment, washrooms or other health and safety purposes.
- Liquor sales licensees who wish to temporarily extend the physical size of their existing licensed patio, or temporarily add a new licensed patio within the approved period are authorized to do so, if all the following criteria are met:
 - The physical extension of the premises is adjacent to the premises to which the licence to sell liquor applies.
 - The municipality in which the premises is situated does not object to an extension.
 - The licensee is able to demonstrate sufficient control over the physical extension of the premises.
 - There is no condition on the liquor sales licence prohibiting a patio.

KEEP CUSTOMERS SAFE



Practice physical distancing



Increase cleaning of frequently touched surfaces



Wear PPE at all times, at minimum an appropriate face covering



Wash your hands frequently and practice good hygiene



Get tested if you are worried you have or have been exposed to COVID-19

Food services in any workplace setting are strongly advised to review and adopt workplace guidance for [restaurants and bars](#). This includes food courts, food services on television, film and photography sets, and food services as part of tours. Workplaces are strongly recommended to review and adopt guidelines to keep employees and customers safe.

Food Services Vehicle Agreement/License of Premises

DRAFT REV. 4

THIS AGREEMENT ("Agreement") made this ** day of *****, *****, by and between

The Corporation of the Town of Fort Frances,
a company incorporated under the laws of the Province of Ontario,

("Licensor")

-and-

1930709 Ontario Inc.
a company incorporated under the laws of The Province of Ontario.

("Licensee"),

WHEREAS the Licensor, The Corporation of the Town of Fort Frances is the owner of the premises known as the Sorting Gap Marina ("Marina") located at 1101 Front Street, Fort Frances, ON;

AND WHEREAS The Licensee, 1930709 Ontario Inc., operates a food services vehicle, also known as a "food truck", possesses a current license to do so from the municipality and wishes to Operate it's food truck at the Marina.

WITNESSETH: That for and in consideration of the mutual promises and subject to the terms and conditions set forth herein, Licensor hereby grants to Licensee the right and licence to install, maintain and operate, in accordance with the provisions hereinafter set forth, a food service vehicle and restaurant patio ("Food Service Vehicle"), on a portion of those premises commonly known as The Sorting Gap Marina, which premises are owned by the Licensor. Licensor and Licensee acknowledge and agree that Licensee shall have the right to exercise its rights contained herein,

1. Term

The Licensee may operate on the Licensed Premises up to October 15th of the year of the execution of this Agreement.

After October 15th the Licensor may at its sole discretion grant permission to the Licensee to operate the Food Services Vehicle. Such permission, if given will be granted in writing. Further, the Licensor shall have the authority to give such permission and to withdraw such permission based on changing conditions. The decision of whether to allow operations to occur will be made at the sole discretion of the Licensor.

2. Location

The Licence granted under this Agreement shall apply with respect only to the Marina.

3. Payments

Commencing on the date on which the Food Service Vehicle opens for business the Licensee shall pay to Licensor throughout the Initial Term as license fees ("Licence Fees") the amount of \$1.00 per year, payable in advance.

4. Use and Occupancy

Licensee shall have the right to use and occupy approximately one thousand (1000) square feet located behind the Marina building on the Southeasterly portion of the Shevlin Wood Yard ("Licensed Location") as shown outlined in red on Schedule "A". Licensee shall have the right to use the Licensed Location only for the purposes of operating a Food Service Vehicle and restaurant patio and for no other purpose. Any solicitation of customers shall be done in a professional and courteous manner. The Licensee shall not operate the Food Service Vehicle in any location other than the Licensed Location without first obtaining the written consent of the Licenser, which consent may be unreasonably withheld.

The Licensee and the Licenser acknowledge and agree that the Licensee shall have the right to exercise its rights contained herein subject to and subordinate to the provisions of a lease that will be granted by the Licenser to a third party for the operation of a Marina at or near the Licensed Location and, its employees and/or agents shall not do or fail to do anything in or at the Licensed Location which would interfere with the operation of the Marina. Licenser may, from time to time, give Licensee notice of any act or omission by Licensee, its employees or agents that is, would or could interfere with the operation of the Marina at or near the Licensed Location. Upon Licensee's receipt of notice, Licensee, its employees and/or agents shall promptly cease and refrain from doing at all future times any and everything that Licenser advises Licensee is, would or could interfere with the operation of the Marina.

Licensee shall maintain and conduct its operations in a first class and proper manner. Licensee's use of the Licensed Location shall be subject to such reasonable limitations and restrictions as Licenser may, from time to time, impose (including hours of operation during which the Food Service Vehicle and/or the Marina are open to the public); provided, however, that such restrictions and limitations shall not unreasonably interfere with or hinder Licensee's operations at the Licensed Location. Except in the case of an emergency, Licensee's personnel shall not block or unduly restrict access to the Marina.

5. Licensee's Employees

All persons employed by Licensee in or about or in connection with the operation of the Licensed location shall be Licensee's employees for all purposes. Licensee shall, at its own cost and expense, maintain worker's compensation coverage, unemployment compensation coverage and any other coverages which may be required by law or by paragraph 9 herein below with respect to Licensee's employees.

Licensee's employees and invitees shall be entitled to use toilets, "break-rooms" and other similar facilities provided by Licenser subject to any rules and regulations promulgated by Licenser. Licensee's employees while working at the Licensed Location, shall not be entitled to use toilets, "break-rooms" and other similar facilities provided by Licenser at the Marina.

6. Improvements, Additions, and Signs

Licensee, at its sole cost and expense, shall construct and furnish all fixtures, equipment and furnishings (including but not limited to fenced boundaries) which it deems necessary or desirable for its operations at the Licensed Location and shall pay for all costs of modification of the existing Licensed Location or the installation of its fixtures, equipment and furnishings. Licensee shall comply with all applicable laws, orders and regulations of federal, provincial and municipal authorities and with any direction given by a public officer pursuant to law and with all regulations of any fire underwriters association having jurisdiction. Licensee shall not make any modification nor shall it attach any fixtures or equipment to the Marina utilities without Licenser's prior written approval. Licensee shall submit plans and specifications in reasonable detail (including, without limitation, electrical and mechanical systems, design, colour and proposed materials) of the proposed fixtures, equipment and furnishings to Licenser for written approval prior to doing any work. Licensee shall obtain or cause to be obtained all building permits, licenses, temporary and permanent certificates of occupancy and other governmental approvals which may be required in

connection with the Licensed Location. Subject to Licensor's prior written consent, Licensee may place a sign identifying its operation in the Marina window (provided the Marina Lease and applicable law permits such sign). Exterior signs shall be subject to any restrictions imposed on Licensor and applicable law and to the prior written consent of Licensor. Any work done pursuant to this article shall be at times which are agreeable to Licensor. Licensor may require the Licensee to temporarily cease carrying on the whole or part of the work, and the Licensee agrees to immediately cease work, provided that Licensor prescribes a time or times during which such work may be continued by the Licensee.

7. Maintenance and Repair

Licensee, at its sole cost and expense, shall take care of and maintain the Licensed Location in good order and repair. Licensor may, at its sole cost and expense, take care of and maintain or cause to be maintained, such portions of the Marina other than the Licensed Location as may affect the Licensed Location, including without limitation, plumbing, electrical equipment (except any equipment in the Licensed Location and any equipment installed by Licensee), and all other structural portions of the Marina; provided however, that the preceding shall not obligate the Licensor to undertake such maintenance on behalf of the Licensee. Licensor and its contractors shall be granted access during normal business hours to enter the Licensed Location for the purpose of servicing, maintaining and otherwise performing service in connection with the Marina; provided, however, that they shall in no event disrupt Licensor's business.

The Licensee shall at its own cost and expense at all times during the currency of this Agreement, keep the Licensed Location in a neat, safe and tidy condition, removing or causing to be removed therefrom all papers, refuse, litter, waste or rubbish arising out of the operations of the Licensee all to the satisfaction of the Licensor at its sole and absolute discretion. The Licensee shall be solely responsible for waste removal on the Licensed Location.

8. Services, Utilities, Accessibility, and Public Toilets

Licensee shall be solely responsible for providing all utilities and services required at the Licensed Location at its sole and absolute expense, including but not limited to electrical and water services. At no time during the course of the term or any renewal thereof shall the Licensee be permitted to use Marina utilities.

~~Licensee agrees to furnish or cause to be furnished to the public during the term hereof portable restroom facilities which shall comply with all applicable laws, orders, and regulations of federal, provincial, and municipal authorities and with any direction given by a public officer pursuant to law.~~

Licensee shall be solely responsible for compliance with the provisions of the Accessibility for *Ontarians with Disabilities Act, 2001, S.O. 2001, c. 32* as may be amended as well as its accompanying regulations (together the "Accessibility Act"); shall be responsible at its sole cost and expense for rendering the Licensed Location in compliance therewith; and, Licensee shall indemnify and hold harmless Licensor, its employees and agents from any and all claims, causes of action, damages, expenses and liability, including reasonable legal fees, sustained or incurred by any persons which are based upon or arise out a violation of the *Accessibility Act* at the Licensed Location.

9. Insurance

Licensee shall also keep in force during the term of this Agreement:

(a) Commercial General Liability Insurance

Commercial General Liability insurance satisfactory to the Licensor and underwritten by an insurer licensed to conduct business in the Province of Ontario. The policy shall provide coverage for Bodily Injury, Property Damage and Personal Injury and shall include but not be limited to:

- i. A limit of liability of not less than \$5,000,000.00/occurrence with an aggregate of not less than \$5,000,000.00;
- ii. The Town of Fort Frances shall be listed as an additional insured with respect to the operations of the Named Insured;
- iii. The policy shall contain a provision for cross liability and severability of interest in respect of the Named Insured;
- iv. Non-owned automobile coverage with a limit not less than \$2,000,000.00 and shall include contractual non-owned coverage (SEF 96);
- v. Products and completed operations coverage;
- vi. Broad Form Property Damage;
- vii. Contractual Liability;
- viii. The policy shall provide 30 days prior notice of cancellation; and,
- ix. Host Liquor Liability

(b) Automobile Insurance

Standard Form Automobile Liability Insurance that complies with all requirements of the current legislation of the Province of Ontario having an inclusive limit of not less than \$2,000,000.00 per occurrence for Third Party Liability, in respect of the use or operation of vehicles owned, operated or leased by the Licensee.

(c) Property Insurance

Property Insurance for any property being brought onto municipal property owned by the Licensee.

(d) Primary Coverage Insurance

The proponent's insurance shall be primary coverage and not additional to and shall not seek contribution from any other insurance policies available to the municipality.

Licensors shall be named as a named additional insured in any policy of insurance required to be carried hereunder and shall receive thirty (30) days' notice of cancellation of any such insurance policy. Licensee shall furnish Licensors with a copy of the insurance policy or certificate evidencing such coverage upon request and/or within ten (10) days prior to the Rent Commencement Date.

Licensee shall, at its own cost and expense, comply with all regulations or orders of any insurance company of companies relating to its operation.

10. Indemnification

Licensee shall indemnify and hold harmless Licensors, its employees and agents from any and all claims, causes of action, damages, expenses and liability, including reasonable legal fees, sustained or incurred by any persons which are based upon or arise out of illness or injury, including death of any person or property damage to any property, and which arise from or in any manner grow out of any act or omission of Licensee, its agents, partners, independent contractors, or employees. Licensee shall immediately respond and assume the investigation, defense and expense of all claims and causes of action arising out of or in connection with such occurrences. Licensors may, at its sole cost and expense, join in such defense with counsel of its choice.

The Licensee hereby waives all rights of recovery against Licensors, its agents, customers and employees for damage or destruction to its goods, fixtures and equipment arising out of fire, water damage or other casualty whether or not caused by the acts or negligence of Licensors, its agents, customers and employees excepting only the gross negligence thereof.

11. Default

If Licensee fails to pay the Licence Fees, or any other charge provided for hereunder when the same is due, and the same shall not be paid after ten (10) days, or if Licensee breaches any other covenant of this Agreement and

fails to remedy same within twenty (20) days after written notice of such breach, or as to matters which cannot be remedied in twenty (20) days fails to commence efforts to remedy such default within such twenty (20) day period and thereafter diligently to prosecute such efforts, Licensor may, in addition to any other rights it may have under this Agreement, declare this Agreement terminated and Licensee shall thereupon promptly vacate the Licensed Location, delivering same to Licensor in the condition set forth in paragraph 13 below, and if Licensee fails to do so, it shall be liable to Licensor for Licensor's cost of doing same. Anything in this Agreement to the contrary, notwithstanding if Licensee shall become insolvent, bankrupt or make an assignment for the benefit of creditors, or if Licensee or its interest hereunder shall be levied upon or sold under execution of other legal process, Licensor may immediately terminate this Agreement without notice and all Licence Fees in arrears, together with the next three (3) month's Licence Fees shall immediately become due and payable. In addition to all other rights and remedies available to Licensor pursuant to this paragraph and all other sums due or payable to Licensor hereunder, if this Agreement shall be terminated as provided herein due to the default(s) of Licensee, then Licensor shall be entitled to receive and Licensee shall be obligated to pay to Licensor promptly upon the termination of this Agreement, as liquidated damages and not as a fine or penalty, an amount equal to all sums due or that were to become due and payable to Licensor pursuant to paragraph 3 above through and including the regularly scheduled expiration date of this Agreement discounted to present value at a discount rate of six (6%) percent per annum.

12. Termination

Either Licensor or Licensee may terminate this Agreement upon thirty (15) days written notice to the other.

13. Possession Upon Termination

Upon any termination of this Agreement, whether at the end of the Term or otherwise, Licensee shall remove all its leasehold improvements and trade fixtures, make good any damage caused by such removal, and surrender peaceful possession of the Licensed Location in as good condition as it received the same.

14. Damage to Premises

If, by fire or other casualty, the Licensed Location is destroyed or damaged to the extent that Licensee is deprived of occupancy or use of the same, Licensor agrees to notify Licensee as to whether it or the Licensor has decided to repair the damage or destruction resulting from any casualty as soon as possible. If Licensor elects to repair such damage or destruction, Licensor shall proceed with due diligence to restore the Marina. If the Marina is repaired, Licensee shall proceed with due diligence to restore the Licensed Location to substantially the same condition as existed before such damage or destruction, and the sums payable hereunder with regard to such Licensed Location shall be abated until Licensor's restoration and/or restoration by the Licensor is completed. If Licensor notifies Licensee that Licensor has decided not to repair such damage or destruction, this Agreement shall be terminated. Nothing herein contained shall obligate Licensor to undertake any repair and/or restoration obligations.

15. Assignment

This Agreement may not be assigned or sublicensed without the written permission of Licensor which permission may be arbitrarily or unreasonably withheld. In any event, Licensee shall at all times remain liable hereunder. This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective permitted successors and assigns.

16. Remodelling of Marina

Licensee recognizes that Licensor may, from time to time, wish to remodel or rearrange the Marina and the surrounding lands, or to conduct environmental testing at (hereinafter collectively referred to as "Remodel") the Marina and the surrounding lands. In the event that the Remodel affects the Licensed Location, Licensor agrees to discuss with Licensee the Remodel to determine if the Food Service Vehicle can be moved to another location mutually satisfactory to Licensee and Licensor within the Marina. If Licensee or Licensor does not agree on the new

location within thirty (30) days of Licensor's proposal, this Agreement shall terminate effective on the date which is two (2) weeks prior to Licensor's scheduled date for commencement of the Remodel.

17. Security

Licensee acknowledges that (a) Licensor is not an insurer of the Licensed Location; (b) Licensor does not undertake to provide any security for the Licensed Location; and (c) that it shall be Licensee's obligation to provide security for Licensee's facilities.

18. Entire Agreement

The Parties hereto agree that this Agreement sets forth all the promises, agreements and understandings between them with respect to the right and license to install, operate and maintain the Food Service Vehicle. There are no promises, agreements or understandings, either oral or written, between them regarding such matters other than as is set forth herein. It is further agreed that any amendment or modification to this Agreement shall not be binding unless such amendment or modification is reduced to writing and signed by both parties.

19. Captions

The captions of the several sections of this Agreement are not part of the text hereof and shall be ignored in construing this Agreement. They are intended only as aids in locating various provisions hereof.

20. Severability

Each provision contained in this Agreement shall be independent and severable from all other provisions contained herein, and the invalidity of any such provisions shall in no way affect the enforceability of the other provisions.

21. Governing Law

This Agreement shall be governed and controlled by the laws of the Province of Ontario.

22. Binding Effect

This Agreement shall be binding upon and shall enure to the benefit of Licensor and Licensee, their successors and permitted assignees.

23. Notices

All notices and communications hereunder shall be in writing and signed by a duly authorized representative of the party making the same. All notices shall be deemed effective when delivered personally or when deposited in Canada by registered mail, return receipt requested, postage prepaid, addressed as follows:

- (a) If to Licensor, then in duplicate to: The Corporation of the Town of Fort Frances
320 Portage Avenue, Fort Frances, ON P9A 3P9
- (b) If to Licensee, then to: Stacey Cridland
1930709 Ontario Inc.
232 Scott Street, Fort Frances, ON P9A 1G7

The names and addresses for the purpose of this paragraph may be changed by giving notice of such change in the manner herein provided for giving notice. Unless and until such written notice of change of address is actually received, the most recent name and address applicable under this Agreement may be used for all purposes hereunder.

24. Force Majeure

The performance of a party (except for payment of monies) shall be excused during the period and to the extent that such performance is rendered impossible, impractical or unduly burdensome due to acts of God, strikes, lockouts, or labour difficulty, unavailability of parts through normal supply sources, failure of any utility to supply its services for reasons beyond a party's control, explosion, sabotage, accident, riot or civil commotion, act of war, fire or other casualty, or any other cause beyond the reasonable control of the party whose performance is to be excused.

[Signatures to Follow]

IN WITNESS WHEREOF the parties hereto have caused duplicate counterparts of this Agreement to be duly executed and delivered on or as of the date first set forth at the beginning of this Agreement.

1930709 Ontario Inc.

per _____

Name:

Title:

per _____

Name:

Title:

We have the authority to bind the corporation

The Corporation of the Town of Fort Frances

per _____

Name: J. Caul,

Title: Mayor

per _____

Name: E. Slomke,

Title: Town Clerk

We have authority to bind the Municipality

Date: June 14, 2021

Report To: Mayor & Council

From: Cody Vangel, Chief Building Official & Municipal Planner

Re: Front Street Extension Westerly

Bill Naturkach has written to Mayor and Council regarding the possibility of extending Front Street Westerly, along with outlining a number of considerations that should be taken into account.

Front Street & LaVerendrye Parkway Extension - Westerly

The Town, RRFD and the current property owners will be working on a planning exercise jointly for the associated property. The request for proposals detailing the search for a consultant to assist with the project has been attached for information. Some of the points may be brought forward for consideration throughout the planning process, however, the Town should remain cautious in the sense that the property is still privately owned and that there may be risk involved with obtaining some of these lands.

Research of original title and government decisions

It is unclear to what benefit the Town would receive from such a search. However, if this were an initiative the Committee felt strongly on, this may be something that can be incorporated into the 2022 capital budget as it would be expected that significant legal fees would be incurred for an uncertain return.

Reacquisition of Streets

Through discussions with the Operations and Facilities division there is little interest to reacquire these “assets” due to the known condition and age of them. The capital required to rehabilitate these would be significant, especially with little known about the future plans of the lands. However, in the event that a private developer wished to subdivide the lands for future development this would likely entail the installation of new infrastructure to service the lands which could be upgraded and installed at the cost of the developer.

Engineering and planning/zoning review

Some of this initiative will be completed through the upcoming planning exercise related to the property.

Town’s relationship with the current property owner

A good working relationship with the property owner is certainly crucial. It is understood that the Town has expropriation rights, however, working with property owners is priority number one.

Future of Bridge

Outreach has been made by the Town of Fort Frances to other levels of government on the future of the international bridge.

Many of the concerns/topics noted by Mr. Naturkach can be addressed/considered through the planning exercise with the mill property owners. Administration will bring forward these comments during the mill planning exercise and advocate for active transportation.

The Planning and Development Executive Committee considered this matter at their June 7, 2021 session where it was recommended to bring forth these considerations during the mill planning exercise and to receive the letter from Mr. Naturkach with thanks.

Respectfully submitted.

A handwritten signature in black ink, appearing to read 'Cody Vangel', with a stylized, flowing script.

Cody Vangel
Chief Building Official & Municipal Planner

Council approval of this report will agree with the recommendation of the Planning and Development Executive Committee to bring forth these considerations during the mill planning exercise and to receive the letter from Mr. Naturkach with thanks.

To: Mayor and Council of the Town of Fort Frances,
Letter to the Editor – Fort Frances Times
et al.

Re: **Extending Front Street Westerly**, and LaVerendrye Parkway, from Victoria Ave. to Central Ave., and possibly to the Fort Frances Cemetery.

While I submitted my views and thoughts of extending LaVerendrye Parkway's walking and bicycle paths easterly and northerly and ultimately to the Couchiching Band Office a few years ago, apparently to no avail, I still believe it a viable and desirable asset to both communities. I now wish to submit my views and thoughts on a westerly, viable and desirable asset.

The current mill site owners are immersed in a massive demolition undertaking, all well and good we hope and assume. However, there should be a planning process prepared for when their current demolition undertaking is said and done, namely the natural westerly extension of Front St. and LaVerendrye Parkway along the riverbank's edge. Current Google satellite imagery can be viewed showing that on most of the river's edge, at least from Victoria Ave. to Central Ave. there is already a road of sorts, albeit for past mill operations purposes only. From Central Ave./Church St. northerly, actual mill infrastructure currently sits on the immediate shoreline, but is in process of demolition. From the Power Station at Central Ave. and Third St. W., westerly, once again, a road of sorts is present, or can be visualized, extending to the Fort Frances Cemetery.

It would appear that a timely review is now required, if not already contemplated, and options considered for pursuit, or not.

Some of the issues would appear to be:

1. When the paper mill company first contemplated its existence, governments of the day were eager to assist and encourage the plan. The exact extent of what they brought to the table is unknown to me, other than the obvious 1905 Power Agreement, from the town's point of view. A thorough and proper research of original title and government decisions should be undertaken as it may be highly informative. But the concept of a 'land and rights deal' comes to a reasonable mind for the encouragement and assistance for such an exciting mill proposal, and if so, it is possible that

certain lands and rights were given in exchange for the private sector developer to proceed. So, given today's status of the property, it begs the questions around the concept, if there was such a granting, and considering that a functional mill is no longer there, nor can be by virtue of new title restrictions imposed by Resolute, that a reversion of such lands and rights should now appropriately be reviewed. On this point however, it is likely that only the original footprint of the original mill would be the subject of such a review. The many subsequent land acquisitions over the many years would likely be all normal commercial transactions only, without similar re-acquisition rights to be considered.

2. Additionally, post original construction, there were many varied street closures granted by the Town for the various operational expansion needs of the mill – and these closures should also be now reviewed for similar re-acquisition. Closed portions of Central Ave., Church St., Mowat Ave., and Sinclair St. come to mind – these closed streets formed an integral part of the municipal lay-out providing services and access to the varied pieces of adjacent private lands. These 'adjacent private lands' are about to be re-introduced post demolition.
3. An engineering and planning/zoning review of the adjacent river's edge roads and lands needs to be undertaken for the benefit of over-all community planning needs, including remaining mill lands. The alternative of no planning creates an unpleasant vision of uncontrolled and haphazard development in our future.
4. The Town's relationship with the current property owner is also crucial, and whatever it is, fruitful dialogue can be pursued and or hoped for, or not. The town has powerful expropriation rights at its disposal, and while it may not be preferred, it is a tool that should be considered to ensure the proper development of the community's interests on behalf of its citizens.
5. And the last issue, but not the least, is a future vision for the International Bridge (and Canada/USA Customs) requirements. As the initial purpose of the bridge included the means to deliver paper mill products to the U.S. market (which is now redundant), its future, non-the-less, requires its inclusion as part of the aforementioned issues. While I was Town

Administrator, I recall being tasked to write a report on the possibility of the Town acquiring bridge ownership – the report was done but the consideration of sale was withdrawn. The list of interested parties that would have needed to be consulted was extensive.

In conclusion, please envision the shoreline landscape pre mill, and now if you can, envision the same shoreline landscape in a few years from now. Imagine the possibilities – does the phrase ‘boundless’ come to mind?

Bill Naturkach, Fort Frances.

April 24, 2021.

Rainy River Future Development Corporation (RRFDC)

REQUEST FOR PROPOSALS

CONSULTING SERVICES

1. BACKGROUND ON THE MILL PROPERTY

For nearly a century, the Town of Fort Frances and surrounding regions has been largely dependent economically on the pulp and paper mill in Fort Frances. In the 1980's the operation employed 1,500 people working directly at the mill or indirectly harvesting and hauling in the surrounding woodlands. The paper mill properties were also responsible for approximately \$2 million in municipal taxation.

The mill ceased operations in 2014 and the properties upon which it operated are currently in the process of redevelopment as part of economic revitalization efforts in Fort Frances and across the Rainy River District.

2. BACKGROUND ON FORT FRANCES / AAZHOGAN RENEWAL PLANNING COMMITTEE

2670568 Ontario Ltd. acquired the former Fort Frances mill properties in July 2019 and remain the owners of the property today. 2670568 and Rainy River First Nations (RRFN) have subsequently formed a joint venture with the intent to collaboratively redevelop the mill properties. Ziibi Anishinaabe Investments Inc. is the operating entity assigned by RRFN to act on their behalf for this redevelopment work. The joint venture operates as Aazhogan Renewal.

In June 2020, Aazhogan Renewal and the Town of Fort Frances agreed to work together to address anticipated planning and development requirements associated with the mill properties, most notably with amendments that may be required with the Town of Fort Frances Official Plan and the ambitions of Aazhogan Renewal. The Town of Fort Frances and Aazhogan Renewal agreed to work together through a newly formed Fort Frances / Aazhogan Renewal Planning Committee ("the Committee").

The Committee is an advisory committee with no official authorities. The Committee was established to undertake this Project.

The Committee is comprised of one representative from each of the following four organizations:

- 2670568 Ontario Ltd.
- Ziibi Anishinaabe Investments Inc.
- Town of Fort Frances
- Rainy River Future Development Corporation

RRFDC represents the economic development interests of the Rainy River District municipalities including Alberton, Dawson, LaVallee, Emo, Lake of the Woods, Chapple, and Rainy River.

3. THE SERVICES

RRFNDC seeks to retain, through this Request for Proposals (RFP), a community planning consulting firm with experience in urban design, economic development and land use planning in Ontario to conduct a Project at the direction of the Committee in support of its mandate.

The consultant team will include professional planners, a landscape architect, economic analysis and engineering professionals.

The successful firm will be required to travel to the Town of Fort Frances to meet with Aazhogan Renewal and then the Committee to conduct consultations.

4. PROJECT PURPOSE

The purpose of this Project is to develop recommendations for amending Town planning documents relevant to ongoing renewal efforts within the Town limits.

There are three main stages required to achieve this purpose are as follows:

- Supporting Aazhogan Renewal in identifying the highest and best uses related to ongoing renewal efforts at the former mill properties.
- Identifying key constraints to pursuing these highest and best uses, with an emphasis on zoning and other regulatory challenges.
- Developing recommendations for amending Town planning documents to provide maximum flexibility and impact for ongoing renewal efforts within the Town limits.

5. PROJECT ACTIVITIES

There will be five main activities involved in the Project:

- Document Review and Situational Analysis, including but not limited to the following:
 - Background reports and conceptual designs previously completed for the property re-development.
 - Recent planning studies conducted in Fort Frances on key properties;
 - The current Fort Frances Official Plan;
 - Ownership profile for all Aazhogan Renewal lands and buildings in Fort Frances.
- Conduct in-person engagement sessions with representatives of Aazhogan Renewal to discuss highest and best use of the former mill properties.
- Conduct in-person engagement sessions with Committee members.
- Conduct in-person engagement sessions with Town of Fort Frances staff.
- Identify appropriate channels for public engagement, if any, related to this Project.

6. PROJECT DELIVERABLES

The Consultant will be responsible for providing the following key deliverables:

- Develop a situational analysis for the Committee summarizing the relevant circumstances related to this Project.
- Provide recommendations to Aazhogan Renewal on the highest and best use-based outcomes for the property, inclusive of a conceptual master plan.
- Provide recommendations to the Committee for amending Town planning documents relevant to ongoing renewal efforts within the Town limits.
- Provide a final presentation to the Town of Fort Frances on key initiatives resulting from the engagement.

7. TIMING

The Project must be completed by Dec. 31, 2021. As time is of the essence, proposals indicate proposed timeframes, which will be considered in the evaluation.

8. PRICE QUOTATION

Provide a detailed budget estimate of total fees, including retainer fees, expenses and per diem rates. No additional fees will be paid to Consultant for administration or management of Consultant services.

9. PROJECT PROPOSAL

The Proposal shall contain at least, but is not limited to, the following:

- a. An introduction explaining the methodological approach that will be used in delivering the services.
- b. Names, qualifications, and experience of staff and sub-contractors to be assigned to the project.
- c. Maximum total cost of program services broken down by coordinator and sub-contractors, with anticipated expenses, disbursements, payment schedule and conditions listed separately.
- d. Per Diem rates for key personnel involved in the assignment and an estimate of the number of days that such personnel would spend on the assignment and in the project area.
- e. The Consultant will maintain a project diary in which activities such as significant contacts, telephone calls, correspondence, instructions, meetings, discussions, negotiations, product development, time and expenses incurred in connection with the performance of the projects are recorded.
- f. At least two (2) references for projects of a similar scope.
- g. A draft Contract of Engagement.
- h. Certificate of Insurance (\$2,000,000)

10. MONITORING

The RRFDC recognizes that only through continuous contact will the Consultant achieve optimum performance. The Consultant is therefore required to submit a brief monthly written activity summary report as outlined above.

11. CONTRACT

The Consultant shall enter into a contract with the Rainy River Future Development Corporation (RRFDC). The contract shall indicate that services to be provided shall be performed to the satisfaction of the RRFDC and its funding partners, according to the Terms of Reference, and for the amount agreed upon by the parties.

The contract shall also indicate that no additional money shall be paid to the Consultant for any additional work for which prior authorization has not been given in writing.

12. CONTRACT CHANGES

The contract may be revised during the program if agreed upon in writing by both parties. Any change would include an assessment of the impact of the proposed change on target dates and costs.

13. CONDITIONS

This project is conditional upon approval of Ontario government funding satisfactory to RRFDC.

Mail hard copies of proposals to:

Geoff Gillon
Rainy River Future Development Corporation
601 Mowat Avenue
Fort Frances, Ontario
P9A 1A2

Or e-mail proposals to geoff@rrfdc.on.ca

By 4:00 pm on June 30, 2021

June 9, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request for water service to 11 Highway 11

A letter dated May 13, 2021 was received from Mr. Marc Laatu of Carrel and Partners LLP on behalf of 501801 Ontario Limited requesting a water supply or service for a commercial property located at 11 Highway 11 on the west side of Oakwood Road within the Township of Albertain. The Town received a similar request back in 2013 from the owners of 121 Oakwood Road and subsequently installed sewer and water services into their property in 2017.

The Town included the installation of the services to 121 Oakwood Road in the 2017 Capital Road reconstruction tender to provide the property owners with the most competitive price and it is suggested that the same process be completed for this installation as well.

Presently the Town has the capacity to supply water to this property without any detrimental effects and/or service delivery issues to our present water customers. Administration is of the opinion that Council should consider obtaining additional water customers where feasible if a binding agreement is developed and executed. The property owner wishes, while going through the process, to obtain two easements across Oakwood Road as he also owns property to the south of his main operation and wants to get setup to feed a potential future building with a future water service, this second service would be requested when needed, however it is advantageous to complete both easements at the same time.

The Operations & Facilities Executive Committee recommends the following:

- 1) Allow the request in principle with the understanding that a service agreement is developed at the cost of the property owners of 11 Highway 11 which meets all the terms and conditions of the Town. The service agreement will be brought back to Council for approval prior to any installation of infrastructure taking place.
- 2) That the property owners of 11 Highway 11 will be responsible for all materials, labour & installation costs for both water and sanitary sewer service lines from the Town's water main to their Oakwood Road frontage property line.
- 3) That the property owners of 11 Highway 11 will be responsible for all materials, labour & installation costs for all required building water meters and backflow preventers. Presently all buildings on the property are fed from one central location.
- 4) That 11 Highway 11 is considered a non-residential metered water customer and will be charged the appropriate fees as per the Town's user fee schedule as amended from time to time.
- 5) That the property owners of 11 Highway 11 will be responsible to obtain all necessary approvals for the installation of water lines within the Oakwood Road right-a-way within the Township of Albertain from the Township of Albertain.

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) Allow the request in principle with the understanding that a service agreement is developed at the cost of the property owners of 11 Highway 11 which meets all the terms and conditions of the Town. The service agreement will be brought back to Council for approval prior to any installation of infrastructure taking place.**
- 2) That the property owners of 11 Highway 11 will be responsible for all materials, labour & installation costs for both water and sanitary sewer service lines from the Town's water main to their Oakwood Road frontage property line.**
- 3) That the property owners of 11 Highway 11 will be responsible for all materials, labour & installation costs for all required building water meters and backflow preventers. Presently all buildings on the property are fed from one central location.**
- 4) That 11 Highway 11 is considered a non-residential metered water customer and will be charged the appropriate fees as per the Town's user fee schedule as amended from time to time.**
- 5) That the property owners of 11 Highway 11 will be responsible to obtain all necessary approvals for the installation of water lines within the Oakwood Road right-a-way within the Township of Albertain from the Township of Albertain.**

Manager of Operations and Facilities

2021June9 Request for Water Service to 1735 Kings Highway.docx



May 13, 2021

44697-007 (MWL)

VIA EMAIL to Lisa Slomke (Municipal Clerk): lslomke@fortfrances.ca

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

Attention: Town Council, June Caul (Mayor), & Lisa Slomke (Municipal Clerk)

Dear Sirs and Mesdames,

Re: Application for Water Supply or Service from The Town of Fort Frances (the "Town") to 11 Highway 11/17, Alberton

We are the lawyers for 501801 Ontario Limited ("**Our Client**"). Our Client is the legal or beneficial owner of certain properties located in Alberton, Ontario and fronting on Oakwood Road and/or Highway 11/17, identified as PIN 56021-0439 ("**Property #1**"), PIN 56021-0734 ("**Property #2**"), PIN 56021-0030 ("**Property #3**"), and PIN 56021-0463 ("**Property #4**") (collectively, the "**Alberton Properties**"). Our Client is also the owner of 1735 Kings Highway in Fort Frances, identified as PIN 56020-0086 (the "**Fort Frances Property**"). A copy of the block map outlining the Alberton Properties and Fort Frances Property is attached to this letter.

The Alberton Properties are currently serviced by means of a private well, but Our Client is interested in the prospect of tapping into the Town's municipal water supply, as such a provision would help provide reliable, safe, and sufficient water supply for the years to come.

Accordingly, on behalf of Our Client, we wish to inquire as to the process for requesting an extension of municipal water services from the Fort Frances Property to the Alberton Properties through a water main extending from the Fort Frances Property to Property #1, for the benefit of all the Alberton Properties (the "**Proposed Extension**"). Our Client is willing to pay for the capital costs for installation of the necessary infrastructure and to be charged the same fees as non-resident accounts outside the Town limits.

00632029-2 - 44697007

We believe that the Proposed Extension is in the Town's best interests, as it provides additional revenue to the Town, without incurring the capital cost of installation. Furthermore, the Proposed Extension would be in line with existing agreements the Town has to provide services to properties outside of the Town's limits (e.g., to Couching First Nation Reserve, Rusty Myers Flying Service Ltd, Fort Frances Tribal Area Health Unit, and another nearby property on Oakwood Road.

We note that Our Client is currently in the process of seeking the necessary Official Plan amendment and approvals from the Corporation of the Township of Alberton.

Please contact the undersigned to advise whether the town is interested in the Proposed Extension. You may reach the undersigned directly at 807-346-3001, or by email at laatum@carrel.com.

Yours truly,

CARREL+Partners LLP



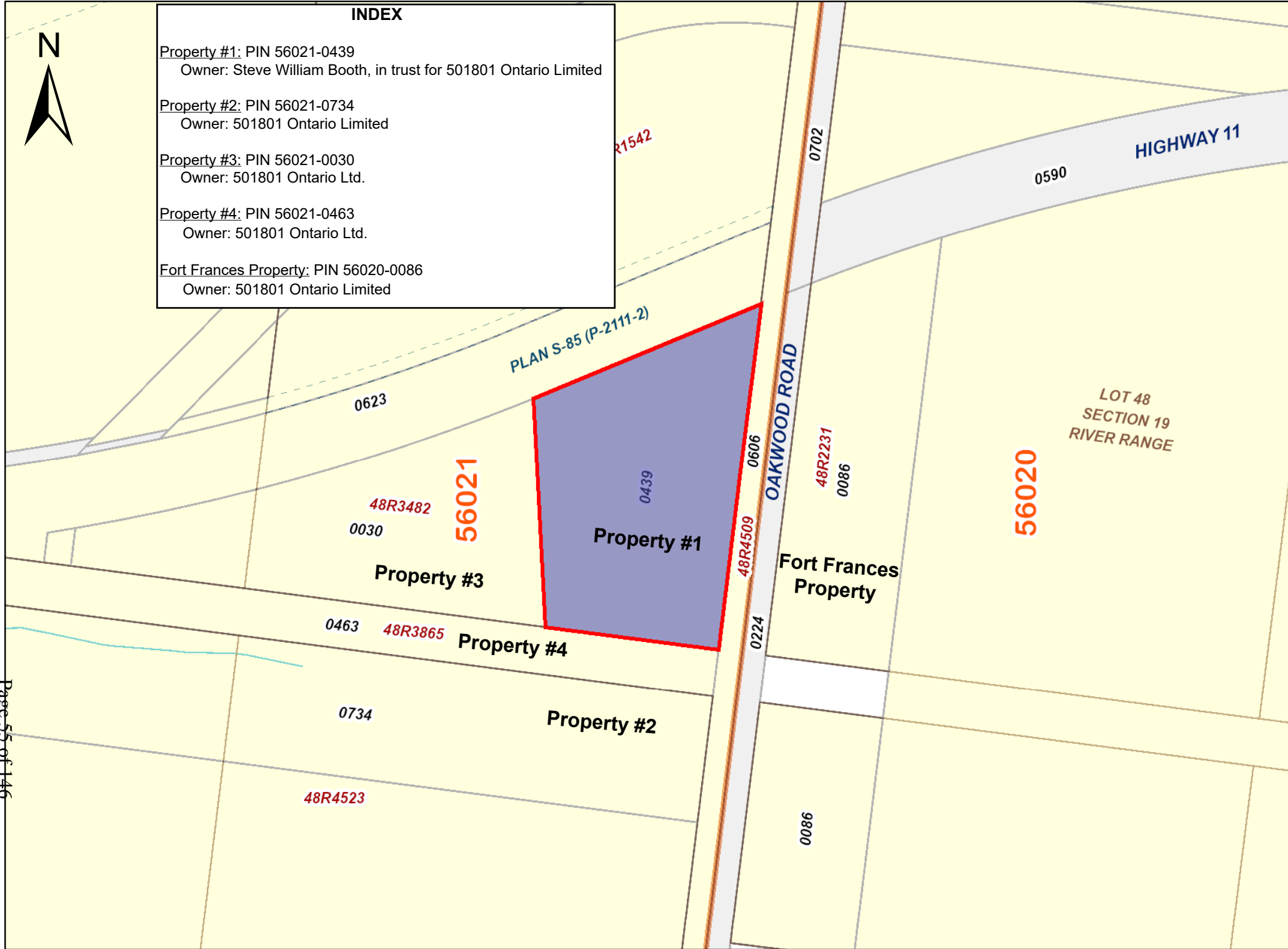
Marc W. Laatu

laatum@carrel.com

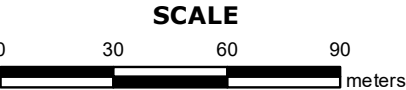
MWL/jk

Encls: Map of Properties

cc. Client



INDEX	
Property #1:	PIN 56021-0439
Owner: Steve William Booth, in trust for 501801 Ontario Limited	
Property #2:	PIN 56021-0734
Owner: 501801 Ontario Limited	
Property #3:	PIN 56021-0030
Owner: 501801 Ontario Ltd.	
Property #4:	PIN 56021-0463
Owner: 501801 Ontario Ltd.	
Fort Frances Property:	PIN 56020-0086
Owner: 501801 Ontario Limited	



PROPERTY INDEX MAP
RAINY RIVER(No. 48)

LEGEND	
FREEHOLD PROPERTY	
LEASEHOLD PROPERTY	
LIMITED INTEREST PROPERTY	
CONDOMINIUM PROPERTY	
RETIRED PIN (MAP UPDATE PENDING)	
PROPERTY NUMBER	0449
BLOCK NUMBER	08050
GEOGRAPHIC FABRIC	
EASEMENT	

THIS IS NOT A PLAN OF SURVEY

NOTES

REVIEW THE TITLE RECORDS FOR COMPLETE
PROPERTY INFORMATION AS THIS MAP MAY
NOT REFLECT RECENT REGISTRATIONS

THIS MAP WAS COMPILED FROM PLANS AND
DOCUMENTS RECORDED IN THE LAND
REGISTRATION SYSTEM AND HAS BEEN PREPARED
FOR PROPERTY INDEXING PURPOSES ONLY

FOR DIMENSIONS OF PROPERTIES BOUNDARIES SEE
RECORDED PLANS AND DOCUMENTS

ONLY MAJOR EASEMENTS ARE SHOWN

REFERENCE PLANS UNDERLYING MORE RECENT
REFERENCE PLANS ARE NOT ILLUSTRATED



June 9, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Award of Tender 21-OF-07 – HVAC Upgrades at the Memorial Sports Centre

The Town of Fort Frances recently advertised a tender for the replacement of a number of HVAC systems at the Memorial Sports Centre as part of the Revitalization Project being undertaken at that site.

The work will be extensive in this first phase HVAC work and will have the greatest impacts to not only the operations of that site, but in user experience. The replacements will address not only end of life asset replacement but changing of heating and cooling process as well as much improvement to the controls of these systems. Attached you will find a report from Mr. Adam Mitchell P.Eng., Asset Management Coordinator outlining the results of that tender.

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

1. That Tender 21-OF-07 be awarded to Tom Jones Corporation at a total tender price of \$459,200.00 including \$30,000.00 of contingency.
2. That an authorizing By-Law be prepared for Mayor and Clerk to execute the agreement on behalf of the Corporation.

Respectfully Submitted



Travis Rob, P.Eng

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

- 1. That Tender 21-OF-07 be awarded to Tom Jones Corporation at a total tender price of \$459,200.00 including \$30,000.00 of contingency.**
- 2. That an authorizing By-Law be prepared for Mayor and Clerk to execute the agreement on behalf of the Corporation.**

Manager of Operations and Facilities

May 31, 2021

Report To: Travis Rob

From: Adam Mitchell, P.Eng, Asset Management Coordinator

RE: Memorial Sports Centre HVAC Upgrades, ICIP Revitalization of the Memorial Sports Centre.

On May 18th, 2021, the Town of Fort Frances received proposals for tender 21-OF-07, Memorial Sports Centre HVAC Upgrades. The scope of this tender involves replacing the following;

- Replacement of Rooftop Air Handling Unit
- Replace Furnace and HRV
- Pool Dry-O-Tron Duct Heater

The existing rooftop AHU is being replaced as it currently only provides air conditioning for this section of the building. Heat is currently provided by a steam boiler. The current system is hard to control by having separate heating and cooling systems. The new unit will be much improved, switching from an existing electric unit to a more efficient natural gas unit and providing both AC and heat. This will benefit the facility by consuming less energy and improving user comfort. The furnace and HRV that currently condition the change rooms in 52 Arena will also be replaced with this project the HRV was robbed of useable parts and subsequently removed when the furnace became unusable. Included in this upgrade, is a complete redesign of the duct work throughout this 52 Canadians Change rooms. This upgrade will have noticeable affect on this space as the stale and often odours air will be eliminated, and the system will operate much more efficiently. Lastly, the pools Dry-O-Tron heater will be replaced, it is currently operating in a dilapidated state with orders from TSSA to replace.

As a result of this tender, the Town of Fort Frances received two proposals from Tom Jones Corporation and M Builds Ltd. A cost comparison of tender submissions is shown in the table below.

			Total Price	
Item	Roof	Units	Tom Jones	M Builds
1	Replacement of Roof Top AHU	L.S.	\$ 187,200.00	\$ 250,000.00
2	Furnace and HRV Installation	L.S.	\$ 199,000.00	\$ 250,400.00
3	Pool Dry-O-Tron Duct heater Replacement	L.S.	\$ 43,000.00	\$ 60,000.00
	Contingency Allowance		\$ 30,000.00	\$ 30,000.00
	Subtotal		\$ 459,200.00	\$ 590,400.00

Tom Jones Corporation submitted the lowest bid. An internal review of submissions was completed to ensure compliance and no issues were found for either party.

It is my recommendation that Tom Jones Corporation be contracted to complete the HVAC upgrades outlined in this tender for the Memorial Sports Centre for a total of \$459,200.00.

Respectfully Submitted



Adam Mitchell, P.Eng

Asset Management Coordinator

RTC 21-OF-07 HVAC Upgrades MSC Recommendations.docx

June 9, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Award of RFP 21-OF-03 – Feasibility Study for the Consolidation of Ice plants at the Memorial Sports Centre

Recently the Town released a Request for Proposals looking for a firm to review the ice systems currently at the Memorial Sports Centre looking for opportunities for efficiencies to be utilized reducing the operating costs, easing maintenance, reducing future asset replacement liabilities, and reducing overall compressor horsepower such that operator certification requirements could be better met.

Attached is a report from Mr. Adam Mitchell P.Eng, Asset Management Coordinator outlining the received proposals. Given the work planned for the MSC in the coming years with the ICIP Funding received, this review is very timely and there is an urgency to complete the review such that additional design considerations can be made moving forward.

It is the recommendation of the Operations and Facilities Executive Committee that RFP 21-OF-03 be awarded to Stantec and further that an authorizing by-law be prepared allowing Mayor and Clerk to execute the agreement on behalf of the corporation.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that RFP 21-OF-03 be awarded to Stantec and further that an authorizing by-law be prepared allowing Mayor and Clerk to execute the agreement on behalf of the corporation.

Manager of Operations and Facilities

2021June9 Award of RFP 21-OF-03 Ice Plant Consolodation.docx

May 31, 2021

Report To: Travis Rob

From: Adam Mitchell, P.Eng, Asset Management Coordinator

RE: Ice Plant Consolidation Study at the Memorial Sports Centre

On May 18th, 2021, the Town of Fort Frances received proposals for RFP 21-OF-03, Feasibility Study to Consolidate Ice Plants at the Memorial Sports Centre. The Ice Plants are the refrigeration systems used to cool the ice surfaces which allow the arena the ability to make ice. This process consumes a large amount of energy, and currently this facility has two plants, one to operate each ice surface.

The objective of this project is as follows:

- Consolidate the two ice plants into a single ice plant, or the reduction of the plants overall power rating.
- Eliminate the need for a full-time refrigerant license holder as required by the Province of Ontario Technical Standards and Safety Act, 2000 O.Reg. 219/01.
- Review and comment on the feasibility of waste heat capture from the new configuration.

As a result of this request for proposals, the Town of Fort Frances received two proposals from Stantec Consulting and JBB Consultants and Engineers Inc. A thorough review of both submittals was completed, and a scoring matrix was used to evaluate the proposals. The evaluation considered project understanding, past experience, key personnel, project cost and schedule. Upon review it was determined that Stantec Consulting displayed a comprehensive understanding of the project detailing similar past experience.

Stantec demonstrated a thorough understanding of the scope of work which is listed as the following:

- Advantages and disadvantages of a consolidated ice plant.
- Advantages and disadvantages of separate ice plants.
- Power ratings for a combined ice plant.
- Study into the ability to reduce the current power rating of the existing system.
- Recommended method of reducing the overall power rating of the plant to eliminate the operator requirement as outlined in O.Reg. 219/01.
- Proposed energy savings technologies and procedures.
- Estimated kilowatt hour and financial energy savings per utility based on the present unit rate costs.
- Class D cost estimate for implementation of the proposed reduction methods.

Stantec can begin this project immediately upon award. This is beneficial as this study can be completed in a timely manner allowing us to use this study to make future decisions on our 5-year Revitalization of the Memorial Sports Centre project.

Stantec's fees for completing this scope of work is \$24,425.00 + HST. This cost is well within budget and lower than JBB Consultants bid of \$31,785.00 + GST. JBB Consultants failed to show a thorough understanding of the project objectives and could not commence work until late Q3 of 2021.

It is my recommendation that Stantec Consultants be contracted to complete the Feasibility Study to Consolidate Ice Plants at the Memorial Sports Centre for a total of \$24,425.00.

Respectfully Submitted



Adam Mitchell, P.Eng
Asset Management Coordinator

RTC 21-OF-03 Ice Plant Feasibility Study Recommendations.docx

June 9, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Sewer Rooting – Requests for Reimbursement

In March of 2020 as a result of the COVID-19 Pandemic the Town of Fort Frances, in an attempt to protect the health and safety of its staff and limit risk of exposure stopped all in house sewer and water works including sewer rooting activities. As a result, we had been directing any calls received at the Town of Fort Frances to local contractors to complete the works. Sewer rooting services were continued through the summer, however in December 2020 this service was again suspended as the cases of COVID-19 in the area spiked. In June 2020 two requests for reimbursement were received by Council allowed for the reimbursement of private sewer rooting services for the difference between the costs for the Town to complete the works (\$117.40) and the actual invoice. In September two additional requests were considered where the same reimbursement was awarded to the property owners. In October 2020 two more requests were received with one property owner receiving reimbursement and the other being denied. In February 2021 one request was received and denied, in April 2021 there was another request denied and in May 2021 the last request which was granted where the Town paid the difference between \$118.00 and the actual invoice.

Attached you will find a report from Mr. Craig Miller, P.Eng, Environmental Superintendent outlining an additional request for reimbursement for recent sewer rooting works completed by a local contractor. In this instance, the property owner has previously requested the Town reimburse for the costs and was awarded compensation. It continues to be Administration's recommendation that these costs should not be reimbursed.

The Operations and Facilities Executive Committee recommends the following:

1. That the private invoice for 713 Webster Avenue is not reimbursed as there is a long record of issues on the private side of the service and we can not confirm where the blockage was located.
2. That each case continues to be considered individually going forward.
3. And that only works completed during the service reduction period related specifically to COVID-19.

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. That the private invoice for 713 Webster Avenue is not reimbursed as there is a long record of issues on the private side of the service and we can not confirm where the blockage was located.**
- 2. That each case continues to be considered individually going forward.**
- 3. And that only works completed during the service reduction period related specifically to COVID-19.**

Manager of Operations and Facilities

2021June9 Private Sewer Reimbursement7.docx

June 4, 2021

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

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

SUBJECT: Sewer Rooting – Request for Reimbursement

On May 20th, the Town received a request from Ms. Lee-Anne Hines (713 Webster Avenue) for reimbursement of sewer rooting that they had done by Do-Rite Plumbing. The invoice is for \$250 + \$32.50 HST for a total bill of \$282.50.

Do-Rite Plumbing (o/o by John Markus) indicated that the blockage was on the town side of the property line (60-70 feet) and that roots were the cause of the blockage.

The Town has previously processed a request from Ms. Hines for work completed by Do-Rite Plumbing on August 25, 2020. At that time, the blockage was noted to be 60-70 feet and that roots were the cause of the blockage. The invoice for this work was \$226.00, including HST.

Due to Covid-19 work restrictions, Town employees are not entering private buildings for work, including sewer rooting. Because of the Covid-19 work restrictions, we have been referring work out to local plumbers.

Town Bylaw 06/16 speaks to sewer blockages caused by tree roots, as follows:

2.6 Blockage - tree roots - liability

Where a sewer service blockage is caused by tree roots and the tree is located on Town property, the Town may assume liability for costs involved in clearing such blockage. Where the tree is located on private property and causes the blockage of a sewer service then the Owner of the property shall be liable for all of the cost involved in clearing the blockage. The Engineer shall be the sole judge of the location of the problem and as to whether or not the Owner is to be charged with any of the cost.

2.19 Maintenance responsibility - service lateral - building sewer - charges When authorized by the property Owner the Town will perform maintenance work with respect to cleaning of the service lateral and/or building sewer only. The Owner or Authorized representative of the Owner shall give the Town written authorization to perform such work by executing the appropriate Work Requisition form. The charge for maintenance services shall be determined as follows:

- a) A minimum service charge as outlined in the current Town's User Fee By-law will be charged to the Owner for maintenance services.

- b) Where it is determined by the Town that the location of the obstruction is on the Owner's property all charges incurred, less the minimum service charge shall be paid by the Owner.
- c) Where it is determined by the Town that the location of the obstruction is on the Town's property. This only applies to normal service laterals, property line to main (normally approximately ten (10) metres or thirty-three (33) feet) and not those made under special agreement with the Town. The Town may assume all costs for maintenance services to clear the blockage, except for the minimum service charge.
- d) Where it is discovered that the service obstruction is the direct result of a person(s) discharging or depositing items, i.e. female hygiene products, paper towels, etc. other than those deemed normal every day usage, regardless of the location of the obstruction (Owner's or Town's property), the Owner shall be responsible for the costs of the work done to clear the obstruction.

When the Town's employees perform sewer rooting services, the following charges may be incurred (all based on work being done during normal working hours):

Minimum Charges (regardless of where the blockage is): \$26.65

Minimum Charge if blockage is on owner's property or owner is at fault: \$118.00 per hour. (A typical sewer rooting is a one-hour charge).

The town does not charge HST on sewer rooting work.

It is acknowledged that had the town performed the sewer rooting, based on the information on the invoice from Do-Rite Plumbing, the property owner would have been invoiced for the minimum amount of \$26.65. Instead, the property owner was invoiced \$282.50.

The Town adapted to the Covid-19 pandemic in March 2020 and imposed work restrictions to ensure the safety of Town employees. Not entering private buildings for sewer work was one of the restrictions implemented. Unfortunately, this restriction has meant that the Town has not been able to offer sewer rooting services unless the property has an outdoor cleanout.

Because the work was completed by private contractors, we cannot validate the location of the blockage, if any foreign materials were found or if roots were also encountered on the property owner's side of the property line.

713 Webster has a long history of plugged sewers. The property file has a record of 15 plugged sewers dating back to 1984. Six of the 15 plugged sewers were deemed to be on town's side of the property line with 9 on the private side of the property line.

A Google Street View picture of the property is attached.

It is my recommendation that the Town does not reimburse the property owner for their expenses incurred as a result of having their sewer service lines privately rooted by Do-Rite Plumbing.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Craig Miller', is positioned above the printed name.

Craig Miller, P.Eng.
Environmental Superintendent

Attached:

- Email correspondence between Town and Ms. Hines
- Invoice from Do-Rite Plumbing
- Imaging of 713 Webster Avenue
- Property File information of 713 Webster Avenue

Craig Miller

From: Lee-Anne Hines <sonshinesthroughme@hotmail.com>
Sent: Thursday, May 20, 2021 11:47 AM
To: Craig Miller
Subject: [External] Sewer line

[EXTERNAL] Don't click links or attachments unless you recognize the sender and know the content is safe. You can forward suspicious messages to support@fortfrances.ca.

Hello,

John Markus just unplugged our sewer line. The blockage was 60-70 feet out - tree roots. It was so far out that he had to go and get a larger auger; the first one he brought couldn't get the job done!

Lee-Anne Hines
713 Webster Avenue
Fort Frances, Ontario

OUR NUMBER 806393
DATE MAY 20 2021
CUSTOMER'S ORDER

SOLD TO LEE ANN HINES
ADDRESS 713 WEBSTER AVE
FORT FRANCES ONT

SHIP TO John Markus
ADDRESS PO Box 565
FORT FRANCES ONT
P9A 3M9

TAX REG. NO.	899731410	SALESPERSON
--------------	-----------	-------------

FOB	TERMS	14 DAYS	VIA
-----	-------	---------	-----

QUANTITY	DESCRIPTION	PRICE	AMOUNT
	CLEAN-OUT MAIN SEWER LINE BLOCKAGE		250.00
	BLOCKAGE WAS OUT APPROX 60-70 FT BROKE ROOTS		
		HST	32.50
	TOTAL		282.50

BlueLine DC171

INVOICE

© Elsevier 2010

6/4/2021

713 Webster Ave - Google Maps

Google Maps 713 Webster Ave

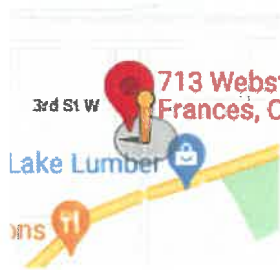


Image capture: Jun 2012 © 2021 Google

Fort Frances, Ontario



Street View



MAINTENANCE RECORD

ADDRESS:

713 WEBSTER AVENUE

DATE	REMARKS
June 25/84	Unplug sewer - blockage at 33' with roots
MAY 26/97	CLEAN PLUGGED SEWER - ROOTS 45'-50' - N/C
MAY 15/00	" " " - " 45' - N/C
AUG 9/00	Called for plugged sewer - sewer OK. - RAIN WATER IN BASEMENT.
JUNE 21/06	cleaned plugged sewer - blockage & main (tree roots) - N/C.
AUG 9/12	CLEANED PLUGGED SEWER - ROOTS 20-40' FROM CLO UNDER DECK
APR 22/13	CLEANED PLUGGED SEWER FROM CLO IN BASEMENT → ROOTS 70-100 FT
JULY 25/14	CLEANED PLUGGED SEWER - ROOTS/WIPES
JULY 25/14	TRACED SEWER SERVICE
MAY 4/15	CLEANED PLUGGED SEWER - ROOTS c 35' FROM CLO

[illegible]

June 9, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request from Belluz Concrete for waste fill

The Town of Fort Frances has a policy relating to the sale of waste fill to the private sector, however, has not been in a position to do so in many years. The policy has been attached to this report for Council's review.

Belluz Concrete and Rental has submitted a request for waste fill from the Kings Highway Road Reconstruction to facilitate the construction of a new shop on their site along that road segment, see request attached.

All divisions have been asked about their fill needs as we all use the material we pull off roadworks for various capital projects. Below are some noteworthy projects that we have on the go or planned for the near future:

- Erin Crescent Lot Grading
- MSC 52 Canadians Arena under bleacher storage
- Nurses station demolition
- Point Park Redevelopment
- Shevlin Yard Redevelopment
- Landfill Cover (ongoing)

The Town has a fair amount of material stockpiled as of right now due to the high amount of roadworks completed in 2020, however annual material stockpiling is hard to determine. In addition, a new waste fill regulation will drastically change how and what we can stockpile, but more specifically our ability to sell the fill to other parties starting in 2022 and an amended policy will be brought forward to Council prior to the end of 2021. The Point Park will require a great deal of fill to bring up the grades such that there is positive drainage across that entire property and the site can begin to be redeveloped. Until we have completed the Record of Site Condition process, we are not sure exactly how much soil remediation will be needed at Shevlin Yard, further once we have a grading plan completed we will know how much of that area will be filled and how much will be cut.

Until more is known about some of the projects upcoming such as Shevlin yard and the Point, it is the recommendation of the Operations and Facilities Executive Committee that no fill be sold to the private sector.

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 fill be sold to the private sector.

Manager of Operations and Facilities

2020June9 Belluz Fill Request.docx

<i>The Town of Fort Frances</i>	SECTION
	OPERATIONS AND FACILITIES
<u>DEVELOPMENT FILL</u>	REVISED
<u>POLICY</u>	February 2003
Resolution No.	Supercedes Resolution No.
Policy Number 4.12	PAGE 1 of 2

1. POLICY STATEMENT

The Town of Fort Frances may make fill available to developers in order to facilitate a deal.

2. EFFECTIVE DATE

This policy comes into effect on February 18, 2003 and cancels and supercedes all previous Development Fill policies.

3. GUIDELINES

- A. The developer has a bona fide plan, via letter of intent.
- B. The developer has a definite construction start date. For example, the spring of the current year.
- C. The project will directly impact the economic base of Fort Frances, such as significant taxes or employment creation.
- D. The developer agrees to move fill on site, at his / her own expense, and to agree with Public Works delivery time and will only be moved according to Public Works time frames.
- E. The fill is made available on an 'as is' basis and the developer will accept the environment liability for the fill.
- F. The developer commits to maintaining an orderly and neat site following construction.
- G. If few jobs are to be created and / or the tax assessment is low, then the project must be significant effect on the local economy as a whole i.e. numerous businesses must benefit from the project being provided the fill.
- H. The fill will be sold at a rate of \$35.00 plus taxes per load to commercial / industrial developers who are developing land purchased from the Town, or a private sector developer, if they are committed to building within one year. The amount of fill should generally be limited to a maximum of 20 truckloads. This price is to be reviewed annually.

- I. As with all industrial / commercial lost now being sold by the Town of Fort Frances, the surplus fill is to be used to bring lots to within 6" of grade, grade being the height of the centre of the road.
- J. The fill available in any given year will be determined using a consultative process between Parks and Cemeteries, Public Works, and the Rainy River Future Development Corporation.
- K. Should the development not take place or the land sold, the developer will pay for the fill at a predetermined fair market value, which will be mutually agreed upon prior to the delivery of any fill. The developer will sign a contract with the Town outlining this rate and the time period for development to occur prior to being charged.

Letter of Intent for Construction Project

**Belluz Concrete and Rentals LTD
1530 Kings Hwy
Fort Frances, On**

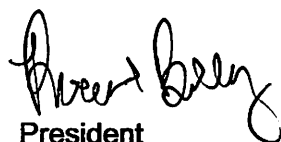
May 1, 2021

It is our intention to start construction of a building in the spring of 2022.

Due to the current shortage of inventory and rising material prices we are pausing construction until prices stabilize and it is economically feasible for us to continue with the project.

We believe the construction of this new building will greatly impact the economic development of our town, as we will be able to offer a broader range of precast products which requires a larger workforce.

Robert Belluz

A handwritten signature in black ink, appearing to read "Robert Belluz", written in a cursive style.

**President
Belluz Concrete and Rentals LTD.**

June 9, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request from the Fort Frances Sportsman's Club for waste fill

A letter dated May 5, 2021 was received at the May 17, 2021 meeting of Council and was subsequently referred to the Operations and Facilities Executive Committee. The Town of Fort Frances has a policy relating to the sale of waste fill to the private business sector, however, no policy on sale to a non-profit entity.

The Fort Frances Sportsmen's Club has submitted a request for waste fill from the 2021 Road Reconstruction projects to facilitate the enhanced safety of their pistol range. The Fort Frances Sportsmen's Club pistol range is used for training and safe practice of shooting buy not only local members but the OPP and Customs officers.

All divisions have been asked about their fill needs as we all use the material, we pull off roadworks for various capital projects. Below are some noteworthy projects that we have on the go or planned for the near future:

- Erin Crescent Lot Grading
- MSC 52 Canadians Arena under bleacher storage
- Nurses station demolition
- Point Park Redevelopment
- Shevlin Yard Redevelopment
- Landfill Cover (ongoing)

The Town has a fair amount of material stockpiled as of right now due to the high amount of roadworks completed in 2020, however annual material stockpiling is hard to determine. In addition, a new waste fill regulation will drastically change how and what we can stockpile, but more specifically our ability to sell the fill to other parties starting in 2022 and an amended policy will be brought forward to Council prior to the end of 2021. The Point Park will require a great deal of fill to bring up the grades such that there is positive drainage across that entire property and the site can begin to be redeveloped. Until we have completed the Record of Site Condition process, we are not sure exactly how much soil remediation will be needed at Shevlin Yard, further once we have a grading plan completed, we will know how much of that area will be filled and how much will be cut.

Until more is known about some of the projects upcoming such as Shevlin yard and the Point, it is the recommendation of the Operations and Facilities Executive Committee that no fill be sold to the private sector.

Respectfully Submitted

A handwritten signature in black ink, appearing to read 'Travis Rob', written in a cursive style.

Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee that no fill be sold to the private sector.

Manager of Operations and Facilities

2021June9 Sportsmens club Fill Request.docx



Mayor and Council

05/05/2021

Town of Fort Frances

Your Worship,

My name is Chris Bonner-Vickers, I am the Vice President of the Fort Frances Sportsmen's Club. Our membership is made up of men, women and children from our district who have an active interest in conservation and outdoor sports.

In recognition of the increased popularity of competition shooting, our local club has decided that we would like to enhance our pistol range to allow us to host competitive handgun shooting events. Several other communities in Northwestern Ontario hold matches, bringing in qualified shooters from other communities across the north and beyond. Not only would the required fill qualify our club to hold these competitive matches, but the economic spinoffs would benefit the town. Those attending would be staying, shopping and dining at our local businesses.

Our current hurdle is the requirement of fill to enlarge our safety berms. As the town has a few capital projects underway, we are requesting that the aggregate/fill being removed and taken to the town dump be diverted to the Fort Frances Sportsmen's Club property at the corner of McIlvaine Road and Frog Creek Road so that it can be used as safety berm material. We appreciate that the town has a "fill policy" but we do have a budget for our project.

I am available to answer any questions and look forward to hearing from you regarding this project.

Thank you for consideration in this request.

Respectfully,

C. Bonner-Vickers

VP FFSC

(807)274-0472

June 9, 2021

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Purchase of Standby Generator for the Wastewater Treatment Plant

The Town of Fort Frances engaged TBT Engineering back in 2020 to undertake the design of a standby power system for the Town Wastewater Treatment Plant. In early 2021 a design was completed and after a review a request for quotations was sent out to three vendors under the LAS Group Capital Purchasing Program. The quotations were to include a new 1000 kW diesel standby power unit complete with walkways for access, base mounted fuel tank, and on-site load bank.

With this unit there are a number of regulatory requirements to meet for the unit to be certified as a stand-by power system. One key parameter is noise emissions where the unit can not exceed 75dBA at 7m. The three quotations received are summarized below.

Vendor	Price	Noise Rating at 7m	Delivery
Cummins	\$400,733	75.3 dBA	20 – 21 Weeks
Prichard Power (Kohler)	\$402,400	76 dBA	28 – 29 Weeks
Toromont CAT	\$492,624	75 dBA	29 – 31 Weeks

None of the vendors were fully compliant with the Request for Quotation and attached to this report is a detailed quotation review by TBT Engineering for the three vendors. None of the non compliances are insurmountable in nature other than the requirement on sound transmission. This is a Ministry of the Environment Conservation and Parks requirement and the process to request a special Environmental Compliance Certificate to facilitate a unit with higher sound is lengthy, costly and the success given the implications of neighboring residential and institutional properties as well as international properties is unsure. This means that CAT is the only unit meeting this important requirement and compliant. In addition the CAT unit comes with the best warranty of the three.

Being that the standby power unit is over the \$35,000 limit for tendering per our procurement policy, but because the tendering has already been completed by LAS, a full tender did not have to be prepared for this purchase. Given that appropriate wording has not yet been included in our procurement policy as this policy is currently under review by Administration, in accordance with the Administration report dated April 8, 2020, a report is being brought forward to document the purchase.

The Town budgeted a total of \$625,800 for the entire project and given the total cost for the standby power unit, it is felt that there will be suitable funds left for the remainder of the installation. Once a unit has been selected TBT Engineering will be able to finalize the structural slab design and electrical design. The Town will be tendering separately for the remainder of the installation works in the near future.

It is the recommendation of the Operations and Facilities Executive Committee that the standby power unit for the Town of Fort Frances Wastewater Treatment Plant be purchased from Toromont CAT for a total price of \$492,624.

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 standby power unit for the Town of Fort Frances Wastewater Treatment Plant be purchased from Toromont CAT for a total price of \$492,624.

Manager of Operations and Facilities

2021June9 Purchase of Standby Power Unit for WWTP.docx



June 7, 2021

Project#:20-559

TO: Travis Rob – Manager of Operations & Facilities

Project: Fort Frances Sewage Plant Generator

The following is a review of the Cummins submittal for the RFQ issued on April 26, 2021 for the supply, delivery, testing and commissioning of a standby power system for the Fort Frances Wastewater Treatment Plant.

General

1. Specification 26 32 14 (3.11.1). Cummins enclosure is provided with sound level of 75.3 dBA at 7 meters. This is not acceptable. The unit must comply with 75dBA at 7 meter requirement to meet MOE.
2. Warranty Offered: Two year - 1000 hour basic limited warranty. Specification 26 32 14 requests 2 year – 1500 hour basic limited warranty.
3. Load bank offered is ASCO 4800 which is not compliant to Specification 26 32 14 (3.12).
4. Specification 26 32 14 (2.9.3). Battery charger must be 20 amps. 10 amp battery charger not accepted.
5. Site-Off Loading: The 2nd paragraph of the RFQ states "*The supplier is to supply and install the generator unit onto the concrete slab including all related equipment*". Cummins bid states on-site off loading by others. Cummins to adjust their bid to include the installation of equipment (generator, fuel tank and load bank).
6. Price Quoted: \$400,733.00 + Taxes

CUMMINS REVIEW OF SUBMITTAL

The following is a review with comments for the Cummins submittal received May 25, 2021.

Item 1 - ATS

1. If Cummins equipment is chosen provide Engineering Submittals for ATS as described in Specification Section 26 36 23 (2.4).



Item 2 - Generator

1. Confirm the generator unit is, at a minimum, Tier 1 compliant in terms of air emissions as set out in Table 1 of 40 CFR 89.112.
2. Confirm the generator meets the following requirement;

"Each exhaust stack that is part of the standby power system and that may discharge a product of combustion from the system into the air is orientated vertically"
3. If Cummins equipment is chosen provide Engineering Submittals for generator as described in Specification Section 26 32 23 14 (1.4).
4. Quote states the battery charger will be 12 amps regulated. Provide a 20 amp battery charger as stated in Specification Section 26 32 14 (2.9.3).

Item 3 – Fuel Tank

1. If Cummins equipment is chosen provide a detailed dimensional drawing of the fuel tank.
2. Confirm the fuel tank complies with all TSSA and CSA requirements.
3. Confirm all requirements for the fuel tank listed in Specification Section 26 32 14 (3.10) are.
4. Provide details on the Fuel Fill Alarm system.

Items 4,5,6,7,8,9

1. No Comment

Item 10

1. Provide detailed drawing of platforms.

Item 11

1. ASCO 4800 proposed by Cummins.
2. Non-compliances include;
 - a. ASCO 4800 constructed of heavy gauge aluminum in lieu of heavy gauge coated steel as per Specification 26 32 14 (3.12.10).



- b. ASCO 4800 is not mounted on stand as per information provided. Specification 26 32 14 (3.12.9) states load bank shall have mounting legs of a length that is higher than the average snow height experienced in Fort Frances.
 - c. Specification 26 32 14 3.12.12 and 3.12.12 state unit is to have horizontal airflow and exhaust hood to be angles downward. ASCO 4800 does not comply.
- 3. Provide details of the control units functionality.
- 4. The load bank offered by Cummins is non-compliant to Specification.

Item 12

- 1. Provide details and or schematic indicating function of the 50kVA isolation transformer.

Item 14

- 1. Commissioning must include building load as detailed in Specification 26 32 14 (4.4.2 and 4.4.3).
- 2. As part of the test the functionality of the load bank shall be demonstrated (Specification 3.12.6 and 3.13.7).

List of Clarification/Deviation/Exception

- 1. Specification 26 32 14 (2.9.3). Battery charger must be 20 amps. 10 amp battery charger not accepted.
- 2. Specification 26 32 14 (3.7.2). One emergency shutdown pushbutton not provided. This is acceptable. Please provide part number of recommended emergency shutdown pushbutton.
- 3. Specification 26 32 14 (3.11.1). Cummins enclosure is provided with sound level of 75.3 dBA at 7 meters. This is not acceptable. The unit must comply with 75dBA at 7 meter requirement to meet MOE.
- 4. Specification 26 32 14 (3.11.11). Provide details and or schematic indicating function of the 50kVA isolation transformer.
- 5. Specification 26 32 14 (3.12). Refer to Item 11 above.
- 5. Specification 26 32 14 (4.3). Warranty Offered: Two year - 1000 hour basic limited warranty. Specification 26 32 14 requests 2 year – 1500 hour basic limited warranty.

Notes

1. Site-Off Loading: The 2nd paragraph of the RFQ states "*The supplier is to supply and install the generator unit onto the concrete slab including all related equipment*". Cummins bid states on-site off loading by others. Cummins to adjust their bid to include the installation of equipment (generator, fuel tank and load bank).
2. Quote states 150A/208v 3 phase load-center is required to accommodate all heaters, lights, receptacles and battery charger. The power requirement for the load-center seem exorbitant. Please provide power requirement details on all loads to be connected to the load-center.

END OF CUMMINS REVIEW



June 7, 2021

Project#:20-559

TO: Travis Rob – Manager of Operations & Facilities

Project: Fort Frances Sewage Plant Generator

The following is a review of the Pritchard submittal for the RFQ issued on April 26, 2021 for the supply, delivery, testing and commissioning of a standby power system for the Fort Frances Wastewater Treatment Plant.

General

1. Specification 26 32 14 (3.11.1). Pritchard enclosure is provided with sound level of 76 dBA at 7 meters. This is not acceptable. The unit must comply with 75dBA at 7 meter requirement to meet MOE.
2. Warranty Offered: Three year - 1000 hour basic limited warranty. Specification 26 32 14 requests 2 year – 1500 hour basic limited warranty.
3. Load bank offered is ASCO 4600 which is not compliant to Specification 26 32 14 (3.12).
4. Site-Off Loading: The 2nd paragraph of the RFQ states "*The supplier is to supply and install the generator unit onto the concrete slab including all related equipment*". Pritchard bid states offloading at site is not included. Pritchard to adjust their bid to include the installation of equipment (generator, fuel tank and load bank).
5. Price Quoted: \$402,400.00 + Taxes

PRITCHARD REVIEW OF SUBMITTAL

Engine

1. Confirm the generator unit is, at a minimum, Tier 1 compliant in terms of air emissions as set out in Table 1 of 40 CFR 89.112.
2. Confirm the generator meets the following requirement;

"Each exhaust stack that is part of the standby power system and that may discharge a product of combustion from the system into the air is orientated vertically".



Alternator

1. No Comment.

Digital Genset Controller

1. No Comment.

Winterized Sound Enclosure

1. Specification 26 32 14 (3.11.1). Pritchard enclosure is provided with sound level of 76 dBA at 7 meters. This is not acceptable. The unit must comply with 75dBA at 7 meter requirement to meet MOE.
2. Quote states 200A/208v 3 phase load-center is required to accommodate all heaters, lights, receptacles and battery charger. The power requirement for the load-center seem exorbitant. Please provide power requirement details on all loads to be connected to the load-center.

Fuel Tank

1. If Pritchard equipment is chosen provide a detailed dimensional drawing of the fuel tank.
2. Confirm the fuel tank complies with all TSSA and CSA requirements.
3. Confirm all requirements for the fuel tank listed in Specification Section 26 32 14 (3.10) are.
4. Provide details on the Fuel Fill Alarm system.

Features

1. 600A 100% rated load to be complete with shunt trip Specification 26 32 14 (3.3.1).

Additional Features

1. Provide detailed drawing of platforms.

Load Bank

1. ASCO 4600 proposed by Pritchard.
2. Non-compliances include;
 - a. ASCO 4600 constructed of heavy gauge aluminum in lieu of heavy gauge coated steel as per Specification 26 32 14 (3.12.10).



- b. ASCO 4600 is not mounted on stand as per information provided. Specification 26 32 14 (3.12.9) states load bank shall have mounting legs of a length that is higher than the average snow height experienced in Fort Frances.
 - c. Specification 26 32 14 3.12.12 and 3.12.12 state unit is to have horizontal airflow and exhaust hood to be angles downward. ASCO 4600 does not comply.
- 3. Provide details of the control units functionality.
- 4. The load bank offered by Pritchard is non-compliant to Specification.

Transfer Switch

- 1. No Comment.

Factory Testing

- 1. No Comment

Onsite Testing

- 1. Commissioning must include building load as detailed in Specification 26 32 14 (4.4.2 and 4.4.3).
- 2. As part of the test the functionality of the load bank shall be demonstrated (Specification 3.12.6 and 3.13.7)

General Notes

- 1. Site-Off Loading: The 2nd paragraph of the RFQ states "*The supplier is to supply and install the generator unit onto the concrete slab including all related equipment*". Pritchard bid states offloading at site is not included. Pritchard to adjust their bid to include the installation of equipment (generator, fuel tank and load bank).
- 2. Provide specific details of external piping, wiring, and mechanical connections to be done by others.

END OF PRITCHARD REVIEW



June 7, 2021

Project#:20-559

TO: Travis Rob – Manager of Operations & Facilities

Project: Fort Frances Sewage Plant Generator

The following is a review of the Toromont submittal for the RFQ issued on April 26, 2021 for the supply, delivery, testing and commissioning of a standby power system for the Fort Frances Wastewater Treatment Plant.

General

1. Toromont is stating that the unit complies with sound level requirement of 75dBA at 7 meters.
2. Warranty Offered: Five year - 2500 hour basic limited warranty. Specification 26 32 14 requests 2 year – 1500 hour basic limited warranty.
3. No details on load bank provided. Until details provided, non-compliant.
4. Specification 26 32 14 (2.9.3). Battery charger must be 20 amps. 10 amp battery charger not accepted.
5. Site-Off Loading: The 2nd paragraph of the RFQ states “*The supplier is to supply and install the generator unit onto the concrete slab including all related equipment*”. Toromont bid states site off-loading, positioning and installation by others. Toromont to adjust their bid to include the installation of equipment (generator, fuel tank and load bank).
6. Price Quoted: \$492,624.00 + Taxes

TOROMONT REVIEW OF SUBMITTAL

Cooling System

1. No comment.

Air System

1. No Comment.



Fuel System

1. If Toromont equipment is chosen provide a detailed dimensional drawing of the fuel tank.
2. Confirm the fuel tank complies with all TSSA and CSA requirements.
3. Confirm all requirements for the fuel tank listed in Specification Section 26 32 14 (3.10) are.
4. Provide details on the Fuel Fill Alarm system.

Mounting System

1. No Comment.

Enclosure

1. The compliance to noise level of 75dBA at 7 meters is noted. The unit must comply with this requirement to meet MOE.

Finish

1. No Comment.

Starting System

1. Specification 26 32 14 (2.9.3). Battery charger must be 20 amps. 10 amp battery charger not accepted.

Generator

1. Confirm the generator unit is, at a minimum, Tier 1 compliant in terms of air emissions as set out in Table 1 of 40 CFR 89.112.
2. Confirm the generator meets the following requirement;

"Each exhaust stack that is part of the standby power system and that may discharge a product of combustion from the system into the air is orientated vertically".

Circuit Breaker(s) (Unit Mounted)

1. Breaker #2 must be complete with shunt trip.

Controls

1. No Comment.



Relay Outputs

1. Three relay outputs minimum are required as per Specification 26 32 14 (3.15.1).

Shop Test

1. No Comment.

Site Test and Site Work

1. Commissioning must include building load as detailed in Specification 26 32 14 (4.4.2 and 4.4.3).
2. As part of the test the functionality of the load bank shall be demonstrated. Specification 26 32 14 (3.12.6 and 3.13.7)

Clarifications and Exceptions to this bid

1. Site-Off Loading: The 2nd paragraph of the RFQ states "*The supplier is to supply and install the generator unit onto the concrete slab including all related equipment*". Toromont bid states site off-loading, positioning and installation by others. Toromont to adjust their bid to include the installation of equipment (generator, fuel tank and load bank).
2. Load Tests: Load tests to be completed using building load and provided load bank. Specification 26 32 14 (3.12.6 and 3.13.7)
3. Battery Charger: Specification 26 32 14 (2.9.3). Battery charger must be 20 amps. 10 amp battery charger not accepted.
4. Load Bank Circuit Breaker: To be complete with shunt trip.
5. Specification 26 32 14 (3.11): Provide receptacle.
6. Specification 26 32 14 (3.12) Load Bank: Without specification sheet and general arrangement drawing the load bank cannot be approved.

END OF TOROMONT REVIEW

June 4, 2021

Report To: Mayor & Council

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

SUBJECT: March 2021 Drinking Water Systems Monthly Summary Report

Please find attached the March 2021 Summary Report on the drinking water systems, prepared by Greg Wiedenhoeft, WTP Operator-in-Charge.

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

Respectfully submitted,
Operations & Facilities Division

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

Council approval of this report will accept the March 2021 report prior to it being made available to the general public.
--

cc – Craig Miller, P.Eng., Environmental Superintendent
Greg Wiedenhoeft, WTP Operator-in-Charge

March 2021

**Monthly Summary Report
Water Systems**

**Prepared By: Greg Wiedenhoeft, ORO
Senior Water Treatment Plant Operator**

Dated: April 5, 2021

1) **Introduction:**

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

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

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

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

Water Distribution System: 20 samples taken where 25% of samples were tested for heterotrophic plate count (HPC) – with one adverse water quality incident.

One Adverse Sample from 1330 Woodward St. Re-sampled one upstream and one at 1330 Woodward St. 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. 835 Mckenzie Ave.	2. 401 Kings Hwy.	3. 900 Wright Ave.	4. W. Tower
5. 1227 Fifth St. E.	6. 740 Sixth St. W.	7. 617 Mowat Ave.	8. W. Tower
9. 218 Third St. E.	10. 900 Wright Ave.	11. 943 Third St. E.	12. W. Tower
13. 1330 Woodward St.	14. 1309 Kings Hwy.	15. 900 Wright Ave.	16. W. Tower
17. 218 Third St. E.	18. 401 Kings Hwy.	19. 900 Wright Ave.	20. W. Tower

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

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

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

Water distribution sample taken March 16, 2021 – 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:

Mar 03rd -Cleaned troughs on clarifier # 1.
-Cleaned flumes on filters.

Mar 04th - Cleaned top and bottom tanks on the poly unit.
-Cleaned all 4 check valves on the poly unit.

Mar 09th -Cleaned and inspected clarifier # 1.

Mar 11th - Cleaned top and bottom tanks on the poly unit.
-Cleaned all 4 check valves on the poly unit.

Mar 12th -Calibrated distribution Chlorine analyzer.

Mar 15th -Canect Electric here working on the boiler.
-Calibrated distribution Chlorine analyzer.

Mar 17th -Greased Clarifier # 2 chains.

Mar 19th - Cleaned top and bottom tanks on the poly unit.
-Cleaned all 4 check valves on the poly unit.

Mar 23rd -Flushed settled sample pump line.

Mar 25th - 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 – 1 complaint.
- 1018 Colonization Rd. W. **High chlorine** - took two samples and both numbers were normal.

9) **Other Miscellaneous Information:**

Mar 1st -Routine micro sample collection.

Mar 08th -Routine micro sample collection.

Mar 09th -Water main repair sample on 200 block of Crowe 1st set.
 -Received a load of Alum

Mar 10th -Water main repair sample on 200 block of Crowe 2st set.

Mar 15th -Routine micro sample collection.

Mar 16th -Took annual samples at the Plant and Tower
 -Took T.S.S. Samples off Filter #1.
 -Took quarterly samples at the Plant and Tower

Mar 22nd -Routine micro sample collection.





Mar 23rd -Water service repair sample 1003 Colonization Rd. W.

Mar 25th -Re-sample for adverse at 1330 Woodward St.

Mar 26th -Ran standby generator for 1 hour.
 -Took grab samples off the filters.
 -Calibrated Fluoride analyzer.

Mar 29th -Routine micro sample collection.

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:

- Greg Wiedenhoeft, ORO, Senior WTP Operator: 
Greg Wiedenhoeft (Jun 4, 2021 11:00 CDT)
- Craig Miller, P.Eng. Environmental Superintendent: 
- Travis Rob, P.Eng. Manager of Operations & Facilities: 
- Acting CAO: 
Dawn Galusha (Jun 4, 2021 13:24 CDT)
- 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 Greg Wiedenhoeft, Overall Responsible Operator at 274-2325.

Town of Fort Frances - Water treatment Plant - Water Works # 220000978
Monitoring Record
Mar-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 m³	17	5.16	5.02	5.00	5.00	5.03	4.97	4.98	5.05	5.20	4.96	5.00	5.00	4.91	4.94	4.99	5.05	5.02	5.00	5.01	4.95	5.00	5.06	5.00	5.02	5.03	5.03	4.90	5.03	5.13	4.90	4.96	155.30	5.01
Peak Instantaneous - Raw Water	l/s	n/a	58.51	58.55	58.53	58.60	58.55	58.46	58.54	58.54	58.50	61.81	58.53	61.72	58.90	58.78	58.63	58.69	58.67	58.65	58.65	58.66	58.60	58.56	58.64	58.65	58.64	58.68	58.65	58.69	58.68	58.71	58.53		58.82
Treated Water	1000 m³	17	3.69	3.62	3.66	3.59	3.62	3.70	3.21	3.75	5.53	3.73	3.60	3.38	3.37	3.53	3.60	3.19	3.48	3.49	3.07	3.42	3.51	3.28	3.44	3.50	3.17	3.51	2.90	3.52	3.33	3.32	3.41	109.12	3.52
Peak Instantaneous - Treated Water	l/s	n/a	63.38	62.77	63.40	63.44	63.39	62.85	63.56	63.27	66.02	65.24	63.51	62.40	63.48	62.52	62.46	63.51	63.25	62.96	62.85	63.09	63.07	62.55	63.20	63.31	62.24	62.82	63.00	61.68	62.84	64.20	63.28		63.21
BackWash Water	1000 m³	n/a	0.28	0.27	0.25	0.28	0.27	0.25	0.29	0.27	0.25	0.28	0.27	0.26	0.29	0.27	0.26	0.29	0.27	0.26	0.28	0.27	0.26	0.28	0.27	0.25	0.29	0.27	0.21	0.29	0.27	0.250	0.280	8.332	0.269
Fluoride Information																																			
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.62	0.62	0.62	0.63	0.63	0.63	0.64	0.64	0.64	0.64	0.64	0.64	0.66	0.66	0.65	0.56	0.55	0.61	0.61	0.58	0.62	0.62	0.57	0.69	0.64	0.68	0.70	0.71	0.65	0.66	0.64		0.63
Turbidity Information																																			
Raw Water	NTU	n/a	0.54	0.35	0.48	0.49	0.44	0.52	0.47	0.46	0.41	0.44	0.46	0.55	0.54	0.49	0.56	0.62	0.47	0.51	0.63	0.63	0.68	0.60	0.63	0.61	0.66	0.67	0.70	0.68	0.70	1.15	0.96		0.58
Settled Water	NTU	n/a	0.11	0.09	0.07	0.11	0.09	0.13	0.11	0.14	0.14	0.12	0.14	0.14	0.13	0.14	0.35	0.32	0.42	0.25	0.16	0.16	0.09	0.11	0.08	0.10	0.09	0.11	0.12	0.11	0.07	0.13	0.17		0.15
Treated Water	NTU	1	0.06	0.06	0.07	0.09	0.05	0.01	0.01	0.01	0.07	0.03	0.08	0.07	0.05	0.05	0.06	0.10	0.13	0.10	0.08	0.04	0.03	0.05	0.11	0.09	0.08	0.10	0.08	0.08	0.06	0.10	0.10		0.07
Other Operating Parameters																																			
pH - Treated Water	no units	6.5 to 8.5	7.21	7.17	7.28	7.18	7.22	7.26	7.28	7.17	7.18	7.07	7.15	7.41	7.17	7.14	7.08	7.34	7.32	7.20	7.20	7.25	7.25	7.21	7.24	7.27	7.24	7.22	7.15	7.18	7.37	7.32	7.29		7.23
pH - Settled water	no units	n/a	6.39	6.47	6.60	6.37	6.37	6.43	6.37	6.40	6.44	6.40	6.40	6.49	6.38	6.43	6.45	6.44	6.37	6.41	6.41	6.37	6.33	6.29	6.49	6.53	6.43	6.38	6.33	6.36	6.40	6.43	6.39		6.41
pH - Raw Water	no units	n/a	7.08	7.10	7.16	7.11	7.15	7.08	7.16	7.16	7.10	7.09	7.12	7.00	7.06	7.01	6.99	7.02	6.99	7.01	7.00	7.05	7.06	7.06	7.09	7.14	7.18	7.10	7.13	7.09	7.08	7.16	7.09		7.08
FAC - Treated Water	mg/l	0.2 to 4	2.16	2.11	2.28	2.28	2.12	2.12	2.11	2.11	2.24	2.14	2.23	2.18	2.11	2.10	2.15	2.08	2.07	2.11	2.20	2.12	2.10	2.08	2.09	2.09	2.11	2.17	2.15	2.17	2.15	2.13	2.20		2.14
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.36	2.48	2.38	2.66	2.26	2.50	2.22	2.56	2.74	2.52	2.62	2.48	2.36	2.38	2.68	2.38	2.54	2.36	2.40	2.38	2.42	2.34	2.38	2.40	2.56	2.48	2.38	2.42	2.36	2.36	2.42		2.44
Temperature	°C	15	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.0	2.0	3.0	3.0	3.0	3.0	3.0	3.0	4.0	4.0	4.0	4.0	4.0	4.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0		3.3	
Fluoride used (Total Daily Consumption)	kg	n/a	18.0	17.0	18.0	17.0	18.0	17.0	17.0	17.0	17.0	16.0	17.0	16.0	16.0	16.0	16.0	17.0	15.0	16.0	16.0	15.0	15.0	15.0	16.0	18.0	18.0	18.0	17.0	18.0	18.0	17.0	17.0	519.00	16.7
Chlorine used (Total Daily Consumption)	kg	n/a	19.0	19.0	18.0	19.0	18.0	18.0	19.0	18.0	20.0	18.0	18.0	18.0	18.0	18.0	20.0	17.0	18.0	19.0	18.0	19.0	18.0	18.0	19.0	18.0	18.0	19.0	18.0	18.0	19.0	17.0	18.0	569.00	18.4
Soda Ash (Total Daily Consumption)	kg	n/a	190.9	185.7	185.0	185.0	186.1	183.9	184.3	186.9	192.4	183.5	185.0	185.0	181.7	182.8	184.6	186.9	185.7	185.0	185.4	183.2	185.0	187.2	185.0	185.7	186.1	186.1	181.3	186.1	189.8	181.3	183.5	5746.10	185.4
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	175.4	170.7	170.0	170.0	171.0	169.0	169.3	171.7	176.8	168.6	170.0	170.0	166.9	168.0	169.7	171.7	170.7	170.0	170.3	168.3	170.0	172.0	170.0	170.7	171.0	171.0	166.6	171.0	174.4	166.6	168.6	5280.20	170.3
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	0.07	0.02	0.05	0.09	0.06	0.02	0.04	0.05	0.08	0.05	0.04	0.04	0.04	0.05	0.02	0.02	0.02	0.05	0.05	0.02	0.04	0.05	0.06	0.02	0.01	0.02	0.02	0.03	0.01	0.01	0.05		0.04
Poly bags added (25 kg bags)	kg	n/a					0.5					0.5		0.5							0.5					0.5								62.5	

Minimum	Maximum
4.90	5.20
58.46	61.81
2.90	5.53
61.68	66.02

*MAC - maximum acceptable range

Flow Data MARCH	Units	2019	2020	2021
Total Raw Water	m ³	158980	155940	155300
Raw Maximum Day	m ³	5380	6000	5200
Raw Minimum Day	m ³	4680	4690	4900
Raw Average Daily Consumption	m ³	5130	5030	5010
Total Treated Water	m ³	121380	105300	109120
Treated Water Maximim Day Consumption	m ³	4880	4490	5530
Treated Water Minimim Day Consumption	m ³	3440	2790	2900
Treated Water Average Day Consumption	m ³	3920	3400	3520
Daily Average Per Household Consumption Rate	m ³	1.036	0.899	0.930
* Daily Average Per Person Consumption Rate	m ³	0.491	0.426	0.441
Monthly Averages - Operating Parameters WTP				
FAC Residual - Treated Water	mg/L	2.14	2.08	2.14
Total Chlorine Residual - Treated Water	mg/L	2.33	2.31	2.44
Aluminum Sulphate - Raw Water	mg/L	35.0	35.0	34.0
Aluminum Sulphate - Treated Water Residua	mg/L	0.03	0.06	0.04
Fluoride - Treated Water	mg/L	0.6	0.75	0.63
Soda Ash - Raw Water	mg/L	35.0	35.0	37.0
pH - Adjusted	mg/L	6.83	6.93	7.23
Temperature	°C	2.1	2.2	3.3
Quantity of Chemical Used:				
Aluminum Sulphate	kg	5564.3	5457.9	5280.2
Polyelectrolyte	kg	75	75.0	62.5
Chlorine Gas	kg	590	588	569
Soda Ash - Used for pH Adjustmen	kg	5564.3	5457.9	5746.1
Fluoride	kg	563	707	519

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

* Population is 7986

* Number of Households is 3783












March 2021 WTP - Please re-sign


Final Audit Report

2021-06-04

Created:	2021-06-04
By:	Craig Miller (cmiller@fortfrances.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAARzIk6dowHxfXacCFwg92ISJMPDrJhDP6

"March 2021 WTP - Please re-sign" History

-  Document created by Craig Miller (cmiller@fortfrances.ca)
 2021-06-04 - 3:53:19 PM GMT- IP address: 216.211.31.9
-  Document emailed to Greg Wiedenhoeft (gwiedenhoeft@fortfrances.ca) for signature
 2021-06-04 - 3:53:58 PM GMT
-  Email viewed by Greg Wiedenhoeft (gwiedenhoeft@fortfrances.ca)
 2021-06-04 - 3:56:01 PM GMT- IP address: 216.211.31.9
-  Document e-signed by Greg Wiedenhoeft (gwiedenhoeft@fortfrances.ca)
 Signature Date: 2021-06-04 - 4:00:55 PM GMT - Time Source: server- IP address: 216.211.31.9
-  Document emailed to Craig Miller (cmiller@fortfrances.ca) for signature
 2021-06-04 - 4:00:57 PM GMT
-  Email viewed by Craig Miller (cmiller@fortfrances.ca)
 2021-06-04 - 4:01:38 PM GMT- IP address: 216.211.31.9
-  Document e-signed by Craig Miller (cmiller@fortfrances.ca)
 Signature Date: 2021-06-04 - 4:01:48 PM GMT - Time Source: server- IP address: 216.211.31.9
-  Document emailed to Travis Rob (trob@fortfrances.ca) for signature
 2021-06-04 - 4:01:50 PM GMT
-  Email viewed by Travis Rob (trob@fortfrances.ca)
 2021-06-04 - 6:22:52 PM GMT- IP address: 216.211.31.9
-  Document e-signed by Travis Rob (trob@fortfrances.ca)
 Signature Date: 2021-06-04 - 6:23:11 PM GMT - Time Source: server- IP address: 216.211.31.9
-  Document emailed to Dawn Galusha (dgalusha@fortfrances.ca) for signature
 2021-06-04 - 6:23:13 PM GMT

 Email viewed by Dawn Galusha (dgalusha@fortfrances.ca)

2021-06-04 - 6:23:51 PM GMT- IP address: 216.211.31.9

 Document e-signed by Dawn Galusha (dgalusha@fortfrances.ca)

Signature Date: 2021-06-04 - 6:24:10 PM GMT - Time Source: server- IP address: 216.211.31.9

 Agreement completed.

2021-06-04 - 6:24:10 PM GMT

June 4, 2021

Report To: Mayor & Council

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

SUBJECT: April 2021 Drinking Water Systems Monthly Summary Report

Please find attached the April 2021 Summary Report on the drinking water systems, prepared by Greg Wiedenhoeft, Senior WTP Operator.

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

Respectfully submitted,
Operations & Facilities Division

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

Council approval of this report will accept the April 2021 report prior to it being made available to the general public.
--

c.c. – Craig Miller, P.Eng., Environmental Superintendent
Greg Wiedenhoeft, ORO, Senior WTP Operator

April 2021

**Monthly Summary Report
Water Systems**

**Prepared By: Greg Wiedenhoeft, ORO
Senior Water Treatment Plant Operator**

Dated: May 5, 2021

1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of April 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 April Usage	6.30 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) - 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. 1509 School Rd.	2. 218 Third St. E.	3. 740 Sixth St. W.	4. W. Tower
5. 943 Third St. E.	6. 1309 King's Hwy.	7. 401 King's Hwy.	8. W. Tower
9. 401 King's Hwy.	10. 218 Third St. E.	11. 900 Wright Ave.	12. W. Tower
13. 900 Wright Ave.	14. 401 King's Hwy.	15. 218 Third St. E.	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 March 16, 2021 – 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:

April 01st Cleaned top and bottom tanks on the poly unit.
Cleaned all 4 Check Valves on the poly unit.

April 5th Calibrated Dist. Cl2 Analyzer.

April 8th Cleaned top and bottom tanks on the poly unit.
Cleaned all 4 Check Valves on the poly unit.

April 9th Cleaned and flushed Settled sample pump line.

April 12th Calibrated Dist. Cl2 Analyzer.

April 15th Changed West Cl2 tank.
Cleaned top and bottom tanks on the poly unit.
Cleaned all 4 Check Valves on the poly unit.

April 22nd Cleaned top and bottom tanks on the poly unit.
Cleaned all 4 Check Valves on the poly unit.

April 27th Calibrated Dist. Cl2 Analyzer.
Calibrated Fluoride Analyzer.

April 28th Ran the Standby Generator for 1 hour.
Took grab samples off filters.

April 30th 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:**

April 5th Routine Micro samples.

April 7th Sunset Protection Systems tested fire alarm and
checked fire extinguishers.
Alkalinity and PH samples for reduced lead sampling requirements.

April 12th Routine Micro samples.

April 19th Routine Micro samples.

April 21st Inspected all High lift, Low lift and Backwash pumps.





April 22nd Installed reconditioned Soda Ash transfer pump.

April 23rd Greased bucket elevator, auger, feeder, clarifiers and poly unit.

April 26th Cleaned valve positioner on filter #1.
Routine Micro samples.

April 27th Cleaned and flushed Alum line.

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:

- Greg Wiedenhoeft, ORO, Senior WTP Operator: 
Greg Wiedenhoeft (Jun 3, 2021 14:27 CDT)
- Craig Miller, P.Eng. Environmental Superintendent: 
- Travis Rob, P.Eng. Manager of Operations & Facilities: 
- Acting CAO: 
Dawn Galusha (Jun 3, 2021 16:42 CDT)
- 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 Greg Wiedenhoeft, Senior WTP Operator at 274-2325.

Town of Fort Frances - Water treatment Plant - Water Works # 220000978
Monitoring Record
Apr-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	Total	Average
		or Range																																
Flow rates																																		
Raw Water	1000 m³	17	5.01	4.93	5.01	5.03	5.11	5.13	5.00	4.99	4.99	5.20	4.66	5.21	5.01	5.01	5.03	5.01	4.95	5.01	5.15	4.95	5.03	5.02	5.08	4.82	5.06	5.26	5.14	5.04	5.04	5.06	150.94	5.03
Peak Instantaneous - Raw Water	l/s	n/a	58.62	58.60	58.61	58.56	58.58	58.54	58.53	58.63	58.60	58.56	58.06	58.70	58.65	58.63	58.66	58.71	58.96	58.97	59.01	59.04	59.06	59.06	59.08	59.02	59.05	58.80	58.79	58.80	58.36	59.19		58.75
Treated Water	1000 m³	17	2.98	3.32	2.88	3.16	3.14	3.59	3.54	3.47	4.00	3.71	2.55	3.57	3.38	3.86	3.38	3.79	2.74	3.07	3.15	3.22	3.27	3.38	3.31	3.00	2.88	3.55	3.09	3.49	3.49	3.44	99.40	3.31
Peak Instantaneous - Treated Water	l/s	n/a	62.66	62.54	62.23	63.87	63.14	63.40	69.03	67.66	68.27	63.33	62.81	61.42	62.22	67.86	65.45	63.34	62.07	62.03	62.50	62.72	62.08	63.41	62.27	62.13	62.33	61.48	62.36	69.98	62.53	63.43		63.69
BackWash Water	1000 m³	n/a	0.27	0.26	0.29	0.27	0.26	0.29	0.27	0.25	0.29	0.27	0.25	0.28	0.27	0.25	0.28	0.27	0.52	0.29	0.27	0.25	0.28	0.27	0.25	0.29	0.27	0.26	0.29	0.27	0.25	0.286	8.327	0.278
Fluoride Information																																		
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.71	0.71	0.71	0.71	0.73	0.62	0.75	0.63	0.76	0.61	0.64	0.62	0.65	0.69	0.61	0.57	0.68	0.68	0.76	0.69	0.66	0.74	0.76	0.78	0.78	0.78	0.70	0.71	0.72	0.71		0.70
Turbidity Information																																		
Raw Water	NTU	n/a	0.80	0.52	0.93	0.98	0.97	1.07	0.92	1.14	1.27	0.96	0.85	0.87	0.93	0.91	0.87	0.91	0.94	0.89	0.94	0.95	0.97	0.94	0.95	0.82	1.04	1.09	1.01	1.00	0.89	0.93		0.94
Settled Water	NTU	n/a	0.08	0.10	0.12	0.11	0.11	0.09	0.05	0.09	0.28	0.12	0.08	0.11	0.11	0.12	0.08	0.09	0.11	0.10	0.05	0.07	0.10	0.08	0.07	0.10	0.09	0.11	0.10	0.08	0.07	0.08		0.10
Treated Water	NTU	1	0.08	0.01	0.06	0.01	0.03	0.06	0.05	0.05	0.04	0.08	0.06	0.06	0.05	0.05	0.07	0.08	0.07	0.07	0.08	0.09	0.09	0.07	0.08	0.01	0.01	0.07	0.08	0.07	0.06	0.05		0.06
Other Operating Parameters																																		
pH - Treated Water	no units	6.5 to 8.5	7.30	7.32	7.27	7.26	7.25	7.39	7.35	7.47	7.57	7.49	7.46	7.34	7.31	7.42	7.46	7.39	7.31	7.28	7.25	7.34	7.32	7.36	7.44	7.32	7.37	7.40	7.39	7.39	7.35	7.38		7.37
pH - Settled water	no units	n/a	6.41	6.50	6.37	6.39	6.36	6.44	6.45	6.40	6.21	6.10	6.15	6.19	6.33	6.04	6.04	6.01	6.16	6.13	6.09	6.09	6.09	6.10	6.01	6.12	6.09	6.11	6.09	6.12	6.12	6.13		6.19
pH - Raw Water	no units	n/a	7.14	7.09	7.10	7.12	7.08	7.08	7.10	7.00	7.08	7.19	6.99	6.96	6.98	6.96	6.97	7.09	7.01	7.06	7.08	7.06	7.03	7.08	7.09	7.09	6.98	7.08	7.06	7.12	7.1	7.13		7.06
FAC - Treated Water	mg/l	0.2 to 4	2.14	2.12	2.04	2.05	2.01	2.21	2.11	2.07	2.07	2.09	2.12	2.09	2.09	2.09	2.10	2.02	2.09	2.13	2.27	2.34	2.14	2.12	2.14	2.04	2.06	2.10	2.05	2.10	2.13	2.04		2.11
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.30	2.46	2.22	2.32	2.28	2.26	2.46	2.42	2.50	2.56	2.24	2.60	2.38	2.44	2.22	2.28	2.38	2.36	2.62	2.72	2.34	2.66	2.40	2.34	2.32	2.34	2.29	2.35	2.31	2.33		2.39
Temperature	°C	15	5.0	5.0	5.0	5.0	5.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	6.0	7.0	6.0	6.0	7.0	7.0	6.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	7.0	8.0	8.0		6.6	
Fluoride used (Total Daily Consumption)	kg	n/a	18.0	17.0	16.0	17.0	17.0	17.0	17.0	16.0	16.0	17.0	14.0	17.0	15.0	15.0	15.0	15.0	17.0	18.0	19.0	18.0	18.0	17.0	18.0	17.0	17.0	18.0	17.0	17.0	17.0	17.0	504.00	16.8
Chlorine used (Total Daily Consumption)	kg	n/a	18.0	18.0	19.0	18.0	19.0	19.0	19.0	18.0	19.0	18.0	17.0	19.0	18.0	18.0	18.0	15.0	20.0	20.0	20.0	19.0	18.0	19.0	19.0	17.0	19.0	19.0	19.0	18.0	19.0	19.0	555.00	18.5
Soda Ash (Total Daily Consumption)	kg	n/a	185.4	182.4	185.4	186.1	189.1	189.8	185.0	184.6	184.6	192.4	172.4	192.8	185.4	185.4	186.1	185.4	183.2	185.4	190.6	183.2	186.1	185.7	188.0	178.3	187.2	194.6	190.2	186.5	186.5	187.2	5584.78	186.2
Soda Ash - Dosage	mg/l	n/a	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0	37.0		37.0
Alum residual - (Total Daily Consumption)	kg	n/a	170.3	167.6	170.3	171.0	173.7	174.4	170.0	169.7	169.7	176.8	158.4	177.1	170.3	170.3	171.0	170.3	168.3	170.3	175.1	168.3	171.0	170.7	172.7	163.9	172.0	178.8	174.8	171.4	171.4	172.0	5131.96	171.1
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
Alum residual - Treated Water	mg/l	0.1	0.04	0.02	0.04	0.02	0.02	0.02	0.01	0.02	0.03	0.04	0.03	0.02	0.02	0.04	0.04	0.02	0.04	0.03	0.03	0.01	0.04	0.02	0.03	0.06	0.04	0.05	0.06	0.02	0.01	0.02		0.03
Poly bags added (25 kg bags)	kg	n/a	0.5							0.5			0.5					0.5			0.5							0.5				0.5	87.5	

MAC - maximum acceptable range

Minimum	Maximum
4.66	5.26
58.06	59.19
2.55	4.00
61.42	69.98

Flow Data APRIL	Units	2019		2020		2021	
Total Raw Water	m ³		146840		149220		150940
Raw Maximum Day	m ³		6220		5770		5260
Raw Minimum Day	m ³		4060		3820		4660
Raw Average Daily Consumption	m ³		5060		5150		5030
Total Treated Water	m ³		106270		96350		99400
Treated Water Maximim Day Consumption	m ³		4330		3640		4000
Treated Water Minimim Day Consumption	m ³		2910		2730		2550
Treated Water Average Day Consumption	m ³		3540		3210		3310
Daily Average Per Household Consumption Rate	m ³		0.936		0.849		0.875
* Daily Average Per Person Consumption Rate	m ³		0.443		0.402		0.414
Monthly Averages - Operating Parameters WTP:							
FAC Residual - Treated Water	mg/L		2.13		2.2		2.11
Total Chlorine Residual - Treated Water	mg/L		2.36		2.28		2.39
Aluminum Sulphate - Raw Water	mg/L		35.0		35.0		34.0
Aluminum Sulphate - Treated Water Residual	mg/L		0.03				0.03
Fluoride - Treated Water	mg/L		0.63		0.72		0.70
Soda Ash - Raw Water	mg/L		35.0		35.0		37.0
pH - Adjusted	mg/L		6.99		6.94		7.37
Temperature	°C		4.1		5.4		6.6
Quantity of Chemical Used:							
Aluminum Sulphate	kg		5312.3		5399.8		5131.96
Polyelectrolyte	kg		75.0		62.5		87.5
Chlorine Gas	kg		579		605		555
Soda Ash - Used for pH Adjustment	kg		5312.3		5399.8		5584.78
Fluoride	kg		442		736		504

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

* Population is 7986

* Number of Households is 3783












April 2021 WTP


Final Audit Report

2021-06-03

Created:	2021-06-03
By:	Craig Miller (cmiller@fortfrances.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAnmGDw8rM3Hk2XsU_KKb9fiV3rqpswAS2

"April 2021 WTP" History

-  Document created by Craig Miller (cmiller@fortfrances.ca)
 2021-06-03 - 7:04:18 PM GMT- IP address: 216.211.31.9
-  Document emailed to Greg Wiedenhoeft (gwiedenhoeft@fortfrances.ca) for signature
 2021-06-03 - 7:04:59 PM GMT
-  Email viewed by Greg Wiedenhoeft (gwiedenhoeft@fortfrances.ca)
 2021-06-03 - 7:26:29 PM GMT- IP address: 216.211.31.9
-  Document e-signed by Greg Wiedenhoeft (gwiedenhoeft@fortfrances.ca)
 Signature Date: 2021-06-03 - 7:27:37 PM GMT - Time Source: server- IP address: 216.211.31.9
-  Document emailed to Craig Miller (cmiller@fortfrances.ca) for signature
 2021-06-03 - 7:27:38 PM GMT
-  Email viewed by Craig Miller (cmiller@fortfrances.ca)
 2021-06-03 - 7:44:04 PM GMT- IP address: 216.211.31.9
-  Document e-signed by Craig Miller (cmiller@fortfrances.ca)
 Signature Date: 2021-06-03 - 7:46:09 PM GMT - Time Source: server- IP address: 216.211.31.9
-  Document emailed to Travis Rob (trob@fortfrances.ca) for signature
 2021-06-03 - 7:46:11 PM GMT
-  Email viewed by Travis Rob (trob@fortfrances.ca)
 2021-06-03 - 9:10:31 PM GMT- IP address: 216.211.31.9
-  Document e-signed by Travis Rob (trob@fortfrances.ca)
 Signature Date: 2021-06-03 - 9:11:19 PM GMT - Time Source: server- IP address: 216.211.31.9
-  Document emailed to Dawn Galusha (dgalusha@fortfrances.ca) for signature
 2021-06-03 - 9:11:21 PM GMT

 Email viewed by Dawn Galusha (dgalusha@fortfrances.ca)

2021-06-03 - 9:41:34 PM GMT- IP address: 216.211.31.9

 Document e-signed by Dawn Galusha (dgalusha@fortfrances.ca)

Signature Date: 2021-06-03 - 9:42:00 PM GMT - Time Source: server- IP address: 216.211.31.9

 Agreement completed.

2021-06-03 - 9:42:00 PM GMT

June 4, 2021

Report To: Mayor & Council

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

SUBJECT: May 2021 Drinking Water Systems Monthly Summary Report

Please find attached the May 2021 Summary Report on the drinking water systems, prepared by Greg Wiedenhoeft, Senior WTP Operator.

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

Respectfully submitted,
Operations & Facilities Division

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

Council approval of this report will accept the May 2021 report prior to it being made available to the general public.
--

c.c. – Craig Miller, P.Eng., Environmental Superintendent
Greg Wiedenhoeft, ORO, Senior WTP Operator

May 2021

**Monthly Summary Report
Water Systems**

**Prepared by: Greg Wiedenhoeft, ORO
Senior Water Treatment Plant Operator**

Dated: June 2, 2021

1) Introduction:

This report contains the major maintenance activities and operational events that occurred during the month of May 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 0.21m³

Estimated May Usage 6.51 m³

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

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

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

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

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

Water distribution samples taken at the following locations:

1. 943 Third St. E.	2. 1309 Kings Hwy.	3. 900 Wright Ave.	4. W. Tower
5. 218 Third St. E.	6. 900 Wright Ave.	7. 401 Kings Hwy.	8. W. Tower
9. 218 Third St. E.	10. 900 Wright Ave.	11. 401 Kings Hwy.	12. W. Tower
13. 900 Wright Ave.	14. 401 Kings Hwy.	15. 218 Third St. E.	16. W. Tower
17. 218 Third St. E.	18. 900 Wright Ave.	19. 800 Calder Dr.	20. W. Tower

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

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

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

Water distribution sample taken March 16, 2021 – 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:

May 05th worked on settled water sample pump.

May 6th - cleaned top and bottom tanks on the poly unit.
 - cleaned all four (4) check valves on the poly unit.
 -cleaned soda ash line.

May 7th - tightened drive belt on poly unit aging mixer.

May 13th - cleaned top and bottom tanks on the poly unit.
 - cleaned all four (4) check valves on the poly unit.

May 17th - calibrated the Distribution Chlorine Analyzer.
 -calibrated the Fluoride Analyzer.

May 20th -cleaned top and bottom tanks on the poly unit.
 - cleaned all four (4) check valves on the poly unit.

May 27th -ran generator for 1 hour.
 -took grab samples from filters.

May 28th - cleaned top and bottom tanks on the poly unit.
 - cleaned all four (4) check valves on the poly unit.

8) **Water Complaints:**

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

9) **Other Miscellaneous Information:**

May 3rd - took weekly routine micro samples.

May 5th - Received a load of Alum

May 10th - took weekly routine micro samples.
 -took samples for watermain repair at Fourth and Wright 1st set.
 -took seasonal sample at Sorting Gap.
 -Sunset Protection Tested Fire alarm.
 -cleaned soda ash line from hopper to silo.

May 11th -took samples for watermain repair at Fourth and Wright 2nd set
 -took seasonal samples for camp sites and Vandura washroom.
 -ordered reagents for testing.

May 17th - took weekly routine micro samples.

May 19th - took monthly TSS and Total Cl₂ samples from filter # 3 backwash.

May 20th - Flushed Poly lines to Clarifier # 1 and # 2.

May 25th - took weekly routine micro samples.





May 26th – ordered 40 bags of poly.

May 27th – changed UPS on Cl₂ scale.

May 28th - checked media depth on filter # 3.

May 31st - took weekly routine micro 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:

- Greg Wiedenhoeft, Overall Responsible Operator: 
Greg Wiedenhoeft (Jun 3, 2021 14:29 CDT)
- Craig Miller, P.Eng. Environmental Superintendent: 
- Travis Rob, P.Eng. Manager of Operations & Facilities: 
- Acting CAO: 
Dawn Galusha (Jun 3, 2021 16:43 CDT)
- 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 Greg Wiedenhoeft, Overall Responsible Operator at 274-2325.

Town of Fort Frances - Water treatment Plant - Water Works # 220000978
Monitoring Record
May-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 m³	17	4.97	4.91	5.28	5.09	5.09	5.09	5.08	4.99	5.10	5.18	4.96	5.10	5.10	5.11	4.89	5.07	5.35	5.21	5.12	5.09	5.13	5.10	5.09	5.24	5.25	5.16	5.17	5.14	5.04	5.16	5.26	158.52	5.11
Peak Instantaneous - Raw Water	l/s	n/a	59.26	59.28	59.36	59.36	59.40	59.48	59.41	59.45	59.53	59.53	59.56	59.55	59.56	59.61	59.53	59.56	59.69	59.83	59.95	59.83	60.16	60.26	60.51	60.72	60.51	60.47	60.26	60.23	60.34	60.24	60.17		59.83
Treated Water	1000 m³	17	3.29	3.26	3.70	3.35	3.14	3.46	3.56	3.29	3.52	3.42	3.40	4.11	4.20	3.97	3.68	3.61	4.33	4.95	4.57	4.09	3.38	3.00	3.23	2.86	3.69	3.84	3.41	3.42	4.03	3.54	3.99	113.29	3.65
Peak Instantaneous - Treated Water	l/s	n/a	66.73	62.57	62.57	66.31	62.83	65.61	62.28	62.75	62.51	62.52	63.43	64.35	65.11	64.56	67.47	63.82	65.74	67.90	66.20	65.37	62.09	64.13	64.64	62.39	64.58	64.99	62.83	63.87	66.56	63.95	64.37		64.36
BackWash Water	1000 m³	n/a	0.27	0.25	0.29	0.27	0.25	0.30	0.27	0.26	0.29	0.26	0.26	0.29	0.27	0.26	0.29	0.27	0.26	0.28	0.27	0.25	0.28	0.26	0.25	0.28	0.27	0.26	0.29	0.27	0.26	0.284	0.265	8.327	0.269
Fluoride Information																																			
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.61	0.67	0.63	0.63	0.62	0.70	0.68	0.70	0.70	0.70	0.70	0.73	0.73	0.73	0.72	0.72	0.68	0.62	0.61	0.63	0.64	0.66	0.66	0.66	0.67	0.68	0.67	0.66	0.66	0.65	0.66		0.67
Turbidity Information																																			
Raw Water	NTU	n/a	0.92	0.87	1.05	1.07	0.87	0.87	0.94	0.92	1.02	1.00	0.99	0.99	1.14	0.74	0.50	0.52	0.60	0.73	0.59	0.69	0.80	0.89	0.86	1.12	1.03	1.08	1.21	1.18	1.23	1.27	1.04		0.93
Settled Water	NTU	n/a	0.07	0.06	0.07	0.09	0.08	0.08	0.09	0.08	0.08	0.07	0.10	0.09	0.10	0.08	0.05	0.08	0.04	0.07	0.06	0.08	0.09	0.07	0.10	0.11	0.10	0.11	0.10	0.11	0.11	0.12	0.08		0.08
Treated Water	NTU	1	0.06	0.07	0.06	0.06	0.05	0.05	0.05	0.05	0.05	0.08	0.08	0.05	0.06	0.01	0.01	0.01	0.01	0.04	0.06	0.06	0.08	0.06	0.06	0.04	0.06	0.05	0.07	0.06	0.06	0.06	0.06		0.05
Other Operating Parameters																																			
pH - Treated Water	no units	6.5 to 8.5	7.30	7.32	7.40	7.36	7.33	7.2	7.17	7.22	7.13	7.23	7.22	7.28	7.21	7.17	7.13	7.13	7.14	7.10	7.11	7.13	7.30	7.11	7.14	7.1	7.04	7.08	7.09	7.08	7.04	7.07	7.08		7.17
pH - Settled water	no units	n/a	6.19	6.17	6.14	6.24	6.21	6.21	6.28	6.31	6.32	6.26	6.25	6.23	6.32	6.30	6.29	6.30	6.31	6.19	6.20	6.21	6.24	6.22	6.24	6.25	6.25	6.36	6.30	6.37	6.31	6.28	6.29		6.26
pH - Raw Water	no units	n/a	7.11	7.08	7.23	7.16	7.15	7	7.04	7.04	7.17	7.12	7.04	7.07	7.20	7.15	7.22	7.15	7.32	7.03	6.95	6.95	6.99	6.93	6.93	6.89	6.92	6.84	6.91	6.98	6.96	7.00	6.94		7.05
FAC - Treated Water	mg/l	0.2 to 4	2.00	2.05	2.09	1.99	2.07	2.18	2.09	2.06	2.02	1.89	1.78	1.86	1.67	2.09	2.18	2.07	2.12	2.16	2.20	2.09	2.02	2.03	2.02	2.09	2.01	2.09	2.00	2.06	2.09	2.09	2.11		2.04
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.30	2.34	2.29	2.22	2.22	2.45	2.36	2.38	2.30	2.16	2.13	2.08	1.95	2.42	2.39	2.49	2.49	2.50	2.58	2.49	2.45	2.34	2.39	2.37	2.41	2.36	2.32	2.32	2.40	2.42	2.39		2.35
Temperature	°C	15	8.0	8.0	8.0	9.0	9.0	9.0	8.0	8.0	9.0	9.0	9.0	10.0	10.0	10.0	10.0	10.0	11.0	11.0	11.0	12.0	12.0	12.0	12.0	13.0	14.0	14.0	13.0	13.0	13.0	13.0	14.0		10.7
Fluoride used (Total Daily Consumption)	kg	n/a	16.0	16.0	17.0	16.0	16.0	15.0	16.0	15.0	16.0	16.0	16.0	16.0	19.0	18.0	18.0	18.0	19.0	18.0	18.0	18.0	17.0	17.0	17.0	17.0	16.0	16.0	16.0	16.0	16.0	16.0	16.0	517.00	16.7
Chlorine used (Total Daily Consumption)	kg	n/a	19.0	17.0	20.0	19.0	19.0	19.0	19.0	19.0	19.0	19.0	17.0	18.0	18.0	21.0	20.0	21.0	22.0	21.0	22.0	20.0	22.0	21.0	21.0	22.0	22.0	21.0	22.0	21.0	21.0	22.0	21.0	625.00	20.2
Soda Ash (Total Daily Consumption)	kg	n/a	183.9	181.7	195.4	188.3	188.3	188.3	188.0	184.6	188.7	191.7	183.5	188.7	188.7	189.1	180.9	187.6	198.0	192.8	189.4	188.3	189.8	188.7	188.3	193.9	194.3	190.9	191.3	190.2	186.5	190.9	194.6	5865.24	189.2
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	169.0	166.9	179.5	173.1	173.1	173.1	172.7	169.7	173.4	176.1	168.6	173.4	173.4	173.7	166.3	172.4	181.9	177.1	174.1	173.1	174.4	173.4	173.1	178.2	178.5	175.4	175.8	174.8	171.4	175.4	178.8	5389.68	173.9
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	0.01	0.01	0.03	0.01	0.04	0.04	0.04	0.03	0.05	0.02	0.03	0.06	0.06	0.04	0.02	0.05	0.02	0.03	0.05	0.03	0.03	0.05	0.01	0.01	0.01	0.03	0.03	0.01	0.01	0.06		0.03
Poly bags added (25 kg bags)	kg	n/a								0.5					0.5								0.5					0.5							62.5

* MAC - maximum acceptable range

Minimum	Maximum
4.89	5.35
59.26	60.72
2.86	4.95
62.09	67.90

Flow Data MAY	Units	2019	2020	2021
Total Raw Water	m ³	160760	155620	158520
Raw Maximum Day	m ³	6200	5280	5350
Raw Minimum Day	m ³	4890	4720	4890
Raw Average Daily Consumption	m ³	5190	5020	5110
Total Treated Water	m ³	115440	108720	113290
Treated Water Maximim Day Consumption	m ³	4850	4240	4950
Treated Water Minimim Day Consumption	m ³	2810	3040	2860
Treated Water Average Day Consumption	m ³	3710	3520	3650
Daily Average Per Household Consumption Rate	m ³	0.981	0.930	0.965
* Daily Average Per Person Consumption Rate	m ³	0.465	0.441	0.457
Monthly Averages - Operating Parameters WTP:				
FAC Residual - Treated Water	mg/L	2.24	2.12	2.04
Total Chlorine Residual - Treated Water	mg/L	2.46	2.35	2.35
Aluminum Sulphate - Raw Water	mg/L	35.0	35.0	34.0
Aluminum Sulphate - Treated Water Residual	mg/L	0.03	0.07	0.03
Fluoride - Treated Water	mg/L	0.62	0.75	0.67
Soda Ash - Raw Water	mg/L	35.0	35.0	37.0
pH - Adjusted	mg/L	7.19	6.98	7.17
Temperature	°C	2.0	2.0	10.7
Quantity of Chemical Used:				
Aluminum Sulphate	kg	5626.6	5446.7	5389.68
Polyelectrolyte	kg	75	62.5	62.5
Chlorine Gas	kg	621	617	625
Soda Ash - Used for pH Adjustment	kg	5626.6	5446.7	5865.24
Fluoride	kg	581	693	517

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

* Population is 7986

* Number of Households is 3783












May 2021 WTP


Final Audit Report

2021-06-03

Created:	2021-06-03
By:	Craig Miller (cmiller@fortfrances.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAADPndI21CjzuVI5X5arGd4yJS_hJWnBS2

"May 2021 WTP" History

-  Document created by Craig Miller (cmiller@fortfrances.ca)
 2021-06-03 - 7:06:01 PM GMT- IP address: 216.211.31.9
-  Document emailed to Greg Wiedenhoeft (gwiedenhoeft@fortfrances.ca) for signature
 2021-06-03 - 7:06:44 PM GMT
-  Email viewed by Greg Wiedenhoeft (gwiedenhoeft@fortfrances.ca)
 2021-06-03 - 7:27:53 PM GMT- IP address: 216.211.31.9
-  Document e-signed by Greg Wiedenhoeft (gwiedenhoeft@fortfrances.ca)
 Signature Date: 2021-06-03 - 7:29:29 PM GMT - Time Source: server- IP address: 216.211.31.9
-  Document emailed to Craig Miller (cmiller@fortfrances.ca) for signature
 2021-06-03 - 7:29:31 PM GMT
-  Email viewed by Craig Miller (cmiller@fortfrances.ca)
 2021-06-03 - 7:46:22 PM GMT- IP address: 216.211.31.9
-  Document e-signed by Craig Miller (cmiller@fortfrances.ca)
 Signature Date: 2021-06-03 - 7:46:38 PM GMT - Time Source: server- IP address: 216.211.31.9
-  Document emailed to Travis Rob (trob@fortfrances.ca) for signature
 2021-06-03 - 7:46:40 PM GMT
-  Email viewed by Travis Rob (trob@fortfrances.ca)
 2021-06-03 - 9:11:33 PM GMT- IP address: 216.211.31.9
-  Document e-signed by Travis Rob (trob@fortfrances.ca)
 Signature Date: 2021-06-03 - 9:12:46 PM GMT - Time Source: server- IP address: 216.211.31.9
-  Document emailed to Dawn Galusha (dgalusha@fortfrances.ca) for signature
 2021-06-03 - 9:12:48 PM GMT

 Email viewed by Dawn Galusha (dgalusha@fortfrances.ca)

2021-06-03 - 9:42:45 PM GMT- IP address: 216.211.31.9

 Document e-signed by Dawn Galusha (dgalusha@fortfrances.ca)

Signature Date: 2021-06-03 - 9:43:06 PM GMT - Time Source: server- IP address: 216.211.31.9

 Agreement completed.

2021-06-03 - 9:43:06 PM GMT



ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2021/30

TO: Mayor Caul & Members of Council
FROM: Dawn Galusha, Treasurer
DATE: June 8, 2021
SUBJECT: Councillor Douglas Judson– NOMA Annual General Meeting and Conference
 Per Diem

BACKGROUND

Attached is a Schedule “F” Travel Statement – Mayor/Council Honorarium per diems in the amount of \$320.00 to attend the NOMA Annual General Meeting and Conference virtually on April 28-30, 2021 as submitted by Councillor Douglas Judson.

The per diem claim is in compliance with Town of Fort Frances By-Law 02/10-E Schedule ‘A’.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the Schedule “F” Travel Statement – Mayor/Council Honorarium per diem claim in the total amount of \$320.00 as submitted by Councillor Douglas Judson for virtually attending the NOMA Annual General Meeting and Conference on April 28-30, 2021.


Council Approval of this Report will agree to the Administration & Finance Executive Committee recommendation to approve the Schedule “F” Travel Statement- Mayor/Council Honorarium per diem in the total amount of \$320.00 as submitted by Councillor Douglas Judson for attending the NOMA Annual General Meeting and Conference held virtually on April 28-30, 2021.

**TOWN OF FORT FRANCES – SCHEDULE “F”
TRAVEL STATEMENT – MAYOR / COUNCIL HONORARIUM**

Attendee	<i>Councillor Douglas W. Judson</i>
Conference / Seminar Attended	<i>NOMA Annual General Meeting</i>
Location	<i>Virtual</i>
Dates	<i>Wednesday, April 28, 2021 to Friday, April 30, 2021</i>

Details of Per Diem

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date			Apr 28	Apr 29	Apr 30			2
Amount			\$80	\$160	\$80			\$320

Name (Please Print) <i>Douglas W. Judson</i>	Signature 
Approved	Date <i>May 24, 2021</i>

To be submitted to Payroll for processing when approved by Council

2021 NOMA Annual Meeting & Conference Agenda

Wednesday, April 28, 2021 Location: Virtual

- 11:30 am (EST) **Visit Exhibitor Booths**
- 12:00 pm **Conference Welcome & Opening Remarks**
Call to Order & Greetings from
Mayor Wendy Landry, NOMA President
Peter Collins, Chief, Fort William First Nation
Mayor Robin Jones, ROMA President
Councillor Danny Whalen, FONOM President
Roll Call
- 12:10 pm **Keynote: The Honourable Doug Ford, Premier of Ontario**
- 12:20 pm **Andrea Horwath, Leader of the Official Opposition, NDP introduced by Judith Monteith Farrell, MPP Thunder Bay – Atikokan**
- 12:35 pm **Steven Del Duca, Leader of Ontario Liberal Party introduced by Michael Gravelle, MPP Thunder Bay – Superior North**
- 12:45 pm **Keynote: AMO Update**
Presented by: Graydon Smith, President & Monika Turner, Director of Policy
- 1:30 pm **NWMO: Implementing Reconciliation**
Presented by: Bob Watts, Vice-President of Indigenous Relations & Strategic Programs
- 2:15 pm **Exhibitor Booth Break**
- 2:45 pm **LAS: Working for Communities in a Post Pandemic World**
Presented by: Jeff Barten, Energy & Asset Services Manager & Eleonore Schneider, Program Manager
- 3:15 pm **Hydro One Fireside Chat: Supporting Northwestern Ontario's Growth Potential**
Presented by: Jason Fitzsimmons, Chief Corporate Affairs & Customer Care Officer
- 4:00 pm **Exhibitor Booth Break**
- NOMA Annual General Meeting (74/75th)**
- 4:30 - 5:30 pm (EST)
1. Call to Order
 2. Approval of minutes of 73rd Annual General meeting
 3. Approval to receive the Presidents Report
 4. Approval of Auditors Report & 2019 and 2020 Financial Statements
 5. Appointment of Auditors for 2021
 6. Approval of 2021 Operating Estimates
 7. Business Transacted
 8. New Business
 9. Resolutions Committee
 10. Approval to receive Committee & District Associations Reports
 11. Adjournment

Thursday, April 29, 2021: Virtual

- 9:00 am (EST) **Exhibitor Booth Break**
- 9:30 am **Strengthening Municipalities Through Energy Choices**
Presented by: Terry Young, Interim President and Chief Executive Officer, IESO
- 10:00 am **Our Energy Transition at Enbridge Gas Inc**
Presented by: Luke Skaarup, Director Operations, Northern Region & Nicole Lehto, Operations Manager, North West
- 10:45 am **Exhibitor Booth Break**
- 11:15 am **Electronic Meetings: How to Keep Virtual Municipal Meetings Open and Accessible**
Ombudsman Ontario
Presented by: Lauren Chee-Hing, Legal Counsel
- 12:00 pm **Ontario's Forest Industry: Sustaining Green Economic Recovery**
Presented by: Ian Dunn, President and CEO, OFIA
- 12:45 pm **Hon. Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs**
- 12:50 pm **Lunch & Visit Exhibitor Booths**
- 1:30 pm **Frank Cowan Company: Risk Mitigation and COVID-19**
Presented by: Jessica Jaremchuk, Director Risk Management Services
- 2:15 pm **Tourism & Municipalities - Working together in the North**
Moderator: Chris Bloore, VP Policy & Government Affairs Tourism Industry Association of Ontario
Panel: Rick Layzell – Executive Director – Boating Ontario, Kevin Eshkawkogan – President & CEO – Indigenous Tourism Ontario, Isabelle deBruyn – Tourism Manager – SEO, David MacLachlan – Destination Northern Ontario & Laurie Marcil – Nature and Outdoors Tourism Ontario
- 3:00 pm **CMHC Outreach: Affordable Housing and the Local Economy**
Presented by: Arlene Etchen, Outreach Specialist for Canada Mortgage and Housing Corporation
- 3:30 pm **Exhibitor Booth Break**
- 4:00 pm **Dealer's Choice: Project Methodology Selection**
Presented by: Gord Wickham, Vice President, Colliers Project Leaders
- 4:45 pm **Building a Resilient Non-Profit sector in Ontario**
Presented by: Katharine Bambrick, CEO, Ontario Trillium Foundation
- 5:30 pm (EST) **Conclusion of Day's Events**

Friday, April 30, 2021 Location: Virtual

- 9:00 am (EST) **Ontario Northland Transportation Update**
Presented by: Corina Moore, President and CEO
- 9:30 am **MPAC Updates**
Presented by: Carmelo Lipsi, Vice President & Chief Operating Officer & Mary Dawson-Cole, Regional Manager, Northern Ontario, Municipal Property Assessment Corporation (MPAC)
- 10:00 am **NOSM Update: Rural Physicians**
Presented by: Dr William McCready, Senior Advisor to the Dean, Thunder Bay Campus, Northern Ontario School of Medicine
- 10:30 am **Health Break & Live Q/A with MPAC**
- 10:45 am **Employing New Immigrants: Community and Organizational Inclusion Challenges in Northwestern Ontario**
Presented by: Dr. Kathy Sanderson, Assistant Professor, Ryan Hron, Research Assistant, and Julia Whitney, Research Assistant, Faculty of Business Administration, Lakehead University
- 11:30 am **Hon. Steve Clark, Minister of Municipal Affairs & Housing**
- 11:40 am **Lunch Break**
- 12:20 pm **Hon. Greg Rickford, Minister of Energy, Northern Development & Mines & Indigenous Affairs**
- 12:30 pm **Minister Forum**
Hon. Steve Clark, Minister of Municipal Affairs & Housing
Hon. Greg Rickford, Minister of Energy, Northern Development & Mines & Indigenous Affairs
Hon. Vic Fedeli, Minister of Economic Development, Job Creation, and Trade
Hon. Jeff Yurek, Minister of the Environment, Conservation and Parks
Hon. Laurie Scott, Minister of Infrastructure
Hon. Caroline Mulroney, Minister of Transportation
Hon. John Yakabuski, Minister of Natural Resources and Forestry
Hon. Michael Tibollo, Minister of Mental Health
Hon. Bill Walker, Minister of Energy
Hon. Lisa MacLeod, Minister of Heritage, Tourism & Culture
- 1:30 pm (EST) **End of conference**

Date: June 3rd, 2021

Report To: Planning & Development Executive Committee.

From: Patrick Briere, By-Law Enforcement Officer

RE: May Activities for By-Law Enforcement Department.

Please see the below information for the month of May activities for this department.

Operational Constraints

May 2021

Animal Pound Statistics

Impounded Dogs	1
Impounded Cats	0
After Hours Visits	0
Total Shelter Visits for Month 10	

Monthly Parking Statistics

Tickets for Month	3
Ticket by OPP	0
Monthly Total	3
Yearly Total Issued	113

Daily Activities completed by By-Law Officers.

- Animal Pound Activities.
- Pawn Shop Visits.
- Checking Parking Equipment (Repairs/Maintenance to Meter Equipment).
- Garbage Collection Issues.
- Fine Box Collections & Ticket Processing.

Other Duties Completed by By-Law Officers

- Month End Office Reports.
- Parking Enforcement Complaint Driven.
- OPP Monthly Parking Stats.
- Weekly Mileage for Civic Centre Vehicles.
- Emergency Management COVID-19 Response.
- Emergency Management 2021 Compliance Begun.
- Operation Walleye Full Scale Exercise Planning Meetings.
- OFMEM PEOC Calls Twice per Week.
- Amethyst Sector (Emergency Management) CEMC Bi-Weekly Calls.
- NWHU Vaccination Task Force Meetings Weekly.
- JHSC Activities & Monthly Inspections.
- Monthly Activities Reporting to PDEC.
- OFMEM EEPMO Project Meetings.

- OAPSO Fall Chapter Meeting Planning
- Maintain/Attend Town Vehicle's in Parking Lot (Civic Centre).
- NWHU Section 22 Order Implementation.
- Monitoring NW Region Fire Hazards.

Occurrence Type (Complaints & Information)	Calls for Service/Complaints
Fireworks (Includes Inquiries)	2
Parking (Includes Inquiries)	9
Animals (Includes Inquiries)	8
Business Licensing (Includes Inquiries)	12
Property Standards (Includes Landlord/Tenant & Grass Cutting)	20 PS + 35 Grass = 55 Total
Taxi (Includes Inquiries)	6
Sign Permits (Includes Inquiries)	5
Moving Permits (Includes Inquiries)	1
Retail Holiday Act (Includes Inquiries)	5
Heavy Trucks (Includes Inquiries)	3
Waste Management (Includes Asselin Forms)	11
Fences (Includes Inquiries)	16
COVID Legislation/Vaccination	4
OPP Call Outs/Questions	1
Building Code/Zoning Issues (Includes Tents, Trailers, etc).	6
Cannabis (Includes Inquiries)	2
Noise Issues (Includes Inquiries)	5
Fire Issues (Includes Inquiries)	6
Water Permits (Includes Inquiries & Enforcement)	15
TOTAL CALLS FOR SERVICE	161

Respectfully submitted,

Original Signed By

Patrick Briere, CMM III, Property Standards Professional
 MLEO/Public Information Officer, Planning & Development Division
 PH: 1-807-274-5323 ext. 1218
pbriere@fortfrances.ca



FIRE RESCUE SERVICE

"PRIDE & HONOUR"

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



APRIL 2021 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Total Hours: Incidents; Training; Public Education; and Public Service etc.	Training Sessions:	Public Ed & Prevention; Public Events; Public Service:	Fire Safety Standards Enforcement Inspections / Re-inspections for 2021:	Fire Drills	Paramedic Assist Calls:	Fire Calls:	Fire Loss estimated values in Dollars:
18.75	2	3	25	0	2	6	N/A
Alarm Calls:	MVC Calls:	Water Related Rescue Calls:	(CO) Carbon Monoxide / Gas Leak Calls:	Hazmat Calls:	Mutual Aid Calls:	Other Calls:	Tickets Issued:
3	0	2	1	0	0	3	0

TEAM MEMBERS RESPONDED TO 17 EMERGENCY RESPONSE CALLS DURING APRIL 2021.

Total Hours:

- **12.92 Hours** was spent on responding to emergency incidents.
- **1.83 Hours** was spent on providing public service.
- **4 Hours** was spent on training.

April Emergency Response Calls %: Day Shift versus Night Shift

Day Shift (07:00 – 19:00) Calls	82%
Night Shift (19:00 – 07:00) Calls	18%

2021 Emergency Response Calls by Month to Date

January	12
February	10
March	16
April	17
Total Calls to Date	55
Average Calls Per Month to Date	13.75

Fire Prevention Inspections / Re-inspections:

For the month of April, fire safety standards and enforcement inspections were suspended due to the COVID-19 pandemic.



FIRE RESCUE SERVICE

"PRIDE & HONOUR"

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

APRIL 2021 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC



Fire Response Calls: 6 Calls.

- 2 of the calls involved house fires, which were quickly extinguished due to the rapid response of our on-shift duty fire officer and other team members. Well done! On an added note ... the cause of these two fires was determined to be accidental in nature. The origin of these two fires was determined to have started outside of the residences. As well, no one was injured.
- 1 call involved left over embers of a campfire north of the old Sixth Street School site.
- 1 call was a grass fire along the shoreline of the lower river.
- 1 call involved a dump trailer fire.
- 1 call involved a dumpster fire.

CO (Carbon Monoxide) Calls: 1 Call, which was a false alarm.

Fire Alarm Calls: 3 False Fire Alarm Calls.

Other Calls: 3 Calls.

- Two calls involved investigating complaints.
- One call involved an elevator rescue.

Water Related Rescue Calls: 2 Calls, which involved a person on a Windsurfer in Sand Bay.

Paramedic Service Assistance Calls: 2 Calls.

Official Fulltime Firefighter Retirement: Captain Dave Crichton officially retired from the Town of Fort Frances Fire Rescue Service effective April 30, 2021. Congratulations Dave! Wishing you a happy retirement!

Official New Fulltime Firefighter Hire: Real DeGagne officially will be starting with the Town of Fort Frances Fire Rescue Service as a Fifth Class Fire Fighter, effective May 1, 2021. Well done Real! Your value-added skills will prove of great value to our town's fire rescue service.

Public Fire Safety Education:

Weekly Fire & Life Safety Tips continue to be published in the Thursday edition of the Fort Frances Bulletin, as well as on our towns official Facebook Page. For the month of April ... one of the Safety Shares we posted on our towns Facebook Page was SPRING CLEANING TIPS to help improve home's safety.



FIRE RESCUE SERVICE

"PRIDE & HONOUR"

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

APRIL 2021 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC



Message from the Fire Chief and OPP Awards

I would like to give a shout out to two of our team members, Doug Wright, and Mike Barlow. These two firefighters assisted the OPP with a very dangerous life-saving attempt on an isolated Island on Rainy Lake in 2019.

Doug and Mike both stepped up and went above and beyond that night and put their personal safety at risk ... to not only try to save a life ... but to support the OPP in a very dangerous rescue attempt.

The Fort Frances Fire Rescue Service is very proud of our team members who displayed courage in the face of adversity and executed their duties in a commendable manner.

As well, I also would like to give a shout out to Captain Rob Dokuchie, Fire Officer Brad Townson, and Captain Wayne Riches. Captain Rob Dokuchie and Fire Officer Brad Townson also responded to the isolated Island, while Captain Wayne Riches and Tyler Moffitt provided firehall coverage.

OPP Awards Ceremony Held April 2021



Left to right are:

Mike Barlow, Doug Wright, Fire Chief Tyler Moffitt, and Nathan Schmidt - OPP



FIRE RESCUE SERVICE

"PRIDE & HONOUR"

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



MAY 2021 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC

Total Hours: Incidents; Training; Public Education; and Public Service etc.	Training Sessions:	Public Ed & Prevention; Public Events; Public Service:	Fire Safety Standards Enforcement Inspections / Re-inspections for 2021:	Fire Drills	Paramedic Assist Calls:	Fire Calls:	Fire Loss estimated values in Dollars:
32.6	4	2	27	0	0	0	N/A
Alarm Calls:	MVC Calls:	Water Related Rescue Calls:	(CO) Carbon Monoxide / Gas Leak Calls:	Hazmat Calls:	Mutual Aid Calls:	Other Calls:	Tickets Issued:
2	5	0	2	0	0	3	0

TEAM MEMBERS RESPONDED TO 12 EMERGENCY RESPONSE CALLS DURING MAY 2021.

Total Hours:

- **5.93 Hours** was spent on responding to emergency incidents.
- **1.17 Hours** was spent on providing public service.
- **25.5 Hours** was spent on training.

May Emergency Response Calls %: Day Shift versus Night Shift

Day Shift (07:00 – 19:00) Calls	75%
Night Shift (19:00 – 07:00) Calls	25%

2021 Emergency Response Calls by Month to Date

January	12
February	10
March	16
April	17
May	12
Total Calls to Date	67
Average Calls Per Month to Date	13.4

Fire Prevention Inspections / Re-inspections:

For the month of May, two fire safety standards and enforcement inspections were completed.

CO (Carbon Monoxide) Calls: 2 False CO Alarm Calls.



FIRE RESCUE SERVICE

"PRIDE & HONOUR"

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

MAY 2021 REPORT FROM: TYLER MOFFITT – FIRE CHIEF/CEMC



Fire Alarm Calls: 2 False Fire Alarm Calls.

Other Calls: 3 Calls.

- One call involved investigating a complaint.
- One call involved a false blown transformer.
- One call involved an arced breaker.

MVC Calls: 5 Calls.

New Fulltime Firefighter Hire: Real DeGagne officially started with the Town of Fort Frances Fire Rescue Service as a Fifth Class Fire Fighter, effective May 1, 2021.

New Captain of Training: Gavin Payne officially was promoted to Captain of Training effective May 1, 2021.

New Captain of Apparatus and Equipment: Rob Dokuchie who previously held the Captain of Training position officially became the Captain of Apparatus and Equipment effective May 1, 2021. Dave Crichton previously held this position before his retirement.

Public Fire Safety Education:

Weekly Fire & Life Safety Tips continue to be published in the Thursday edition of the Fort Frances Bulletin, as well as on our towns official Facebook Page. For the month of May ... we posted many Safety Shares on our towns Facebook Page as Emergency Preparedness Week took place May 2nd – 8th.



FIRE RESCUE SERVICE

"PRIDE & HONOUR"

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

MAY 2021 REPORT
FROM: TYLER MOFFITT – FIRE CHIEF/CEMC



Citywide Export - 2021-06-09

MUN_ADDRESS	LEGALDESC	ZONETYPE1	PERMIT_VALUE	WORKDESC	BUILDER_NAME
908 KAITLYN DR	PLAN 48M 368 LOT 33 PCL 33-1	R1	150000	Construct 16' by 20' addition Remove Existing paving stone patio and dock ramp/stairs. Construct new deck, wood patio and	
1201 IDYLVILD DR	PLAN SM88 LOTS 1 TO 4 PCL;10132 DEEDS 2655 2942 2941	TC	70000	accessible ramp to dock on helical piles. Foundation wall repair - North side	Claude Jodoin
122 SCOTT ST	PLAN SM110 PT LOT B PCL BLK;B-2	C2	15000	Demolish North side addition (6m by 5m)	
542 SCOTT ST	PLAN ALB E1/2 LOT 437 PCL;437-2	R2	7000	Construct 10' by 12' detached uncovered deck	CODY BODNAR
1150 PORTAGE AV N	PLAN SM 33 PT BLK 39 PLAN;2897 PT 1-4 PCL 39-2	C1	120000	Construct four accessory dwelling units Structural repair for fire damage at southern	
515 SECOND ST W	PLAN SM62 LOT 9 PCL 9-2	R1	50000	addition	Kyle Glowasky
840 MINNIE AV TO 842	PSM253 LOT 8 PCL 8-1	R2	7500	Construct 16' by 22' attached uncovered deck	
1123 SCOTT ST	PLAN SM144 LOT 3 E10FT 2 PCL;3-1	R1	1000	Demolish residential accessory building	

June 7, 2021

Report To: Mayor and Council

From: Aaron Bisson, Manager of Recreation and Culture

RE: Memorial Sports Centre Membership Statistics March 2021 & April 2021

In the documents attached please find the monthly membership information for March 2021 and April 2021 with comparison to prior year. Of importance to note is that COVID-19 has significantly impacted operations and thus memberships at the Memorial Sports Centre. The Facility was closed for most of April 2021.

With the facility being closed for part or all of 9 of the last 12 months it has caused memberships to be extended to ensure our customers were impacted as little as possible from the closure and allow them to use the facility for the time they had paid for. This extension and the previously mentioned closures have caused the number of new memberships purchased to be significantly less over the previous 12-month period and the effect of these closures and restrictions in place due to COVID-19 on new memberships will continue to linger into the fall.

Once we are through the lockdown phases of the pandemic and we are allowed to operate under minimal restrictions our memberships should stabilize.

Respectfully Submitted,

Aaron Bisson

Aaron Bisson
Manager of Recreation and Culture

Memorial Sports Centre Membership Statistics

March

Membership Type	Quantity Current Year	Quantity Prior Year	Increase/ Decrease in Memberships
Adult 10 day	2	0	2
Adult 5 day	0	0	0
Adult Membership - 1 Month	6	10	-4
Adult Membership - 3 Month	10	14	-4
Adult Membership - 6 Month	0	0	0
Adult Membership - Annual	13	2	11
Adult Membership - TOFF 1 Month	0	0	0
Adult Membership - TOFF 6 Month	0	0	0
Adult Membership - TOFF Annual	0	0	0
Adult Membership - TOFF 3 Month	0	0	0
Family Memberships - Annual	5	0	5
Senior 10 Day	0	0	0
Senior 5 Day	1	1	0
Senior Membership - 1 Month	5	2	3
Senior Membership - 3 Month	1	6	-5
Senior Membership - 6 Month	1	0	1
Senior Membership - Annual	5	0	5
Senior Membership - TOFF 3 Month	1	0	1
Senior Membership - TOFF Annual	0	0	0
Student 5 Day	0	0	0
Student Membership -1 Month	3	0	3
Student Membership -3 Month	6	2	4
Student Membership -6 Month	0	0	0
Student Membership - Annual	4	0	4
Student Membership -TOFF Annual	1	0	1
Student Membership -TOFF 3 Month	1	0	1
Student Membership -TOFF 6 Month	0	0	0
Child 5 Day	0	0	0
Child Membership - Annual	0	0	0
Total Memberships	65	37	28

Memorial Sports Centre Membership Statistics

April

Membership Type	Quantity Current Year	Quantity Prior Year	Increase/ Decrease in Memberships
Adult 10 day	0	0	0
Adult 5 day	0	2	-2
Adult Membership - 1 Month	0	14	-14
Adult Membership - 3 Month	0	15	-15
Adult Membership - 6 Month	0	3	-3
Adult Membership - Annual	6	11	-5
Adult Membership - TOFF 1 Month	0	0	0
Adult Membership - TOFF 6 Month	0	0	0
Adult Membership - TOFF Annual	0	0	0
Adult Membership - TOFF 3 Month	0	0	0
Family Memberships - Annual	0	4	-4
Senior 10 Day	0	0	0
Senior 5 Day	0	0	0
Senior Membership - 1 Month	0	10	-10
Senior Membership - 3 Month	0	2	-2
Senior Membership - 6 Month	0	0	0
Senior Membership - Annual	6	6	0
Senior Membership - TOFF 3 Month	0	0	0
Senior Membership - TOFF Annual	0	0	0
Student 5 Day	0	0	0
Student Membership -1 Month	0	2	-2
Student Membership -3 Month	0	5	-5
Student Membership -6 Month	0	0	0
Student Membership - Annual	0	1	-1
Student Membership -TOFF Annual	0	0	0
Student Membership -TOFF 3 Month	0	0	0
Student Membership -TOFF 6 Month	0	0	0
Child 5 Day	0	0	0
Child Membership - Annual	0	0	0
Total Memberships	12	75	-63

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
March-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 various curbstops, valve covers and sewer cleanouts
 Water turn on/off's as requested by homeowners
 Sanitary sewer flushing activities using vac truck
 CCTV sewer services as requested by homeowners / plumbers
 Unplug sanitary sewers as requested by homeowners
 Repaired water main break @ 213 Crowe Avenue

WATER TREATMENT PLANT:

March 2021 - In receipt of the Water Treatment Plant Monthly Report
 J. Bruyere cross - training at WTP
 G. Wiedenhoeft successfully upgraded water treatment certificate from WT2 to WT3 - congratulations to Greg!
 Job posting for ORO posted and successfully bid into by G. Wiedenhoeft - congratulations to Greg!
 OCWA informed that ORO services no longer required after March 31, 2021.

WASTE-WATER TREATMENT FACILITY

March 2021 - In receipt of the Wastewater Treatment Facility Monthly Report.
 Engineering of standby generator ongoing.
 In receipt of 2021 Annual WWTP report by OCWA

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:
 242,510

Amount of ICI waste (kg) delivered to the landfill:
 660,860

Recycling:

Recycle not picked up - 25 houses

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

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

Date: 6/3/2021

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
April-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 various curbstops, valve covers and sewer cleanouts
 Watermain & Hydrant Flushing and valve turning program started
 Water turn on/off's as requested by homeowners
 Sanitary sewer flushing activities using vac truck
 CCTV sewer services as requested by homeowners / plumbers
 Unplug sanitary sewers as requested by homeowners
 Sewer rooting moratorium resumed with ON Gov't Emergency Brake

WATER TREATMENT PLANT:

April 2021 - In receipt of the Water Treatment Plant Monthly Report
 C. Miller off on short term disability for month of April.
 G. Wiedenhoeft started as ORO of WTP on April 1, 2021.

WASTE-WATER TREATMENT FACILITY:

April 2021 - In receipt of the Wastewater Treatment Facility Monthly Report.
 Engineering of standby generator ongoing.

WASTE MANAGEMENT:Garbage Collection:

Garbage not picked up - 12 houses

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

Amount of residential waste (kg) delivered to the landfill:
 237,070

Amount of ICI waste (kg) delivered to the landfill:
 455,760

Recycling:

Recycle not picked up - 21 houses

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

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

Date: 6/3/2021

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
May-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)
 Turned on water at point park campground
 E. Gustafson passed water distribution 1 exam.
 Repaired various curbstops, valve covers and sewer cleanouts
 Watermain & Hydrant Flushing and valve turning program continuing
 Water turn on/off's as requested by homeowners
 Sewer rooting moratorium resumed with ON Gov't Emergency Brake continues
 2 Summer students started
 Repaired hydrant hit by snow machine @ 1000 Armit
 Repaired water main break at 4th st w @ wright
 Repaired water main break at 5th st w @ wright
 Repaired water main break at 6th St. E @ CNR tracks
 Repaired water service damaged during construction on King's Hwy.
 Repaired sewer main on Crowe Ave @ Scott St.

WATER TREATMENT PLANT:

In receipt of the Water Treatment Plant Monthly Report
 regular maintenance activities ongoing

WASTE-WATER TREATMENT FACILITY

Engineering of standby generator ongoing.
 Capital improvements (cement, doors, showers) to WWTP

WASTE MANAGEMENT:Garbage Collection:

Garbage not picked up - 14 houses

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

Amount of residential waste (kg) delivered to the landfill:
 315,730

Amount of ICI waste (kg) delivered to the landfill:
 381,340

Recycling:

Recycle not picked up - 19 houses

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

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

Date: 6/4/2021

Water Works		Years			
DATE	WORK	2018	2019	2020	2021
Jan	THAW FROZEN WL	1	6	1	1
	TURN WATER OFF	1	6		1
	TURN WATER OFF/ON	4	5		1
	TURN WATER ON	5			2
	TURNED WATER OFF				1
Jan Total		11	17	1	6
Feb	THAW FROZEN WL	27	11		11
	TURN WATER OFF	3	3	1	10
	TURN WATER OFF/ON		5	1	5
	TURN WATER ON	3		5	4
Feb Total		33	19	7	30
Mar	THAW FROZEN WL	3	27		
	TURN WATER OFF		2		
	TURN WATER OFF/ON	3	3	1	3
	TURN WATER ON	12	7	2	1
Mar Total		18	39	3	4
Apr	SET UP HYDRANT		1		
	THAW FROZEN WL		5		
	TRACE SERVICES				1
	TRACE WATER SERVICE				1
	TURN WATER OFF	3	2	2	
	TURN WATER OFF/ON	1	1	1	1
	TURN WATER ON	16	24	4	4
	WATER TURN ON				1
Apr Total		20	33	7	8
May	CHECK WATER SERVICE		1		
	CONNECTION INSPECTION	1	1		
	TRACE SERVICES		1		
	TURN WATER OFF	3	3		2
	TURN WATER OFF/ON	1	3	1	4
	TURN WATER ON	15	14	4	3
	TURN WATER ON	1			
	WATER TURN ON				2
	WATER TURN OFF/ON				1
May Total		21	23	5	12
Grand Total		103	131	23	60

Sewer Works		Years			
DATE	WORK	2018	2019	2020	2021
Jan	CCTV SEWER SERVICE	1	1	3	2
	UNPLUG SANITARY SEWER	20	21	7	2
	VAC OUT SEWER MAIN				1
Jan Total		21	22	10	5
Feb	CCTV SEWER SERVICE	2	2	1	5
	THAW FROZEN SEWER	1			
	TRACE SERVICES				1
	UNPLUG SANITARY SEWER	20	10	6	6
	VAC OUT SEWER MAIN				4
Feb Total		23	12	7	16
Mar	CCTV SEWER SERVICE	1	1		4
	CONNECTION INSPECTION		1		
	UNPLUG SANITARY SEWER	12	9	3	6
	VAC OUT SEWER MAIN				1
Mar Total		13	11	3	11
Apr	CCTV SEWER SERVICE	3	6		2
	CONNECTION INSPECTION				1
	TRACE SERVICES				1
	UNPLUG SANITARY SEWER	15	7	1	2
	TRACE SEWER SERVICE				1
Apr Total		18	13	1	7
May	CCTV SEWER SERVICE	1			1
	CONNECTION INSPECTION	1	1	1	2
	THAW FROZEN SEWER	1			
	UNPLUG SANITARY SEWER	15	10	2	1
May Total		18	11	3	4
Grand Total		93	69	24	43

System Repairs		Years			
DATE	TYPE	2018	2019	2020	2021
Jan	CURBSTOP		1		1
	HYDRANT			2	2
	SEWER SERVICE			2	
	WATERMAIN	1	1	1	1
Jan Total		1	2	5	4
Feb	CLEANOUT		2		
	CURBSTOP		8		
	HYDRANT				1
	SEWER SERVICE		1		2
	WATER SERVICE		2		1
	SANITARY MANHOLE				1
Feb Total			13		5
Mar	CLEANOUT		2		
	CURBSTOP		2		13
	HYDRANT			2	
	VALVE				8
	WATER SERVICE	2		1	1
	WATERMAIN			2	1
	SAN MANHOLE			1	
Mar Total		2	4	6	23
Apr	CLEANOUT		1		2
	CLEANOUT/CURBSTOP	1			
	CURBSTOP	1	9	15	10
	HYDRANT			3	
	MANHOLE		2		
	SEWER MAIN		1		
	VALVE				2
	WATER SERVICE	1			
	WATERMAIN	1		1	
Apr Total		4	13	19	14
May	CLEANOUT	3	4		2
	CLEANOUT/CURBSTOP	1			
	CURBSTOP	4	8		3
	HYDRANT				1
	MANHOLE		1		
	SEWER MAIN				1
	SEWER SERVICE		2		1
	WATER SERVICE		1		1
	WATERMAIN	4	1		3
May Total		12	17		12
Grand Total		19	49	30	58

Aircraft Landings 2021
As of May 31, 2021

Month	Bearskin Flights			Bearskin Passengers			Air Bravo Passengers			Government			Private			Med-I-vacs			International			Commercial			Totals			Variance
	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021	2020	2019	2021-2020
January	4	56	54	9	140	160	0	8	8	0	2	0	2	15	4	36	50	60	0	0	0	0	45	42	42	168	160	-126
February	0	64	56	0	149	197	0	12	15	4	3	13	8	6	1	58	36	43	0	1	0	0	38	38	70	148	151	-78
March	0	41	61	0	99	160	0	0	11	20	1	13	8	10	10	57	39	52	0	6	2	0	0	42	85	97	180	-12
1/4 Total	4	161	171	9	388	517	0	20	34	24	6	26	18	31	15	151	125	155	0	7	2	0	83	122	197	413	491	-216
April	0	1	59	0	0	197	0	0	7	5	2	5	18	10	9	63	30	57	0	1	3	0	0	40	86	44	173	42
May	0	0	67	0	0	196	0	0	5	2	3	14	43	20	19	74	40	63	0	0	25	0	0	43	119	63	231	56
June		0	61		0	208		0	9		0	13		21	48		53	57		0	81		0	39	0	74	299	-74
1/2 Total	4	162	358	9	388	1118	0	20	55	31	11	58	79	82	91	288	248	332	0	8	111	0	83	244	402	594	1194	-192
July		0	61		0	173		0	10		2	4		44	28		35	54		0	69		0	42	0	81	258	-81
August		0	69		0	236		0	5		0	10		31	33		38	57		0	64		0	40	0	69	273	-69
September		11	62		17	180		0	12		1	8		27	14		61	52		2	46		0	34	0	102	216	-102
3/4 Total	4	173	550	9	405	1707	0	20	82	31	14	80	79	184	166	288	382	495	0	10	290	0	83	360	402	846	1941	-444
October		16	66		30	219		0	13		5	5		9	22		59	57		0	8		0	44	0	89	202	-89
November		15	61		46	180		0	17		3	0		14	6		45	56		0	1		0	37	0	77	161	-77
December		12	47		15	111		0	13		6	0		4	13		54	43		0	3		0	38	0	76	144	-76
Total	4	216	724	9	496	2217	0	20	125	31	28	85	79	211	207	288	540	651	0	10	302	0	83	479	402	1088	2448	-686

Fort Frances Airport - Page 2/2 - Fuel Sales - May 31, 2021																				
Fuel Sales Recap - 2021									2021	2020	2019	2018	2017	2016	2015	2014	2013	2012	10 year	Variance
Month	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	per	per	Average	per month
	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	month	month	2021 to 2012	month
January	725	725	4,058	4,058		0	4,783	4,783	4,783	7,962	8,050	16,597	25,675	7,528	8,692	11,543	7,216	10,252	11,502	-3,179
February	1,023	1,748	6,424	10,482		0	7,447	12,230	7,447	5,077	7,991	16,286	12,503	11,904	11,231	12,304	6,197	6,918	10,046	2,370
March	1,107	2,855	15,715	26,197		0	16,822	29,052	16,822	6,473	13,716	9,798	21,928	13,255	17,795	10,508	12,077	9,329	12,764	10,349
April	676	3,531	11,388	37,585		0	12,064	41,116	12,064	1,459	13,010	10,398	13,102	8,592	13,219	8,377	4,453	8,251	8,985	10,605
May	1,940	5,471	14,609	52,194		0	16,549	57,665	16,549	11,685	18,667	24,839	21,362	24,681	16,161	29,753	18,350	21,891	20,821	4,864
June		5,471		52,194		0	0	57,665	0	8,082	31,063	27,380	27,380	26,015	45,698	30,789	22,786	23,537	26,970	-8,082
July		5,471		52,194		0	0	57,665	0	11,116	17,146	23,461	24,642	29,002	28,150	14,441	19,232	32,650	22,204	-11,116
August		5,471		52,194		0	0	57,665	0	7,530	17,024	30,430	23,029	21,119	36,638	20,450	20,075	30,783	23,009	-7,530
September		5,471		52,194		0	0	57,665	0	14,689	16,543	25,191	13,489	21,325	24,238	21,837	18,005	19,431	19,416	-14,689
October		5,471		52,194		0	0	57,665	0	4,307	9,076	10,769	16,604	30,655	8,216	15,472	13,109	11,325	13,281	-4,307
November		5,471		52,194		0	0	57,665	0	13,333	2,202	10,748	9,924	22,349	11,616	7,238	6,398	8,170	10,220	-13,333
December		5,471		52,194		0	0	57,665	0	5,333	5,852	13,243	6,560	13,797	7,592	6,849	2,028	8,179	7,715	-5,333
Total	5,471		52,194		0		57,665		57,665	97,046	160,340	219,140	216,198	230,222	229,246	189,561	149,926	190,716	186,933	-39,381

Lowest month in last 9 years
Highest month in last 9 years
Highest month
lowest month

2021 - Tonnage at Landfill Site - Updated June 4, 2021

2021 - Tonnage at Landfill Site - Updated June 4, 2021								2020			2021				
	Residential Waste (tonne)		ICI Waste (tonne)		Non Community Waste (tonne)		Covering Material (tonne)	2020 Total Tonne	Average last 10 years Total Tonne 2011 to 2020	2021 Total Tonne	2020 Total Fees	Average last 10 years Fees 2011 to 2020	2021 Total Fees	2020-2019 Tonnes	2020-2019 Fees
JAN	229.16	49.9%	221.64	48.264%	8.42	1.8%	0.00	430.73	421.97	459.22	\$ 27,424.15	\$ 22,810.82	\$ 25,366.15	28.49	-\$ 2,058.00
FEB	139.10	35.7%	242.80	62.338%	7.59	1.9%	163.96	395.65	344.29	389.49	\$ 23,407.65	\$ 17,034.00	\$ 24,123.20	-6.16	\$ 715.55
MAR	242.51	24.8%	660.86	67.450%	76.40	7.8%	0.00	443.95	424.03	979.768	\$ 29,051.15	\$ 23,642.71	\$ 37,106.95	535.82	\$ 8,055.80
APRIL	237.07	33.7%	455.76	64.845%	10.01	1.4%	1805.60	611.34	573.51	702.84	\$ 42,244.30	\$ 32,712.97	\$ 45,566.13	91.50	\$ 3,321.83
MAY	315.73	44.8%	381.34	54.076%	8.12	1.2%	2672.47	777.33	740.72	705.19	\$ 50,040.01	\$ 39,340.52	\$ 45,287.00	-72.14	-\$ 4,753.01
JUNE		#DIV/0!		#DIV/0!		#DIV/0!		600.08	818.98	0	\$ 50,850.20	\$ 39,940.83		-600.08	-\$ 50,850.20
JULY		#DIV/0!		#DIV/0!		#DIV/0!		670.42	607.43	0	\$ 49,691.30	\$ 36,877.55		-670.42	-\$ 49,691.30
AUG		#DIV/0!		#DIV/0!		#DIV/0!		770.21	700.85	0	\$ 55,399.40	\$ 37,960.82		-770.21	-\$ 55,399.40
SEPT		#DIV/0!		#DIV/0!		#DIV/0!		862.70	684.18	0	\$ 53,936.60	\$ 38,481.31		-862.70	-\$ 53,936.60
OCT		#DIV/0!		#DIV/0!		#DIV/0!		725.18	842.38	0	\$ 49,042.25	\$ 43,709.40		-725.18	-\$ 49,042.25
NOV		#DIV/0!		#DIV/0!		#DIV/0!		591.91	574.84	0	\$ 36,599.30	\$ 30,714.80		-591.91	-\$ 36,599.30
DEC		#DIV/0!		#DIV/0!		#DIV/0!		553.52	438.58	0	\$ 29,234.45	\$ 22,463.35		-553.52	-\$ 29,234.45
Average per monthly	232.71	43%	392.48	55%	22.11	2%	928.41	619.42	597.65	269.71	\$ 41,410.06	\$ 32,140.76	\$ 35,489.89	649.65	-\$ 45,568.03
Total	1163.57		1962.40		110.54		4642.03	7433.01	7171.74	3236.51	\$ 496,920.76	\$ 385,689.08	\$ 177,449.43	-4196.50	-\$ 319,471.33
											\$ 460,321.46	Actual	\$ 177,449.43		
Town of Fort Frances Tonnage	3125.97														
											\$ 414,194.00	Budget	\$ 440,000.00		
Total Tonnage	3236.51														
											\$ 496,920.76	Forecasted	\$ 425,878.63		
Residential Tonnage	1163.57	35.95%													
ICI Tonnage	1962.40	60.63%													
Coverage material	4642.03														