



REGULAR MEETING OF COMMITTEE OF THE WHOLE AGENDA

July 11, 2022 5:30 PM

MEETING - Committee Room and Council Chambers, Civic Centre

Session # 103

Microsoft Teams meeting

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[+1 807-701-5975,,902839785#](#) Canada, Thunder Bay

Phone Conference ID: 902 839 785#

Page

1. Call to Order/Roll Call

2. Disclosure of pecuniary interest and the general nature thereof.

3. Delegations/Deputations:

- 3.1 2022 Moffat Family Fund Grant Recipients announced by Mayor June Caul

4. Council Reports on Board & Committee Activity:

- 4.1 Mayor Caul - Verbal Update
Councillor McTaggart - Verbal Update
Councillor Judson - Verbal Update
Councillor Wiedenhoeft - Verbal Update

5. Consent Agenda:

- 5.1 Approval of Consent Agenda

Recommendation: THAT the matters listed on the Consent Agenda be referred to the Consent Agenda for the Regular Meeting of Council later tonight for approval being items # 5.2, 5.3, 5.4, 5.5, 5.6, 5.7, 5.8, 5.9, 5.10, 5.11, 5.12, 5.13, 5.14, 5.15, 5.16, 5.17, 5.18 and 5.19

6 - 33

- 5.2 Terms of Reference (Museum Advisory Committee)

THAT Council of the Town of Fort Frances, in accordance with Section 6 of the Town of Fort Frances by-law 53/16, approve the Museum and Cultural Centre Advisory Committee Terms of Reference, as presented.

34 - 47

- 5.3 Safe Communities Rainy River District Support Request

Recommendation: THAT on the recommendation of the Administration & Finance Executive Committee:

THAT the Committee of the Whole of Council grant the Safe Communities Rainy River District a \$0.25 per capita levy for a total grant of \$1,866.50 with the expense taken from the Council Public Relations budget line,

AND FURTHER that the Safe Communities Rainy River District provide Council an update later in the year with the details of the use of the funds.

- 48 - 56 5.4 Request for Reconsideration Minutes of Settlement for 804 Scott St for 2022 Roll #5912-030-002-02500-0000

Recommendation: THAT on the recommendation of the Administration and Finance Executive Committee

THAT the Committee of the Whole of Council recommend processing the request for reconsideration minutes of settlement for the property located at 804 Scott Street for 2022 as received.

- 57 - 65 5.5 Request for Reconsideration Minutes of Settlement for 1107 Kings Highway for 2022 Roll #5912-010-006-05600-0000

Recommendation: THAT on the recommendation of the Administration and Finance Executive Committee

THAT the Committee of the Whole of Council recommend processing the request for reconsideration minutes of settlement for the property located at 1107 Kings Highway for 2022 as received.

- 66 - 75 5.6 2233 - MOS McIrvine Road N

Recommendation: THAT on the recommendation of the Administration and Finance Executive Committee

THAT the Committee of the Whole of Council recommend processing the request for reconsideration minutes of settlement for the property located at McIrvine Road North for 2022 as received.

- 76 - 86 5.7 2234- PRAN 838 Huffman Court 2022

Recommendation: THAT on the recommendation of the Administration and Finance Executive Committee

THAT the Committee of the Whole of Council recommend that Council approve the adjustment of 2022 taxes from the Amended Property Notice for property located at 838 Huffman Court as received.

- 87 - 97 5.8 2235- PRAN Union Gas Distribution Lines

Recommendation: THAT on the recommendation of the Administration and Finance Executive Committee

THAT the Committee of the Whole of Council recommend that Council approve the adjustment of 2022 taxes from the Amended Property Notice for property known as Union Gas Distribution Lines as received.

- 98 - 108 5.9 2236- PRAN 427 Mowat Ave
- Recommendation:** THAT on the recommendation of the Administration and Finance Executive Committee
- THAT the Committee of the Whole of Council recommend that Council approve the adjustment of 2022 taxes from the Amended Property Notice for property located at 427 Mowat Avenue as received.
- 109 - 171 5.10 Investing in Canada Infrastructure Program (ICIP) Green Stream - Transfer Payment Agreement
- Recommendation:** THAT on the recommendation of Administration
- THAT the Town of Fort Frances enter into a Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure under the Investing in
- Canada Infrastructure Program Green Stream II,
- AND FURTHER THAT an authorizing by-law be prepared to allow the Mayor and Clerk to execute the agreement on behalf of the Corporation.
- 172 - 174 5.11 Transitioning of Blue Box Operations to Circular Materials Ontario
- Recommendation:** THAT on the recommendation of Administration
- THAT Council of the Town of Fort Frances delegate the authority to commit the town to either maintaining its role as service provider for Blue Box operations or opt out through the transition period of 2023 to 2025 to the Manager of Operations and Facilities based on the most financially beneficial solution and the one that secures the future of depot operations.
- 175 - 176 5.12 Award of RFP 2022-OF-12 - 52 Canadians Electrical
- Recommendation:** THAT on the recommendation of Administration:
- THAT Council of the Town of Fort Frances award RFP 2022-OF-12 to TBT Engineering;
- AND FURTHER THAT a by-law be prepared to authorize Mayor and Clerk to execute the agreement on behalf of the corporation.
- 177 - 179 5.13 Purchase of Mobile Generator
- Recommendation:** THAT on the recommendation of Administration
- THAT Council of the Town of Fort Frances approves the purchase of a Generac portable generator per the received quotations
- 180 - 185 5.14 NOHFC Change Request
- Recommendation:** THAT on the recommendation of Administration
- THAT Council of the Town of Fort Frances authorize the change request form attached to reflect the change in funding model as well as reflect the change in the overall project schedule

AND FURTHER THAT the Mayor and Clerk be authorized to sign the Change Request Form on behalf of the corporation.

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| 186 - 194 | 5.15 | January 2022 Drinking Water Systems Monthly Summary Report

Recommendation: Council approval of this report will accept the January 2022 report prior to it being made available to the general public. |
| 195 - 204 | 5.16 | February 2022 Drinking Water Systems Monthly Summary Report

Recommendation: Council approval of this report will accept the February 2022 report prior to it being made available to the general public. |
| 205 - 214 | 5.17 | March 2022 Drinking Water Systems Monthly Summary Report

Recommendation: Council approval of this report will accept the March 2022 report prior to it being made available to the general public. |
| 215 - 223 | 5.18 | April 2022 Drinking Water Systems Monthly Summary Report

<i>Recommendation: Council approval of this report will accept the April 2022 report prior to it being made available to the general public.</i> |
| 224 - 232 | 5.19 | May 2022 Drinking Water Systems Monthly Summary Report

Recommendation: Council approval of this report will accept the May 2022 report prior to it being made available to the general public. |

6. Planning and Development Division:

- | | | |
|-----------|-----|--|
| 233 - 257 | 6.1 | SPC01-2022: Site Plan Control Agreement Amendment - NWCDSB

Recommendation: THAT the application for site plan control amendment and the associated documents be approved;

AND THAT the authorizing by-law come forward at a future meeting of Council;

AND FURTHER THAT the Mayor and Clerk be authorized to execute the site plan control agreement amendment documents on behalf of the corporation. |
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7. Operations and Facilities Division:

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| 7.1 | Verbal Update on Capital Projects |
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8. General: NONE

9. Information:

- | | | |
|-----------|-----|--|
| 258 - 269 | 9.1 | Fort Frances Wastewater Treatment Facility April 2022 Monthly Report |
| 270 - 280 | 9.2 | Fort Frances Wastewater Treatment Facility May 202 Monthly Report |
| 281 - 282 | 9.3 | Airport Statistics 2022 |
| 283 | 9.4 | Sewer and Water Data for 2022 |
| 284 | 9.5 | Tonnage at Landfill Site 2022 |

10. ADJOURNMENT

10.1 The meeting adjourned at _____.

Recommendation: THAT this meeting of the Committee of Whole of Council of the Town of Fort Frances be now closed

ADMINISTRATIVE REPORT

Subject: Terms of Reference - Museum and Cultural Centre Advisory Committee
Date: 2022-07-04
To: Committee of the Whole of Council
From: Tyler Young, Recreation & Culture Manager
File Number: N/A



ISSUE

- (1) Request from the Museum and Cultural Centre Advisory Committee to approve their Terms of Reference.

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT Council of the Town of Fort Frances, in accordance with Section 6 of the Town of Fort Frances by-law 53/16, approve the Museum and Cultural Centre Advisory Committee Terms of Reference, as presented.

STRATEGIC IMPACT

- Objective # 13 – Maintain/enhance existing levels of service.
- Objective # 26 – More effectively engage our youth, young professionals, and seniors.

OPTIONS & ALTERNATIVES

- (1) Approve the request.
- (2) Deny the request.
- (3) Committee provides another direction to administration.

HISTORY

In the regular meeting of Council on October 11, 2016, the amendments to the establishments of Boards /Committees were discussed and approved which resulted in the enactment of By-law 53/16 while repealing By-law 29/77. This transition created some confusion on the role of committee members and administration which wasn't realized until summer of 2021.

TERMS OF REFERENCE - MUSEUM AND CULTURAL CENTRE ADVISORY COMMITTEE

Section 6 of the Town of Fort Frances By-law 53/16 provides for the establishment of Terms of Reference of the Board/Committees of Council outlining the mandate, operational details including but not limited to its composition, activities, term, quorum, meeting schedule, and staff and members' roles. The Museum and Cultural Centre Advisory Committee realized that the terms of reference could be a great document for them to not only clarify roles of the committee and key stakeholders but also to refine their mandate and objectives.

In March of 2022, the Committee had started meeting informally on weekly basis to brainstorm for the preparation of the terms of reference.

ANALYSIS

With all the hard work and dedication, and in consultation with the CAO, Recreation and Culture Manager, and Curator, the Museum and Cultural Centre Advisory Committee has developed a comprehensive Terms of Reference that clearly outlines their mandate, objectives, and operational details – which includes, but is not limited to its composition, activities, term, quorum, meeting schedule, and staff and members' roles.

The terms of reference will help in streamlining the policies and procedures for an effective operation of the museum and enhance the level of services for our citizens and visitors, alike. The identification of roles and responsibilities will assist in establishing a strong working relationship between the committee members, stakeholders, Town administration and Council.

Please note that the terms of reference encourage youth participation while adding a youth member to serve on the committee.

CONSULTATION

- Museum Advisory Committee
- Museum Curator
- Chief Administrative Officer

SUPPORTING DOCUMENTS

- (1) Museum and Cultural Centre Advisory Committee – Draft Terms of Reference.
- (2) Town of Fort Frances By-law 53/16.



**Town of Fort Frances
Museum and Cultural Centre Advisory Committee
Terms of Reference**

Section 6 of the Town of Fort Frances By-law 53/16 provides for the establishment of Terms of Reference of the Board/Committees of Council outlining the mandate, operational details including but not limited to its composition, activities, term, quorum, meeting schedule, and staff and members' roles.

1) Purpose

The purpose of the Museum and Cultural Centre Advisory Committee is to preserve and promote the history, heritage, art, and culture of Fort Frances and the Rainy River District for many generations to come, by:

- providing strategic direction and advice.
- making recommendations to Town Council, centralizing, engaging, and facilitating the efforts of different stakeholders, including The Friends of the Fort Frances Museum.

2) Mission

The Museum and Cultural Centre Advisory Committee is the responsible steward of community resources and the museum, and the catalyst for partnerships which enhance opportunities and ensure the sustainability of the Museum and activities around it through community participation.

3) Objectives

The Committee will work towards accomplishing the following wide range of objectives:

- To ensure that the statement of purpose/mandate of the Fort Frances Museum is being fulfilled.
- To ensure that Standards for Community Museums in Ontario are being met.
- To ensure that policies are in place to govern operations and define programs.
- To connect history with the present and future through education, dialogue, and information sharing.
- To function as a teaching institution.
- To raise the profile of the museum in the community through advocacy and stakeholder relations.
- To facilitate and support the accessibility of museum collections.
- To promote members, memberships, networking, and communication opportunities.
- To build and enhance organizational capacity.
- To ensure the sustainability of the Fort Frances Museum.
- To provide an opportunity for community involvement in museum operations and programs.
- To ensure that the museum meets visitors' expectations.

4) Definitions

Board/Committee – means any Board or Committee of the Town of Fort Frances as named in the By-law/Policy or as established by resolution of Council, which consists of citizen members, established to provide advice, make recommendations, fulfill a statutory role, organize events, or provide program support.

Clerk – means the Clerk of the Town of Fort Frances, or his/her designate.

Council – means the Council of the Town of Fort Frances.

Eligibility – means the qualifications established by Council that an applicant must possess to serve on Boards and Committees.

Length of Service – means the period for which a member is appointed to a specific Board or Committee.

Mandate – means the statement that describes the Board / Committee purpose or authority to address matters. The Mandate shall align with Council's strategic goals and objectives.

Member – means a person appointed by Council to serve on a Board or Committee.

Resident/Citizen – means a member of the public who is the owner or tenant of assessable land situated in the municipality, or of land now situated in the municipality.

Statutory Committee – means a committee required by Provincial legislation which addresses matter or performs functions as specified in the relevant legislation.

Terms of Reference – a document outlining the mandate and board or committee's operational details including such things as composition, activities, term, quorum, meeting schedule, staff roles and the like. Terms of Reference must be approved by Council, including any amendments.

Town – means the Town of Fort Frances.

Youth – means a person under the age of 21 or a student enrolled in post-secondary studies.

5) Members and Composition

That a Museum Advisory Committee of the Town of Fort Frances comprises following members appointed by resolution of Council as specified herein in their sole discretion:

- 5 Citizens (community at large).
- 1 Council member.
- 1 Youth member (Fort Frances High School or Post-Secondary Institute).
- Town Staff (Administration).

6) Member Eligibility

- Must be over 18 years of age, except youth members.
- Must be a Resident/Citizen of the Town of Fort Frances, i.e., the owner or tenant of assessable land situated in the municipality, or of land now situated in the municipality.
- In addition, individuals should meet the following requirements:
 - Knowledge and understanding of the importance of art, culture, history, heritage, and tourism.
 - Passion for bringing the museum to the next level.
 - Understanding of the importance of strategic partnerships.
- Are required to maintain their eligibility status for the duration of their term and are responsible for advising the Clerk of any change to their status.
- Town of Fort Frances full time staff are not eligible for positions as citizen members on this Committee. Citizen members who subsequently receive a full-time position with the Town, shall immediately resign from the Committee. Staff may be given the opportunity to attend and participate in discussions at Committee meetings based on previous expertise.

7) Recruitment, Appointment Process, and Vacancies

The recruitment and appointment of Committee members and the filling of vacancies are subject to the provisions of the Town's By-law 53/16.

8) Chair/Vice Chair

A Chairperson and Vice-Chairperson will be elected by Committee members, on a 4-year term at the first meeting of the term, to preside over meetings and Committee business. The Council representative shall chair the meeting until the new Chair is elected but shall not be the permanent Chair of the Committee. The Chair and Vice-Chair shall not serve for more than two consecutive terms unless the Committee determines otherwise with the unanimous consent of the members present at the election for each position.

9) Roles and Responsibilities

- Members (Advocacy)
 - Oversight of Museum operations to ensure the purpose of the Museum is accomplished in collaboration with the Curator, Town, and community partners.
 - Policy formulation and updates to ensure museum policies are formulated and updated in a timely manner in consultation with the Curator.
 - Review policies and make recommendations to the Council.
 - Strategic Plan - in consultation with the Curator and community partners, develop and update a strategic plan.
 - Ensure oversight of Museum operations as per the strategic plan.
 - Provide input on budget preparation.
 - Provide input on Curator's hiring.

- Recreation and Culture Manager (Resource - Liaison)
 - Recreation and Culture Manager attends Board Meetings as a resource person and act as a liaison between Council and the Committee.
- Museum Curator (Administrative)
 - Action Plan – in consultation with the Committee and Recreation & Culture Manager, prepare and implement an annual action plan to achieve goals outlined in the strategic plan.
 - Provide reports on museum operations at Committee meetings.
 - Act as a secretary and prepare agendas in consultation with the Committee Chair and Recreation & Culture Manager.
 - Record and distribute meeting minutes.

10) Code of Conduct

The Committee is governed by and subject to the provisions of the Town's Procedural By-Law, the Municipal Conflict of Interest Act and the Code of Conduct and shall adhere to all Town policies and procedures.

11) Conflict of Interest

Where a member of the Committee has an interest in the matter before the Committee, whether directly or indirectly, he/she shall declare his/her interest, remove themselves from the meeting, be excluded for all discussions and shall not be entitled to vote thereon.

12) Quorum

A majority of the members of the Committee shall constitute a quorum. In the absence of a quorum, the only actions admissible are: 1. Act to obtain a quorum; 2. Recess until a quorum is attained; and 3. Adjourn in the event a quorum cannot be attained.

The mayor is an ex-officio member of the committee. As such, if the appointed member of Council to Committee is absent, the mayor assumes voting responsibilities.

13) Committee Meetings

- Frequency of meetings – not less than 9 meetings in a year. A special meeting can be called by the Chair on a 48-hour notice.
- Agenda – the meeting agenda will be published 72 hours before the meeting date. The Committee secretary is responsible for the preparation and circulation of the agenda prior to the meeting. Items for inclusion on the agenda shall be provided in a timely fashion to the Committee secretary.
- Meeting minutes – the Committee will review the minutes at the next regularly scheduled meeting and shall be adopted by a majority vote of members in the form of a mover and seconder, and once approved, forwarded to the Clerk's department for inclusion as information on the next Council agenda.

- Representatives from any group or organization may be invited to attend meetings when deemed appropriate by the Committee.
- Attendance – the members shall be responsible for advising the Committee secretary if they are unable to attend a meeting. The Committee may pass a resolution requesting that a member's position be declared vacant when a member has been absent without good reason for three consecutive meetings or five total meetings in any calendar year.
- Electronic/virtual meeting or attendance – any regular or special meetings of the Committee may be conducted electronically or virtually with the expectation that every reasonable effort will be made by members to physically be in attendance. Members participating electronically shall be limited to not more than three consecutive electronic meetings in a row.
- Committee meetings will be held at the Museum, or any other place mutually agreed upon by the members.

14) Remuneration

All members of the board serve without remuneration.

15) Term

The term of appointment shall generally coincide with the Term of Council, i.e., four (4) years. The appointment will commence upon passing of the appointment resolution and will expire no later than November 15th in an election year, unless otherwise specified.

Members will not be appointed for more than two consecutive terms on the Committee. Notwithstanding the foregoing, Council may reappoint a member beyond two consecutive terms if deemed necessary by Council to maintain continuity and to achieve balance between new and experienced members. Members eligible for reappointment, must complete an application form and submit it to the Clerk. Members that have served two consecutive terms on the Committee, may apply to serve on another Board/Committee. If a member is appointed to fill a vacancy mid-term, then he/she completes that term and then may serve an additional two terms. If a member has served on the Committee, and leaves the Committee for a complete term, they are once again eligible to serve for two successive terms.

16) Reporting

The Committee reports to Council through the Recreation & Culture Manager on an as-needed basis:

- Administration reports to and takes their direction from Council.
- The Committee shall provide their recommendations on initiatives or issues as provided for under the Purpose of the Committee.
- These recommendations will be brought forward to Council through the Recreation and Culture Manager - the administrative representative of the Committee. The report shall clearly state the intent of the Committee with respect to the issue, but the recommendation to Council will come through Administration.

- Council has the final decision-making power to accept or reject any recommendation.

17) Review

- The Terms of Reference will be reviewed by the Committee annually or as needed.
- The Committee shall review its purpose at the end of the term or as needed and submit a report to Council with recommended adjustments in the structure of the Committee, if deemed necessary.

TOWN OF FORT FRANCES

By-law 53/16

Being a by-law to establish specific Boards / Committees of Council, the Municipal Act, 2001

WHEREAS Council recognizes that the use of Boards / Committees is an effective means of public participation, public consultation and a source of input on Town policies and procedures;

AND WHEREAS Boards / Committees play an integral role in the corporate decision making, by providing a means for staff and Council to receive the views and advice from citizen members on a variety of matters;

AND WHEREAS on October 11, 2016, Council approved a report from the Clerk recommending amendments to the establishment of Boards / Committees and a defined process for handling appointment to Council established Boards / Committees;

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

1. With the exception of those by-laws identified in section 2. of this By-law, that each and every by-law and resolution previously enacted by Council for the Corporation of the Town of Fort Frances to establish or create a Board / Committee, the members of which are appointed by Council, be and the same are hereby repealed.
2. The following by-laws and resolutions pertaining to the establishment and structure of certain Boards / Committees are not affected by section 1. of this By-law and shall remain in force and effect:
 - a. Town of Fort Frances By-law 32/78, as amended, to establish a Business Improvement Area Board of Management;
 - b. Town of Fort Frances By-law 38/83, as amended, to establish an Elderly Persons Centre Board of Management (Sister Betty Kennedy Centre);
 - c. Town of Fort Frances By-law 17/07, as amended, to establish a Committee of Adjustment;
 - d. Town of Fort Frances By-law 38/85, as amended, and By-law No. 386, to establish the Fort Frances Public Library;
 - e. Resolution No. 418, passed by Council March 26, 1990 wherein is established the Fort Frances Municipal Non-Profit Housing Corporation.
3. Council hereby establishes an Executive Committee for each of the four Corporate Divisions (Administration & Finance, Planning & Development, Operations & Facilities and Community Services) for a term and with structure and mandate as outlined in Schedule 'A' attached hereto.
4. Council hereby establishes General Provisions that pertain to all Boards / Committees as set out in Schedule 'B' attached hereto.
5. Council will adhere to the Policy respecting the appointment of Board / Committee members, which includes criteria for eligibility and term of appointment as outlined in Schedule 'C' attached hereto.
6. Council may from time to time establish and make appointments to Boards / Committees as deemed necessary by Council resolution, with mandates, structure and Terms of Reference clearly outlined and forming part of the resolution.

7. Council hereby establishes the Committee of the Whole of Council with membership consisting of those members of Council of the day. The term of members shall coincide with the term of Council i.e. from Inaugural Meeting to November 30 for a four (4) year term.

The position of Chairperson and Vice-Chairperson of Committee of the Whole of Council shall be on a rotation basis throughout the duration of the four year term of Council among the six Councillors whereby each Councillor shall be four months as Chairperson. The rotation shall repeat once during the four year term of Council such that each member, following the completion of the terms of all member as Vice-Chairperson and Chairperson, shall repeat a four month term as Vice-Chairperson followed by a four month term as Chairperson. The order of selection shall be determined by the Mayor and approved by resolution of Council at the Inaugural Meeting of the newly elected Council.

The committee shall consider all matters brought before it that are appropriate and within its power to consider. Meetings of the Committee of the Whole are to be held as from time to time are regularly scheduled or otherwise as determined necessary by Council.

Meetings of the Committee of the Whole shall be open to the public. However, if matters being considered are of such a nature that they may legally be considered in camera, the meeting, or portions thereof, may be conducted in the absence of the public.

This by-law shall come into force and take effect on final passing.

READ THREE TIMES and finally passed in open Council this 26th day of September 2016.

Original signed by R. Avis

R. Avis, Mayor

Original signed by E. Slomke

E. Slomke, Clerk

Schedule 'A' to By-law 53/16

EXECUTIVE COMMITTEES

A. Administration & Finance Executive Committee

Membership shall consist of the Chief Administrative Officer, the Treasurer or Deputy-Treasurer, three Councillor's appointed by the Mayor for a two-year term. Meetings will be on a regularly scheduled or as needed basis. A Chairperson and Vice-Chairperson will be appointed by the Committee and will be the executive representative of the Division.

The Committee will work closely with and assist the CAO and Treasurer on Corporate Administration and Finance matters as appropriate.

The Committee will also be delegated Corporate Administration & Finance matters from Council meetings from time to time. The Committee may make recommendations and/or resolve matters as may be specifically directed by Council.

B. Planning & Development Executive Committee

Membership shall consist of the Chief Administration Officer (or designate), three Councillor's appointed by the Mayor for a two-year term. Meetings will be on a regularly scheduled or as needed basis. A Chairperson and Vice-Chairperson will be appointed by the Committee and will be the executive representative of the Division.

The Committee will, as needed, recommend to Council the appointment of members to Boards / Committees within the Planning & Development Division.

The Committee will work closely with and assist the CAO (or designate) on Corporate Planning and Development matters as appropriate, including but not limited to: Building Services, By-law Enforcement, Animal Control, Planning, Committee of Adjustment and Property Standards.

The Committee will also be delegated Corporate Planning & Development matters from Council meetings from time to time. The Committee may make recommendations and/or resolve matters as may be specifically directed by Council.

C. Operations & Facilities Executive Committee

Membership shall consist of the Manager of Operations & Facilities, three Councillor's appointed by the Mayor for a two-year term. Meetings will be on a regularly scheduled or as needed basis. A Chairperson and Vice-Chairperson

will be appointed by the Committee and will be the executive representative of the Division.

The Committee will, as needed, recommend to Council the appointment of members to Boards / Committees within the Operations & Facilities Division.

The Committee will work closely with and assist the Division Manager on Corporate Operations & Facilities matters as appropriate, including but not limited to: Airport, Cemeteries, Parks, Public Works, Streetlights, Water, Sewer & Storm Sewer Systems and Traffic Safety.

The Committee will also be delegated Corporate Operations & Facilities matters from Council meetings from time to time. The Committee may make recommendations and/or resolve matters as may be specifically directed by Council.

D. Community Services Executive Committee

Membership shall consist of the Manager of Community Services, three Councillor's appointed by the Mayor for a two-year term. Meetings will be on a regularly scheduled or as needed basis. A Chairperson and Vice-Chairperson will be appointed by the Committee and will be the executive representative of the Division.

The Committee will, as needed, recommend to Council the appointment of members to Boards / Committees within the Community Services Division.

The Committee will work closely with and assist the Division Manager on Corporate Community Services matters as appropriate, including but not limited to: Day Care, Elderly Persons Centre, Library, Museum, Recreation and Transit Services.

The Committee will also be delegated Corporate Community Services matters from Council meetings from time to time. The Committee may make recommendations and/or resolve matters as may be specifically directed by Council.

Schedule 'B' to By-law 53/16

General Provisions Pertaining to All Boards / Committees

- The Board / Committee shall meet as often as necessary to fulfill its mandate.
- A majority of the members of the Board / Committee shall constitute a quorum. In the absence of a quorum, the only actions admissible are: 1. Take action to obtain a quorum; 2. Recess until a quorum is attained; and 3. Adjourn in the event a quorum cannot be attained.
- The Mayor is an ex-officio member of each committee. As such, if the appointment member of Council to said Board / Committee is absent, the Mayor assumes voting responsibilities.
- Members of the Board / Committee shall serve without remuneration.
- At the first meeting of the appointed Board / Committee, the members shall elect one of their members as chair, another as vice-chair.
- The Board / Committee secretary is responsible for the preparation and circulation of the agenda prior to the meeting. Items for inclusion on the agenda, shall be provided in a timely fashion to the Board / Committee secretary.
- The Board / Committee will review the minutes at the next regularly scheduled meeting and shall be adopted by a majority vote of members in the form of a mover and seconder, and once approved, forwarded to the Clerk's department for inclusion as information on the next Council agenda.

Schedule 'C' to By-law 53-16

BOARD & COMMITTEE APPOINTMENT POLICY

Purpose:

To establish guidelines and best practices for the recruitment and appointment of citizen members to the Town of Fort Frances' Boards / Committees. This policy will ensure a fair and equitable appointment process where the most qualified applicants are appointed, who are representative of the Town of Fort Frances.

Scope of Policy:

This policy applies to appointments to Town of Fort Frances Boards / Committees. This policy does not apply to Town of Fort Frances' Boards / Committees which are subject to their own applicable legislative requirements, governing by-laws and/or other legal requirements regarding Board / Committee appointments.

Definitions:

Board / Committee – means any Board or Committee of the Town of Fort Frances as named in this Policy or as established by resolution of Council, which consists of citizen members, established to provide advice, make recommendations, fulfill a statutory role, organize events or provide program support.

Clerk – means the Clerk of the Town of Fort Frances, or his/her designate.

Council – means the Council of the Town of Fort Frances.

Eligibility – means the qualifications established by Council that an applicant must possess in order to serve on Boards and Committees.

Length of Service – means the period of time for which a member is appointed to a specific Board or Committee.

Mandate – means the statement that describes the Board / Committee purpose or authority to address matters. The Mandate shall align with Council's strategic goals and objectives.

Member – means a person appointed by Council to serve on a Board or Committee.

Public – means a member of the public who is a resident or property owner in the Town of Fort Frances

Resident – means a member of the public whose current and primary residence is within the Town of Fort Frances.

Statutory Committee – means a committee required by Provincial legislation which addresses matters or performs functions as specified in the relevant legislation.

Terms of Reference – a document outlining the mandate and board or committee operational details including such things as composition, activities, term, quorum, meeting schedule, staff roles and the like. Terms of Reference must be approved by Council, including any amendments.

Town – means the Town of Fort Frances.

Eligibility & General Qualifications of Board / Committee Members:

A member must be 18 years of age, unless otherwise specified in the Terms of Reference for the specific Board / Committee, i.e. where youth representation is required.

A member must be an eligible elector of the Town of Fort Frances.

Members are required to maintain their eligibility status for the duration of their term, and are responsible for advising the Clerk of any change to their status.

Town of Fort Frances full time staff are not eligible for positions as citizen members on any Board / Committee. Citizen members who subsequently receive a full time position with the Town, shall immediately resign from the Committee. Staff may be given the opportunity to attend and participate in discussions at Board/Committee meetings based on previous expertise.

Term and Length of Service on a Board/Committee:

Unless otherwise provided for by legislation, Terms of Reference or operating procedures, the term of appointment shall generally coincide with the Term of Council. The appointment will commence upon passing of the appointment resolution and will expire no later than November 30 in an election year, unless otherwise specified.

Members will not be appointed for more than two consecutive terms on the same Board / Committee. Notwithstanding the foregoing, Council may reappoint a member beyond two consecutive terms if deemed necessary by Council to maintain continuity and to achieve balance between new and experienced members. Members eligible for reappointment, must complete an application form and submit to the Clerk. Members that have served two consecutive terms on one Board/Committee, may apply to serve

on another Board / Committee. If a member is appointed to fill a vacancy mid-term, then he/she completes that term and then may serve an additional two terms.

Recruitment & Appointment Process:

The recruitment of members will begin where vacancies are required to be filled and if applicable, following any changes to the terms of reference for the Board / Committee or after the establishment of any new Boards / Committees.

An advertisement for vacancy, which includes details on eligibility, meeting frequency and time, information on how to obtain an application form (Appendix 'B'), terms of reference, deadline and location for submitting an application. Vacancies will be advertised in appropriate locations as determined by the Clerk.

The Clerk may extend the application submission deadline when there are an insufficient number of applications deemed appropriate. Applicants may be required to complete supplementary screening requirements such as a criminal reference check (i.e. committee exposed to children). Any additional requirements will be noted in the recruitment advertisement.

All personal information collected in the application process is collected in accordance with MFIPPA and will be used to determine eligibility for appointment.

Collected applications will be reviewed in-camera, by the appropriate Executive Committee, after which a recommendation will be brought forward to a Committee of the Whole in-camera session. If an established Board / Committee does not pertain to a specific Executive Committee, then the applications will be reviewed by the Committee of the Whole. A resolution to formally appoint members to Board / Committees will be brought forward to a subsequent Council meeting. Current members who are eligible for reappointment, will be evaluated in the same way as all new applicants.

The Clerk's department will subsequently send letters to all successful applicants confirming their appointment, as well as sending letters to all unsuccessful applicants advising that they have not been selected but thanking them for their application. The Clerk's department will provide notification to the appropriate Board / Committee, recording secretary with contact information for the new citizen member. All newly appointment members will review/sign two copies of the Code of Conduct, one for their reference and one copy to be returned to the Clerk's department. The Clerk will maintain a confidential database containing all appointments to Boards and Committees.

Vacancies:

Vacancies on Boards / Committees are created when a member resigns or vacates the position, effective:

- The date of resignation
- The date that the member is removed by Council resolution
- The date that the member no longer qualifies for the position
- The date of the death of the member.

Boards / Committees may pass a resolution requesting that a member's position be declared vacant when a member has been absent without good reason for three consecutive meetings or five total meetings in any calendar year.

A member who is resigning from their appointed position, will submit a written letter of resignation to the Clerk.

Vacancies will be filled as per the Recruitment & Appointment Process outlined above.

Conduct of Members:

Boards and Committees are governed by and subject to the provisions of the Town's Procedural By-law, the Municipal Conflict of Interest Act and the Code of Conduct and shall adhere to all Town policies and procedures.

Exceptions to this Policy:

Where a conflict exists between the provisions of this policy and any legislative or legal requirement, the legal requirement shall prevail.

Interpretation & Administration:

The Clerk is responsible for interpreting and administering this policy, and such interpretations will be final.

Policy Review and Procedure

This policy will be reviewed as required, but in any case, no less than once per four (4) year term of Council. The Clerk will be responsible for initiating the review of this Policy.

Appendix 'A'

List of Committees & Citizen Complement

Administration & Finance Executive Committee

Planning & Development Executive Committee

Operations & Facilities Executive Committee including:

- Traffic Safety Committee – one citizen

Community Services Executive Committee including:

- Museum and Cultural Centre Advisory Committee – 5 citizens
- Sunny Cove Advisory Committee – 2 citizens
- Townshend Theatre Advisory Committee – 2 citizens
- Sister Betty Kennedy Board of Management – 5 citizens

Statutory Committees:

- Town of Fort Frances Police Services Board – 1 citizen
- Fort Frances Public Library Board – 5 citizens
- Committee of Adjustment – 7 citizens

Other Boards / Committees not specifically affiliated with a Division including:

- Citizen of the Year Committee – two citizens
- Economic Development Advisory Committee – 9 citizens
- Salary Structure and Administrative Practices Committee
- Business Improvement Area (BIA) – 11 citizens (specific criteria)

APPLICATION TO SERVE ON A
TOWN OF FORT FRANCES
Board / Committee

Please complete this form in its entirety (please print); failure to do so will result in the rejection of your application. All applicants will receive a written response to your application.

Collection of personal information on this form is in accordance with the Municipal Act, 2001.

Questions about the collection of this information or the completion of this application may be directed to the Town Clerk / FOI Coordinator, Town of Fort Frances, 320 Portage Avenue, Fort Frances, ON P9A 3P9 or phone 1-807-274-5323 ext. 1215 or e-mail lslomke@fortfrances.ca

BOARD / COMMITTEE OF INTEREST

Please specify which Board / Committee (B/C) on which you wish to serve. If you wish to serve on more than one B/C, please complete a separate application for each Board / Committee you wish to serve.

CONTACT INFORMATION

Name: _____

Mailing Address: _____

Telephone (home): _____ Telephone (work): _____

E-mail Address: _____

ELIGIBILITY

Yes No

- | | | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | I am a Canadian Citizen (or landed immigrant) |
| <input type="checkbox"/> | <input type="checkbox"/> | I am a resident of Fort Frances |
| <input type="checkbox"/> | <input type="checkbox"/> | I am at least 18 years of age |
| <input type="checkbox"/> | <input type="checkbox"/> | I presently serve on other Council appointed Boards / Committees |

If yes, please specify: _____

QUALIFICATIONS

Interest in Position: Please provide details with respect to your interest in serving on this B/C. If you require additional space, please attach a separate piece of paper.

Education and Training: Please provide details with respect to any relevant education or training you possess which may be relevant to your role on the B/C.

Employment and Experience: Please describe any current or past work or volunteer experiences and skills that may be relevant to your role on the B/C.

Additional Information: Please share any other information, including other volunteer work, which you believe will support your application.

APPLICANTS UNDERSTANDING OF COMMITMENT AND EXPECTATIONS

As a B/C applicant, I understand that Appointed Citizens are expected to attend meetings (1-3 hours each) on a monthly or bi-monthly basis, and I commit to making myself available to attend such meetings.

I understand that my involvement on the B/C is advisory in nature, and that under no circumstances shall I act on behalf of or for the Town of Fort Frances or purport to have the authority to bind the Corporation.

I have reviewed the Terms of Reference for the B/C for which I am applying or the appropriate By-law, and I agree that, if appointed, I will carry out the mandate of that B/C in accordance with those Terms of Reference or appropriate By-law and any other direction from Council.

I understand that all B/Cs and their members follow Council Meeting Procedures, Code of Conduct and other guiding documents, and I agree to adhere to and conduct myself in accordance with those rules and regulations.

☐ I agree to the Commitment and Expectations stated above for the B/C for which I am applying.

Signature

Date

APPLICATION FORM SUBMISSION INSTRUCTIONS

Please submit this Application Form (fully completed) to:

Town of Fort Frances

Attn: Elizabeth (Lisa) Slomke, Town Clerk

320 Portage Avenue, Fort Frances, ON P9A 3P9

lslomke@fortfrances.ca

TOWN OF FORT FRANCES

By-law 53/16 - A

Being a by-law to amend by-law 53/16 to establish specific Boards / Committees of Council, the Municipal Act, 2001

WHEREAS Council recognizes that the use of Boards / Committees is an effective means of public participation, public consultation and a source of input on Town policies and procedures;

AND WHEREAS Boards / Committees play an integral role in the corporate decision making, by providing a means for staff and Council to receive the views and advice from citizen members on a variety of matters;

AND WHEREAS on December 14, 2020, Council approved a report from the CAO respecting the creation of an Economic Development Executive Committee and approval of appropriate Terms of Reference;

AND WHEREAS on December 14, 2020, Council approved a report from the Citizen of the Year Committee to amend the Terms of Reference for the Citizen of the Year Committee;

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

1. Item #3 be amended as follows:

3. Council hereby establishes an Executive Committee for five ~~each of the four~~ Corporate Divisions (Administration & Finance, Planning & Development, Operations & Facilities, Community Services and Economic Development) for a term and with structure and mandate as outlined in Schedule 'A' and Schedule 'A1' attached hereto.

2. Last paragraph be amended as follows:

All meetings of the ~~Committee of the Whole~~ shall be open to the public. However, if matters being considered are of such a nature that they may legally be considered in camera, the meeting, or portions thereof, may be conducted in the absence of the public.

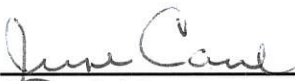
3. Schedule A paragraph be amended as follows:

Section D: Community Services Executive Committee
The Committee will work closely with and assist the Division Manager on Corporate Community Services matters as appropriate, including but not limited to: ~~Day Care~~, Elderly Persons Centre, Library, Museum, Recreation and Transit Services.

4. Appendix 'A' be amended as attached and Appendix 'A1' be added.

This by-law shall come into force and take effect on final passing.

READ THREE TIMES and finally passed in open Council this 25th day of January 2021.



J. Caul, Mayor



E. Slomke, Clerk



THE TOWN OF FORT FRANCES

Terms of Reference: Economic Development Executive Committee

1. PURPOSE

The Economic Development Executive Committee will provide advice and recommendations to the Council and Administration of the Town of Fort Frances on matters related to community economic development, including:

- Investment attraction and investment readiness
- Business development
- Tourism development and marketing
- Business retention and expansion
- Economic development projects
- Strategic planning for community and regional economic development
- Capacity building
- Other matters as specifically directed by Mayor and Council

2. MANDATE

The mandate of the Town of Fort Frances Economic Development Executive Committee is to provide advice, guidance, and recommendations to Council with regard to matters related to community economic development. This includes:

- Providing recommendations, and guidance to Council and Administration to support strategic planning related to community and regional economic development.
- Providing recommendations, and guidance to Council and Administration regarding marketing strategies focused on attracting new investment to support the development of new industry, the development of new businesses, the growth of existing business, and to support the retention of existing businesses.
- Providing recommendations, and guidance to Council and Administration to support tourism development and marketing activities which position the Town of Fort Frances as a tourism

destination. Coordinate with Municipal Accommodation Tax (MAT) Committee in relation to use of resources, and strategic direction.

- Provide advice to help support the development of projects that create jobs, create new businesses, provide for strategic economic infrastructure, and put the conditions in place to attract new investment.
- Support administration in providing oversight of economic development service providers employed by or contracted by the Town of Fort Frances by providing guidance and strategic oversight. Provide input to administration and Mayor and Council related to scope of work for economic development service providers.
- Provide comment, opinion or recommendation on any matters referred to the Committee by Council.
- Provide advice to help support capacity building in the community to help address present and future needs in the labour force.
- Provide input into economic development projects, and programs as brought forward to the Committee by Council, Administration, and economic development service providers.
- The Committee shall be provided with an appropriate budget, as determined by Council to pursue training, and educational opportunities which align with the purpose and mandate of the Committee. The Committee, at their discretion may use meeting time for training, or educational opportunities as they deem necessary.

3. COMPOSITION

The Committee will be comprised of the following members:

Voting Members:

- Three (3) members of Council of the Town of Fort Frances
- Mayor of the Town of Fort Frances – the Mayor may act as a voting member and count towards quorum in the absence of one of the three voting members, or if one of the voting members declares a conflict of interest. However, the Mayor may make motions.

Ex-Officio Members

- Chief Administrative Officer of the Town of Fort Frances.
- Chief Building Official / Municipal Planner of the Town of Fort Frances.
- Economic development service provider(s) as identified by the Chief Administrative Officer or as directed by council.
- One (1) member of the Clerk's department will act as recording secretary.
- At the direction of the Chief Administrative Officer, members of Town of Fort Frances Administration shall attend the committee meetings as required to provide advice and guidance to the committee. Such members shall include but not be limited to:
 - Treasurer
 - Clerk
 - Manager of Operations and Facilities
 - Recreation and Culture Manager
 - Human Resources Manager
 - Information Technology Manager

- One (1) representative from administration or the Board of Directors of the Fort Frances Power Corporation.
- Two (2), members of the public to be selected at the invitation of Council.
- The Executive Director (or designate) of Pwi-Di-Goo-Zing Ne-Yaa-Zhing Advisory Services.

Members shall:

- Have demonstrated expertise in the area of community economic development or must be a subject matter expert in a related area, such as a technical, educational, financial, or legal field.
- Be able to allocate sufficient time to attend meetings on a regular basis and be able to prepare for each meeting by reviewing the meeting package prior to the meeting.
- Actively participate in discussion, conduct themselves professionally and treat fellow committee members with respect.

4. CONFLICT OF INTEREST

Municipal conflict of interest requirements as defined by the Municipal Conflict of Interest Act will apply to the Committee.

5. MEETING TIME, LOCATION, AGENDA, MINUTES & PROCEDURE

Meetings shall be held on a monthly basis. Additional meetings may be held as required at the direction of Council when dealing with specific matters. Additional meetings shall be called with a minimum of 72 hours notice and shall be advertised in the same fashion as other executive committees of the Town of Fort Frances.

The Recording Secretary shall record minutes at each meeting and shall distribute the minutes in the meeting package for the next meeting. All meetings shall be conducted, and agendas shall be prepared and distributed in accordance with the Town of Fort Frances Procedural By-Law. The Council Staff Council Relations Policy, and the Code of Conduct shall apply to this Committee.

6. WORKING GROUPS

Should the Economic Development Executive Committee feel that a working group is necessary to deal with a specific matter, the Committee may form a working group. Membership on working groups may include additional individuals not on the Executive Committee to secure required expertise but shall contain no more than two members of Council. Working groups may meet informally and may report to the Economic Development Executive Committee as required. If approved by Council, subcommittees shall:

- Be ad-hoc in nature.
- Have a specific, clearly articulated mandate.

- Be reviewed at least annually and may be discontinued at any time at the direction of the Economic Development Executive Committee, or Council.
- Terminate upon completion of their mandate.

Appendix 'A'

List of Committees & Citizen Complement

Administration & Finance Executive Committee

Planning & Development Executive Committee

Operations & Facilities Executive Committee including:

- Traffic Safety Committee – one citizen

Community Services Executive Committee including:

- Museum and Cultural Centre Advisory Committee – 5 citizens
- ~~- Sunny Cove Advisory Committee – 2 citizens~~
- Townshend Theatre Advisory Committee – 1 citizen
- Sister Betty Kennedy Board of Management – 5 citizens

Statutory Committees:

- Town of Fort Frances Police Services Board – 1 citizen
- Fort Frances Public Library Board – 5 citizens
- Committee of Adjustment – 7 citizens

Other Boards / Committees not specifically affiliated with a Division including:

- Citizen of the Year Committee – ~~two~~ three citizens ** see Terms of Reference attached hereto as Appendix 'A1'
- ~~- Economic Development Advisory Committee – 9 citizens~~
- Salary Structure and Administrative Practices Committee
- Business Improvement Area (BIA) – 11 citizens (specific criteria)

TERM OF REFERENCE

CITIZEN OF THE YEAR COMMITTEE

PURPOSE AND CRITERIA

To provide recommendation to Council on all matters pertaining to a yearly recognition and award of a Citizen of the Year and an Outstanding Youth Citizen in the Town of Fort Frances.

Nominees must be a citizen of the Town of Fort Frances.

Nominations should be based but not limited to excellence as follows:

Nominees have contributed to their community. Nominees may have performed acts of heroism or bravery. They may be nominated for making life better for others and excellence in personal achievements.

Nominations for eligible nominees will recognize:

- 1) Citizen of the Year – Nominees will be 19 years and over; or
- 2) Outstanding Youth Citizen – Nominees will be 18 years and younger.

Nominees may not self-nominate.

Nominators will be encouraged to provide a meaningful description of the nominees, and the impact of the contribution to assist with the recommendation process.

COMMITTEE STRUCTURE

The composition of the Committee will consist of the following:

- Three (3) Members of Council and (3) Citizens as selected by Mayor and approved by Council.
- Additional members of Administration as requested by Committee.
- The Deputy Clerk will collect and prepare all nominations for consideration by the Committee and shall serve as the recording secretary.

The term for the Committee appointees is for four (4) years commencing December 1st in the first year of the appointed Council's four-year term. Incumbent Members shall continue as participating members of the committee until their successors are appointed.

PROCEDURE

- Advertising for nominations will commence January 1st of each year and run intermittently during the year. This may be reviewed annually as directed by the Committee. Advertising should include newspaper, radio, and social media.
- A fillable application will be made available to nominators, and copies may also be picked up at the front desk of the Civic Centre, emailed and faxed upon request. A covering letter including criteria will be included with applications.
- The Committee will meet at minimum twice yearly to review nominations or any matters that arise. Any decisions arrived at shall be by majority consensus.
- Every attempt will be made to schedule meetings so that all members can attend, whether virtually or in person. The meeting to consider nominations by the Committee should be scheduled as close to the end of October/beginning of November as possible.
- A report to Council recommending approval of nominations in both categories as established, shall be prepared, and be placed on Council's agenda as an "In-Camera" matter, at a November meeting for Council's approval.
- Mayor will contact nominees to confirm their acceptance. Invitations for attendance of the approved recipients in both categories (once approved by Council) will be extended for the first Council meeting in December.
- A formal resolution recognizing the recipients by name, presentation of awards and verbal statement acknowledging their contributions shall be prepared and presented at the public portion of Council's meeting, during the first meeting in December.

ADMINISTRATIVE REPORT

Subject: Safe Communities Rainy River District Support Request
Date: 2022-07-11
To: Committee of the Whole of Council
From: Dawn Galusha, Treasurer
File Number: TRE2022-37



ISSUE

Safe Communities Rainy River District has requested support from the Town of Fort Frances in the amount of \$0.95 per capita.

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of the Administration & Finance Executive Committee:

THAT the Committee of the Whole of Council grant the Safe Communities Rainy River District a \$0.25 per capita levy for a total grant of \$1,866.50 with the expense taken from the Council Public Relations budget line, and

FURTHER that the Safe Communities Rainy River District provide Council an update later in the year with the details of the use of the funds.

STRATEGIC IMPACT

#23- Work with community partners to more effectively address social issues such as homelessness, substance abuse and mental health issues. Safe Communities Rainy River District deals directly with these issues in Fort Frances and the District.

OPTIONS & ALTERNATIVES

- (1) Approve the request of \$0.95 per capita levy.
- (2) Approve the original \$0.25 per capita levy.
- (3) Deny the request.

HISTORY

Attached is the request received dated December 8, 2021 where a \$0.25 per capita levy was the amount requested. Also, you will see in my report dated March 7, 2022 that this was presented and discussed at that Budget meeting. In 2020, the levy to this group was cut from the budget as there are so many community groups doing the same or similar service and Council decided to discontinue funding it. I have left this out of the 2022 budget for that reason.

SAFE COMMUNITIES RAINY RIVER DISTRICT SUPPORT REQUEST

The request dated June 20, 2022 is now requesting a \$0.95 per capita levy in order to fund the \$14,700 budget as included in this report. Using the 2021 Census values, the cost to Fort Frances would be \$7,092.70.

CONSULTATION

N/A

SUPPORTING DOCUMENTS

1. Letter of Support and Budget dated June 20, 2022
2. Letter of Support dated December 8, 2021
3. Treasurer's Budget Report dated March 7, 2022





FORTFRANCES
BOUNDLESS

2022 OPERATING BUDGET

ADMINISTRATIVE REPORT

Date: 2022-03-07
From: Dawn Galusha, Treasurer
To: Committee of the Whole
File Number: 2022-AF-10

ISSUE

Setting a budget for the Town of Fort Frances which is the estimate of revenues and expenses for the 2022 fiscal year, while determining the appropriate tax rates for all classes of properties and considering if 2022 is the optimal time to reduce the Large Industrial ratio.

ADMINISTRATIVE RECOMMENDATION

Administration recommends:

THAT Council of the Town of Fort Frances approve the Operating Budget increase of \$318,840 for 2022; and

FURTHER THAT the Municipal tax rate increase is 3.49%, which includes a reduction of the Large Industrial Tax ratio by one-half of the difference between the 2021 ratio and the Industrial ratio; therefore reducing it to 4.663262.

STRATEGIC IMPACT

The Strategic Impacts were presented on my last report dated February 22, 2022.

OPTIONS & ALTERNATIVES

- (1) That Council approve the Operating Budget increase of \$318,840 with the change to the Large Industrial Ratio to be equal to the Industrial Ratio in 2 years
- (2) That Council detail further changes to the Budget that they wish to see Administration bring forward.

HISTORY

Pursuant to the ***Municipal Act, 2001***, Section 290, for each year, a local municipality shall, in the year or the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality, including,

- a) Amounts sufficient to pay all debts of the municipality falling due within the year;
- b) Amounts required to be raised for sinking funds or retirement funds; and
- c) Amounts required for any board, commission or other body.

At the last Special Committee of the Whole-Budget meeting, Council advised that they wanted Administration to cut \$100,000 from that Budget and to proceed with Option 2, which reduces the Large Industrial ratio over 2 years to be equivalent to the Industrial ratio.

ANALYSIS

Administration has been working on operating projections for the 2022 year. Administration had reviewed the budget line by line in advance of sending the information to Council, and as such we feel we are providing an accurate budget forecast for 2022. These projections were presented to the Executive Committees during the week of February 7 and discussed at the Special Committee of the Whole-Budget meeting on February 22. The changes to that budget are attached to this agenda.

The Preliminary Water and Sewer balanced budgets were incorporated in the budget document package, but they do not have a direct impact on the General Operating budget. The Water & Sewer Budgets are stand-alone utilities supported by Water & Sewer rates, which are a cost of living, but do not directly affect taxation rates.

The Current 2022 General Operating Budget presented, indicates a deficit of \$318,840.

Division	2021	2022	Increase/ Decrease	Amount
Corporate Services	(10,574,903)	(10,518,072)	Increase	54,831
Administration & Finance	1,278,045	1,423,071	Increase	145,026
Emergency Services (includes COVID-19)	3,301,734	3,281,094	Decrease	(20,640)
Community Services	2,336,300	2,394,046	Increase	57,746
Operations & Facilities	3,379,827	3,484,922	Increase	105,095
Planning & Development	278,997	255,779	Decrease	(23,218)
Total Budget Increase				318,840

In considering the impact of the 2022 budget on the tax rates for ratepayers in the Town of Fort Frances, please consider the following:

- 1.4% of the increase is a reserve transfer due to the results of the AMP
- The remaining tax rate increase for 2022 is 2.09%
- CPI for 2021 was 5.2%

There was a public request that was missed and is attached here now. It is from Safe Communities Rainy River District requesting the Town's generous support of a 0.25 cent per capita levy. In 2020, the levy to this group was cut from the budget as there are so many community groups doing the same or similar service and Council decided to discontinue funding it. I have left this out of the budget for that reason.

CONSULTATION

The following groups have been consulted and have had major input into the Operating Budget:

- Senior Managers
- Middle Managers
- Executive Committees

SUPPORTING DOCUMENTS

- (1) Safe Communities Support Request
- (2) 2022 Draft Budget Changes
- (3) Tax Rates using Alternative Ratios where the Large Industrial Ratio is reduced
- (4) Tax Analysis of Above Scenario

ADMINISTRATIVE REPORT

Subject: Safe Communities Rainy River District Support Request
Date: 2022-07-05
To: Administration & Finance Executive Committee
From: Dawn Galusha, Treasurer
File Number: TRE2022-37



ISSUE

Safe Communities Rainy River District has requested support from the Town of Fort Frances in the amount of \$0.95 per capita.

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT the Administration and Finance Executive Committee consider the request and if they proceed, the impact is taken from the Council Public Relations budget line, as this support was specifically discussed and not included in the 2022 Budget.

STRATEGIC IMPACT

#23- Work with community partners to more effectively address social issues such as homelessness, substance abuse and mental health issues. Safe Communities Rainy River District deals directly with these issues in Fort Frances and the District.

OPTIONS & ALTERNATIVES

- (1) Approve the request.
- (2) Deny the request.

HISTORY

Attached is the request received dated December 8, 2021 where a \$0.25 per capita levy was the amount requested. Also, you will see in my report dated March 7, 2022 that this was presented and discussed at that Budget meeting. In 2020, the levy to this group was cut from the budget as there are so many community groups doing the same or similar service and Council decided to discontinue funding it. I have left this out of the 2022 budget for that reason.

The request dated June 20, 2022 is now requesting a \$0.95 per capita levy in order to fund the \$14,700 budget as included in this report. Using the 2021 Census values, the cost to Fort Frances would be \$7,092.70.

SAFE COMMUNITIES RAINY RIVER DISTRICT SUPPORT REQUEST

CONSULTATION

N/A

SUPPORTING DOCUMENTS

1. Letter of Support and Budget dated June 20, 2022
2. Letter of Support dated December 8, 2021
3. Treasurer's Budget Report dated March 7, 2022





c/o 1426 Sunset Drive
Fort Frances, ON
P9A 2T8

December 8, 2021

Town of Fort Frances
c/o Gabrielle Lecuyer

27 years ago many of our local community organizations joined together to form The Rainy River Safety Coalition, now known as "Safe Communities". It is with this presence that we are recognized by the World Health Organization as a designated safe community.

Covid has slowed us down, however the good news is that quarterly partner meetings have resumed and plans for an annual 2022 AGM are underway, during which, specific targets will be developed based on stakeholders input.

New projects and programs are offered each year. Support initiatives include: OPP positive ticket campaign, NWHU car seat inspection program, Alcohol and risk-related trauma prevention programs for youth, high school Chem-free grad and First Responder training, as well as Road and Rail safety projects, anti bullying buddy benches, phone charger safety advertising, School bus safety, winter warmth emergency toques and life jacket safety use and promotion, to list a few!

Guest speakers are invited to our partners meetings to help us better understand and appreciate issues to include: cultural barriers, substance abuse, mental health and dementia, as examples.

Our district municipalities have generously supported this via a .25-cent per capita levy.

For the past two years we have not received this support and would kindly ask that you consider placing it in your upcoming budget.

Safety Promotion is not only the right thing to do, but prevents suffering and expense that would otherwise occur. We have a history of safety enlightenment which we wish to carry forward, with your help!

Yours in Safety,

A handwritten signature in black ink, appearing to read "C Buist".

Chad Buist, co-chair

cbuist@rrdssab.on.ca



RAINY RIVER DISTRICT SAFE COMMUNITIES
--

INTERIM BUDGET - 2022

GILLON'S INSURANCE

- DIRECTORS LIABILITY, MEDIMAN AND S.I.D.N.E. INSURANCE (Simulated Impaired Driving Experience)	5,000
P.A.R.T.Y. LICENCE (PREVENT ALCOHOL RELATED TRAUMA IN YOUTH)	500
MEDIMAN WARRANTY (SAFETY MANNEQINS)	2,200
CHEM FREE GRAD	600
- Fort Frances, Atikokan, Rainy River	600
PROJECT SAFE HALLOWEEN (TRUNK OR TREAT)	1,000
OVERDOSE AWARENESS DAY - SUBSTANCE ABUSE PREVENTION TEAM	200
POSITIVE TICKETING - OPP PARTNERSHIP	500
STRATEGIC PLANNING SESSION (2023)	
YOUTH MEDICAL FIRST RESPONDERS - RECOGNITION AWARD	100
YOUTH MEDICAL FIRST RESPONDERS - EMS CONFERENCE FEES	1,000
CAR SEAT SAFETY AWARENESS CLINIC	500
BICYCLE SAFETY RODEO	500
NALOXONE & CPR TRAINING - 4 SESSIONS	800
CELL PHONE CHARGING STATIONS UPGRADE	200
ADVERTISING	1,000
	14,700

PER CAPITA

0.95

DISTRICT POPULATIONS	
ALBERTON	954
ATIKOKAN	2,642
CHAPPLE	763
DAWSON	399
EMO	1,204
FORT FRANCES	7,466
LAVALLEE	788
MORLEY	493
RAINY RIVER	752
	<hr/>
	15,461



P.O. Box 124,
Fort Frances, ON
P9A 3M5

June 20, 2022

Dear Municipal Councillors,

We are writing today to ask for your help in supporting Rainy River District Safe Communities. The committee has always drawn members from many different areas of the community and has included town councillors, representatives from EMS, OPP, the Northwestern Health Unit, DSSAB, Riverside Health Care, Rainy River District School Board, The Northwest Catholic School Board, CN Police Services, Treaty Three Police Services, The United Native Friendship Centre, Rainy River District Women's Shelter of Hope, RR District Victim Services Program, owners and managers of businesses that serve the local area, and more. Safe Communities also partners with these organizations to bring safety programs and services to the communities it serves.

Safe Communities has a long history in the Rainy River District. Beginning as the Rainy River Valley Safety Coalition in 1994, the goal was to be recognized as the "safest community in Canada". The group was very successful and in 2002 was chosen by the World Health Organization as a location to hold the 11th annual World Health Safety Conference that saw 250 delegates from 23 countries attend and gained recognition as a safe community from the WHO that same year.

The list of successful programs and initiatives Safe Communities have convened is lengthy and varied. Some of the topics the Safe Communities Team has taken on are, substance abuse education, overnight camps to teach youth the risk factors associated with crime and victimization, participation in Project Safe Hallowe'en where 4,000 glow sticks were distributed to daycares and schools along with instruction to keep safe while Trick-or-Treating. The SIDNE program (Simulated Impaired Driving Experience) that educates youth in the dangers of impaired or distracted driving, the PARTY program (Prevent Alcohol Related Trauma in Youth), a one-day injury awareness and prevention program for youth age 15 and older that is vital in the community effort to reduce death and injury in alcohol, drug and risk-related crashes and incidents. Passport to Farm Safety, car-seat safety clinics where new parents are taught how to choose and use a safe car seat for infants and young children, the "Kiss-and-Ride" program which addressed the safety concerns of children crossing busy roads to get to school.

The First Responder Community Youth Program would especially be hard hit due to lack of funding. Participants in this program are involved in many community events and safety initiatives such as AEDs that are installed in community spaces like the library, providing first aid for the Canadian Bass Championship, the Dragon Boat Festival, Canada Day festivities, Pow Wows, sandbagging, helping out with the PARTY and SIDNE programs and many more. The program has received international recognition in JEMS (Journal of Emergency Medical Services), the International Journal of Injury Prevention, and served as a pilot project for several high schools in the USA. The MEDIMAN mannequins used for First Aid training and the equipment for the SIDNE program would no longer be insured due to lack of funding.

The Substance Abuse Prevention Team (SAPT) was brought under the umbrella of Safe Communities when provincial funding came to an end in 2014. The Team continues to provide programs that educate and prevent drug abuse. Drug abuse in the Rainy River area has reached crisis level. There is a renewed energy about the team and since February we have grown our members to 28 from our previous 16. The team held a BBQ in Rainy Lake Square on May 17, 2022 and distributed care packages to the homeless

and addicted. Planning for more events continues as the illicit drug problem grows in our communities. While much can be done by donation from the agencies involved in the team, resources grow thin from all sides, and the team cannot educate our young people on the dangers of drug abuse.

In closing, we just want to say that we hope that you will see the positive effects of having a dedicated group of individuals that are looking to keep the entire Rainy River District safe.

Kind Regards,

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

Chad Buist,
Chair, Safe Communities

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

Joan MacLean
Co-chair, Safe Communities

ADMINISTRATIVE REPORT

Subject: Request for Reconsideration Minutes of Settlement for 804 Scott St for 2022 Roll #5912-030-002-02500-0000
Date: 2022-07-11
To: Committee of the Whole of Council
From: Dawn Galusha, Treasurer
File Number: TRE2022-31



ISSUE

- (1) Request for Reconsideration Minutes of Settlement for 804 Scott St for 2022 Roll #5912-030-002-02500-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of the Administration & Finance Executive Committee:

THAT the Committee of the Whole of Council recommend processing the request for reconsideration minutes of settlement for the property located at 804 Scott Street for 2022 as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the request for reconsideration.
- (2) Deny the request.

HISTORY

Attached are the Minutes of Settlement for the 2022 taxation year under Section 39.1 of the *Assessment Act* from MPAC with regard to the following property:

804 Scott Street– Commercial (CT) CVA of 374,000 decreased to CVA of 286,000, effective January 1, 2022 for the 2022 taxation year resulting from an updated commercial building value.

ANALYSIS

The Municipality may object to the *Request for Reconsideration Minutes of Settlement* applications within 90 days after receiving the notice for the above referenced property filed under Section 39.1 of the *Assessment Act* as listed on the M.O.S. application being August 4, 2022.

REQUEST FOR RECONSIDERATION MINUTES OF SETTLEMENT FOR 804 SCOTT ST FOR 2022 ROLL**#5912-030-002-02500-0000**

That total financial impact of the Minutes of Settlement is \$3,815.46 consisting of a reduction of municipal revenue of \$3,068.84, and education revenue of \$746.62 as listed in the attached Tax Account Adjustment worksheet.

CONSULTATION

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



ADMINISTRATIVE REPORT

Subject: Request for Reconsideration Minutes of Settlement for 804 Scott St. for 2022 Roll #5912-030-002-02500-0000
Date: 2022-07-05
To: Administration & Finance Executive Committee
From: Dawn Galusha, Treasurer
File Number: TRE2022-31



ISSUE

- (1) Request for Reconsideration Minutes of Settlement for 804 Scott St. for 2022 Roll #5912-030-002-02500-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT the Administration and Finance Executive Committee recommend processing the request for reconsideration minutes of settlement for the property located at 804 Scott Street for 2022 as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the request for reconsideration.
- (2) Deny the request.

HISTORY

Attached are the Minutes of Settlement for the 2022 taxation year under Section 39.1 of the *Assessment Act* from MPAC with regard to the following property:

804 Scott Street– Commercial (CT) CVA of 374,000 decreased to CVA of 286,000, effective January 1, 2022 for the 2022 taxation year resulting from an updated commercial building value.

ANALYSIS

The Municipality may object to the *Request for Reconsideration Minutes of Settlement* applications within 90 days after receiving the notice for the above referenced property filed under Section 39.1 of the *Assessment Act* as listed on the M.O.S. application being August 4, 2022.

REQUEST FOR RECONSIDERATION MINUTES OF SETTLEMENT FOR 804 SCOTT ST. FOR 2022 ROLL #5912- 030-002-02500-0000

That total financial impact of the Minutes of Settlement is \$3,815.46 consisting of a reduction of municipal revenue of \$3,068.84, and education revenue of \$746.62 as listed in the attached Tax Account Adjustment worksheet.

CONSULTATION

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



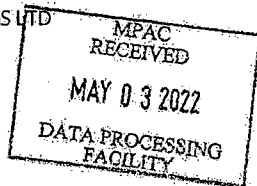
# Days	Year Affected	Roll #	Assessment Change	RTC/RTQ	Municipal Rate	School Rate	Municipal Amount	English Public	English Separate	French Public	French Separate	No Sup School	BIA	TOTAL
MOS	2022	3.2.02500	CT	-88,000	0.03487323	0.00848436	-3,068.84					-746.62		-3,815.46

**Minutes of Settlement
2022 Tax Year
Results of Request for Reconsideration
Property Assessment Notice**



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
PROPRIÉTÉ DES MUNICIPALITÉS

FARM BOY REAL ESTATE HOLDINGS LTD
RMB 277
RR 1 LCD MAIN
FORT FRANCES ON P9A3M2



Contact Us



Call: 1 866 296-MPAC (6722)
TTY: 1 877 889-MPAC (6722)
Monday to Friday 8 a.m. to 5 p.m.



Email: enquiry@mpac.ca



Write: MPAC, 1340 Pickering Parkway
Suite 101, Pickering ON L1V 0C4

If you have any accessibility
needs, please contact MPAC
for assistance.

This Minutes of Settlement document contains the results of the Municipal Property Assessment Corporation's (MPAC) review of your Request for Reconsideration for the following property. You have a choice to accept or reject the revised property assessment below.

Owner name(s) FARM BOY REAL ESTATE HOLDINGS LTD
Roll number 59-12-030-002-02500-0000
Property location and description 804 SCOTT ST
PLAN ALB LOT 413 PCL 413:1 & 413:2
Municipality/Local taxing Authority FORT FRANCES TOWN

CURRENT Property Assessment

**Property
Classification**

Commercial (CT)
Total

Current Value Assessed
2012 2016
\$304,000 \$374,000
\$304,000 \$374,000

**Property
Classification**

Commercial (CT)
Total

Effective date: January 01, 2022

Phase-in Assessment for Taxation Years
2022
\$374,000
\$374,000

RECOMMENDED Property Assessment

**Property
Classification**

Commercial (CT)
Total

Current Value Assessed
2012 2016
\$304,000 \$286,000
\$304,000 \$286,000

**Property
Classification**

Commercial (CT)
Total

Effective date: January 01, 2022

Phase-in Assessment for Taxation Years
2022
\$286,000
\$286,000

Why your property assessment changed

- Updated commercial/industrial building value

What this change means to you

Under Ontario's *Assessment Act*, the January 1, 2016 assessed value and classification of your property will be used to calculate your 2022 property taxes.



Please check (✓) one of the following:

☒ I **accept** my recommended assessment
I understand that if I **accept** the recommended assessment on page one of this form, my municipality or local taxing authority will use it to adjust my property taxes. It also has the option to object to the recommended assessment and appeal it to the Assessment Review Board (ARB).

OR

☐ I **reject** my recommended assessment
I understand that if I **reject** the recommended assessment on page one of this form, the assessed value of my property will stay the same as it appears on my 2016 Property Assessment Notice. I also understand that I may appeal MPAC's decision to the Assessment Review Board by July 18, 2022.

To complete your Request for Reconsideration, please check one of the above boxes, sign and send a copy of the entire document to MPAC in one of the following ways:

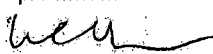


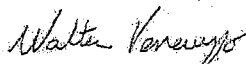
Email: enquiry@mpac.ca



Write: MPAC, 1340 Pickering Parkway,
Suite 101, Pickering ON L1V 0C4

We must receive your response no later than May 13, 2022. If you do not provide a response by checking one of the above boxes, the 2016 assessment of your property will not change.

Signature of property owner/representative 	Print name Wade Fritzen Proprietor	Date (yyyy/mm/dd) 2022/04/22
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Signature of MPAC representative 	Print name Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2022/04/19
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Objection by Municipality or Local Taxing Authority

Signature of municipal representative	Print name and title	Date (yyyy/mm/dd)
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Last date for a municipal appeal: August 4, 2022

PLEASE NOTE: MPAC reserves the right to revise the phased-in assessment amounts included in this Minutes of Settlement if there are any changes in the law that affect the 2016 Current Value Assessment (CVA).

Tax Year: 2022

Roll Number: 59-12-030-002-02500-0000

Batch: HH06292022FARM

#	Name	Assessment Code	Description	Assessment	Levy Amount	General
030002025000000	FARM BOY REAL ESTATE HOLDINGS LT					
General	CTN		Com Tx:Full - NoSup	-\$88,000	-\$3,815.46	
Roll Total:				-\$88,000	-\$3,815.46	
				-\$88,000	-\$3,815.46	-\$88,000

*** END OF REPORT ***

Date: 6/29/2022 9:42:47 AM
User: hhatch

Town of Fort Frances
Distribution Summary
Property Taxes

Batch: HH06292022FARM

Account Number	Account Description	Amount
10-001-0000-0040-10241	Taxes Receivable- Current	-\$3,815.46
10-010-0150-0122-50014	Commercial Tax Full - T (Including D	\$3,068.84
10-010-0151-0122-50014	Commercial Tax Full - T (Including D	\$746.62
	Report Total:	\$0.00

*** E N D O F R E P O R T ***

ADMINISTRATIVE REPORT

Subject: Request for Reconsideration Minutes of Settlement for 1107 Kings Highway for 2022 Roll #5912-010-006-05600-0000
Date: 2022-07-11
To: Committee of the Whole of Council
From: Dawn Galusha, Treasurer
File Number: TRE2022-32



ISSUE

- (1) Request for Reconsideration Minutes of Settlement for 1107 Kings Highway for 2022 Roll #5912-010-006-05600-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of the Administration and Finance Executive Committee:

THAT the Committee of the Whole of Council recommend processing the request for reconsideration minutes of settlement for the property located at 1107 Kings Highway for 2022 as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the request for reconsideration.
- (2) Deny the request.

HISTORY

Attached are the Minutes of Settlement for the 2022 taxation year under Section 39.1 of the *Assessment Act* from MPAC with regard to the following property:

1107 Kings Highway– Residential (RT) CVA of 92,000 decreased to CVA of 34,500, effective January 1, 2022 for the 2022 taxation year resulting from a changed value due to condition of structures.

ANALYSIS

The Municipality may object to the *Request for Reconsideration Minutes of Settlement* applications within 90 days after receiving the notice for the above referenced property filed under Section 39.1 of the *Assessment Act* as listed on the M.O.S. application being August 11, 2022.

REQUEST FOR RECONSIDERATION MINUTES OF SETTLEMENT FOR 1107 KINGS HIGHWAY FOR 2022
ROLL #5912-010-006-05600-0000

That total financial impact of the Minutes of Settlement is \$1,152.15 consisting of a reduction of municipal revenue of \$1,064.17 and education revenue of \$87.98 as listed in the attached Tax Account Adjustment worksheet.

CONSULTATION

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



ADMINISTRATIVE REPORT

Subject: Request for Reconsideration Minutes of Settlement for 1107 Kings Highway for 2022 Roll #5912-010-006-05600-0000
Date: 2022-07-05
To: Administration & Finance Executive Committee
From: Dawn Galusha, Treasurer
File Number: TRE2022-32



ISSUE

- (1) Request for Reconsideration Minutes of Settlement for 1107 Kings Highway for 2022 Roll #5912-010-006-05600-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT the Administration and Finance Executive Committee recommend processing the request for reconsideration minutes of settlement for the property located at 1107 Kings Highway for 2022 as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the request for reconsideration.
- (2) Deny the request.

HISTORY

Attached are the Minutes of Settlement for the 2022 taxation year under Section 39.1 of the *Assessment Act* from MPAC with regard to the following property:

1107 Kings Highway– Residential (RT) CVA of 92,000 decreased to CVA of 34,500, effective January 1, 2022 for the 2022 taxation year resulting from a changed value due to condition of structures.

ANALYSIS

The Municipality may object to the *Request for Reconsideration Minutes of Settlement* applications within 90 days after receiving the notice for the above referenced property filed under Section 39.1 of the *Assessment Act* as listed on the M.O.S. application being August 11, 2022.

REQUEST FOR RECONSIDERATION MINUTES OF SETTLEMENT FOR 1107 KINGS HIGHWAY FOR 2022 ROLL #5912-010-006-05600-0000

That total financial impact of the Minutes of Settlement is \$1,152.15 consisting of a reduction of municipal revenue of \$1,064.17 and education revenue of \$87.98 as listed in the attached Tax Account Adjustment worksheet.

CONSULTATION

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



# Days	Year Affected	Roll #	Assessment Change	RTC/RTQ	Municipal Rate	School Rate	Municipal Amount	English Public	English Separate	French Public	French Separate	No Sup School	BIA	TOTAL
MOS	2022	1.6.05600	RTEP	-57,500	0.01850739	0.00153000	-1,064.17	-87.98						-1,152.15

**Minutes of Settlement
2022 Tax Year
Results of Request for Reconsideration
Property Assessment Notice**



MUNICIPAL PROPERTY
ASSESSMENT CORPORATION
SOCIÉTÉ D'ÉVALUATION
FONCIÈRE DES MUNICIPALITÉS

ALMOND, TIMOTHY
1107 KINGS HWY
FORT FRANCES ON P9A 2X8

Contact Us



Call: 1 866 296-MPAC (6722)
TTY 1 877 889-MPAC (6722)
Monday to Friday 8 a.m. to 5 p.m.



Email: enquiry@mpac.ca



Write: MPAC, 1340 Pickering Parkway
Suite 101, Pickering ON L1V 0C4

If you have any accessibility
needs, please contact MPAC
for assistance.

This Minutes of Settlement document contains the results of the Municipal Property Assessment Corporation's (MPAC) review of your Request for Reconsideration for the following property. You have a choice to accept or reject the revised property assessment below.

Owner name(s) ALMOND, TIMOTHY
Roll number 59-12-010-006-05600-0000
Property location and description 1107 KING'S HWY
PT RIV R LOT 42 PCL 13168
Municipality/Local taxing Authority FORT FRANCES TOWN

**CURRENT Property Assessment
Property
Classification**

Residential (RT)
Total

Current Value Assessed
2012 **2016**
\$90,000 \$92,000
\$90,000 \$92,000

**Property
Classification**

Residential (RT)
Total

Effective date: January 01, 2022

Phase-In Assessment for Taxation Years
2022
\$92,000
\$92,000

RECOMMENDED Property Assessment

**Property
Classification**

Residential (RT)
Total

Current Value Assessed
2012 **2016**
\$33,750 \$34,500
\$33,750 \$34,500

**Property
Classification**

Residential (RT)
Total

Effective date: January 01, 2022

Phase-In Assessment for Taxation Years
2022
\$34,500
\$34,500

Why your property assessment changed

- Changed value due to condition of structure(s)

What this change means to you

Under Ontario's *Assessment Act*, the January 1, 2016 assessed value and classification of your property will be used to calculate your 2022 property taxes.



Please check (✓) one of the following:



I accept my recommended assessment

I understand that if I accept the recommended assessment on page one of this form, my municipality or local taxing authority will use it to adjust my property taxes. It also has the option to object to the recommended assessment and appeal it to the Assessment Review Board (ARB).

OR



I reject my recommended assessment

I understand that if I reject the recommended assessment on page one of this form, the assessed value of my property will stay the same as it appears on my 2016 Property Assessment Notice. I also understand that I may appeal MPAC's decision to the Assessment Review Board by July 4, 2022.

To complete your Request for Reconsideration, please check one of the above boxes, sign and send a copy of the entire document to MPAC in one of the following ways:



Email: enquiry@mpac.ca



Write: MPAC, 1340 Pickering Parkway,
Suite 101, Pickering ON L1V 0C4

We must receive your response no later than May 7, 2022. If you do not provide a response by checking one of the above boxes, the 2016 assessment of your property will not change.

Signature of property owner/representative 	Print name Timothy Almond	Date (yyyy/mm/dd) 2022/05/07
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Signature of MPAC representative 	Print name Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2022/04/05
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Objection by Municipality or Local Taxing Authority

Signature of municipal representative	Print name and title	Date (yyyy/mm/dd)
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Last date for a municipal appeal: August 11, 2022

PLEASE NOTE: MPAC reserves the right to revise the phased-in assessment amounts included in this Minutes of Settlement if there are any changes in the law that affect the 2016 Current Value Assessment (CVA).

Tax Year: 2022

Roll Number: 59-12-010-006-05600-0000

Date: 6/29/2022 9:24:35 AM
 User: hhatch

Town of Fort Frances
 Distribution Summary
 Property Taxes

Batch: HH06272022ALM

Account Number	Account Description	Amount
10-001-0000-0040-10241	Taxes Receivable- Current	-\$1,152.15
10-010-0150-0121-50018	Residential - EP	\$1,064.17
10-010-0151-0121-50018	Residential - EP	\$87.98
Report Total:		\$0.00
*** E N D O F R E P O R T ***		

Batch: HH06272022ALM

Roll #	Name	Assessment Code	Description	Assessment	Levy Amount	General

010006056000000	ALMOND TIMOTHY					
General	RTEP		Res/Farm Tx:Full - EPubSup	-\$57,500	-\$1,152.15	
Roll Total:				-\$57,500	-\$1,152.15	

				-\$57,500	-\$1,152.15	-\$57,500
=====						

*** END OF REPORT ***

ADMINISTRATIVE REPORT

Subject: Request for Reconsideration Minutes of Settlement for Mclrvine Road North for 2022 Roll #5912-010-006-12450-0000
Date: 2022-07-11
To: Committee of the Whole of Council
From: Dawn Galusha, Treasurer
File Number: TRE2022-33



ISSUE

- (1) Request for Reconsideration Minutes of Settlement for Mclrvine Road North for 2022 Roll #5912-010-006-12450-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of the Administration and Finance Executive Committee:

THAT the Committee of the Whole of Council recommend processing the request for reconsideration minutes of settlement for the property located at Mclrvine Road North for 2022 as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the request for reconsideration.
- (2) Deny the request.

HISTORY

Attached are the Minutes of Settlement for the 2022 taxation year under Section 39.1 of the *Assessment Act* from MPAC with regard to the following property:

Mclrvine Road North– Commercial (CT) CVA of 85,000 decreased to CVA of 0, and Residential (RT) CVA of 0 increased to CVA of 85,000, effective January 1, 2022 for the 2022 taxation year resulting from a changed in property use.

REQUEST FOR RECONSIDERATION MINUTES OF SETTLEMENT FOR MCIRVINE ROAD NORTH FOR**2022 ROLL #5912-010-006-12450-0000****ANALYSIS**

The Municipality may object to the *Request for Reconsideration Minutes of Settlement* applications within 90 days after receiving the notice for the above referenced property filed under Section 39.1 of the *Assessment Act* as listed on the M.O.S. application being July 28, 2022.

That total financial impact of the Minutes of Settlement is \$1,982.21 consisting of a reduction of municipal revenue of \$1,391.10 and education revenue of \$591.11 as listed in the attached Tax Account Adjustment worksheet.

CONSULTATION

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



ADMINISTRATIVE REPORT

Subject: Request for Reconsideration Minutes of Settlement for Mclrvine Road North for 2022 Roll #5912-010-006-12450-0000
Date: 2022-07-05
To: Administration & Finance Executive Committee
From: Dawn Galusha, Treasurer
File Number: TRE2022-33



ISSUE

- (1) Request for Reconsideration Minutes of Settlement for Mclrvine Road North for 2022 Roll #5912-010-006-12450-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT the Administration and Finance Executive Committee recommend processing the request for reconsideration minutes of settlement for the property located at Mclrvine Road North for 2022 as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the request for reconsideration.
- (2) Deny the request.

HISTORY

Attached are the Minutes of Settlement for the 2022 taxation year under Section 39.1 of the *Assessment Act* from MPAC with regard to the following property:

Mclrvine Road North– Commercial (CT) CVA of 85,000 decreased to CVA of 0, and Residential (RT) CVA of 0 increased to CVA of 85,000, effective January 1, 2022 for the 2022 taxation year resulting from a changed in property use.

REQUEST FOR RECONSIDERATION MINUTES OF SETTLEMENT FOR MCIRVINE ROAD NORTH FOR 2022 ROLL #5912-010-006-12450-0000

ANALYSIS

The Municipality may object to the *Request for Reconsideration Minutes of Settlement* applications within 90 days after receiving the notice for the above referenced property filed under Section 39.1 of the *Assessment Act* as listed on the M.O.S. application being July 28, 2022.

That total financial impact of the Minutes of Settlement is \$1,982.21 consisting of a reduction of municipal revenue of \$1,391.10 and education revenue of \$591.11 as listed in the attached Tax Account Adjustment worksheet.

CONSULTATION

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



# Days	Year Affected	Roll #	Assessment Change	RTC/RTQ	Municipal Rate	School Rate	Municipal Amount	English Public	English Separate	French Public	French Separate	No Sup School	BIA	TOTAL
MOS														
	2022	1.6.12450	CT	-85,000	0.03487323	0.00848436	-2,964.22					-721.17		-3,685.39
		1.6.12450	RT	85,000	0.01850739	0.00153000	1,573.13	130.05						1,703.18
							-1,391.10	130.05				-721.17		-1,982.21

Results of Request for Reconsideration Property Assessment Notice

MPAC

HAMILTON, ROBERT SCOTT
1725 SUNSET DR
FORT FRANCES ON P9A 3V2

Call MPAC



Call MPAC at 1-800-387-7272



Email MPAC at info@mpac.on.ca



Write MPAC at 100 Wellington Street West, Suite 100, Toronto, Ontario M5X 1C3

If you have any questions or need help, please contact MPAC for assistance.

This Minutes of Settlement document contains the results of the Municipal Property Assessment Corporation's (MPAC) review of your Request for Reconsideration for the following property. You have a choice to accept or reject the revised property assessment below.

Owner name(s) HAMILTON, ROBERT SCOTT
Roll number 59-12-010-006-12450-0000
Property location and description MCIRVINE RD N
MCIRVINE SEC 30 & 31 PLAN 4843731 PTS 1,2,3,4,& 5 PCLS
25997.9973, 25996, 25998, 25999
Municipality/Local taxing Authority FORT FRANCES TOWN

CURRENT Property Assessment

Property Classification

Commercial (CT)
Total

Current Value Assessed

2012	2016
\$75,000	\$85,000
\$75,000	\$85,000

Property Classification

Commercial (CT)
Total

Effective date: January 01, 2022
Phase-In Assessment for Taxation Years

2022
\$85,000
\$85,000

RECOMMENDED Property Assessment

Property Classification

Residential (RT)
Total

Current Value Assessed

2012	2016
\$83,559	\$85,000
\$83,559	\$85,000

Effective date: January 01, 2022
Phase-In Assessment for Taxation Years

2022
\$85,000
\$85,000

Residential (RT)
Total

Why your property assessment changed

- Change in property use

What this change means to you
Under Ontario's Assessment Act, the January 1, 2016 assessed value and classification of your property will be used to calculate your 2022 property taxes

Please check (✓) one of the following:



I accept my recommended assessment

I understand that if I **accept** the recommended assessment on page one of this form, my municipality or local taxing authority will use it to adjust my property taxes. It also has the option to object to the recommended assessment and appeal it to the Assessment Review Board (ARB).

OR



I reject my recommended assessment

I understand that if I **reject** the recommended assessment on page one of this form, the assessed value of my property will stay the same as it appears on my 2016 Property Assessment Notice. I also understand that I may appeal MPAC's decision to the Assessment Review Board by June 20, 2022.

To complete your Request for Reconsideration, please check one of the above boxes, sign and send a copy of the entire document to MPAC in one of the following ways:



Email: enquiry@mpac.ca



Write: MPAC, 1340 Pickering Parkway,
Suite 101, Pickering ON L1V 0C4

We must receive your response no later than April 22, 2022. If you do not provide a response by checking one of the above boxes, the 2016 assessment of your property will not change.

Signature of property owner/representative 	Print name ROBERT S. HAMILTON	Date (yyyy/mm/dd) APR 21/22
--	----------------------------------	--------------------------------

Signature of MPAC representative 	Print name Walter Veneruzzo, Director, Valuation and Customer Relations	Date (yyyy/mm/dd) 2022/03/22
--------------------------------------	---	---------------------------------

Objection by Municipality or Local Taxing Authority

Signature of municipal representative	Print name and title	Date (yyyy/mm/dd)

Last date for a municipal appeal: July 28, 2022

PLEASE NOTE: MPAC reserves the right to revise the phased-in assessment amounts included in this Minutes of Settlement if there are any changes in the law that affect the 2016 Current Value Assessment (CVA).

Tax Year: 2022

Roll Number: 59-12-010-006-12450-0000



System: 6/29/2022 10:27:29 AM
User: hhatch

Town of Fort Frances
Levy By Assessment Code

Batch: HH06292022HAM

#	Name	Assessment Code	Description	Assessment	Levy Amount	General
010006124500000	HAMILTON ROBERT SCOTT					
General	CTN		Com Tx:Full - NoSup	-\$85,000	-\$3,685.39	
General	RTEP		Res/Farm Tx:Full - EPubSup	\$85,000	\$1,703.18	
			Roll Total:	\$0	-\$1,982.21	
				\$0	-\$1,982.21	\$0

*** END OF REPORT ***

Date: 6/29/2022 10:25:51 AM
User: hhatch

Town of Fort Frances
Distribution Summary
Property Taxes

Page: 1

Batch: HH06292022HAM

Account Number	Account Description	Amount
10-001-0000-0040-10241	Taxes Receivable- Current	-\$1,982.21
10-010-0150-0121-50018	Residential - EP	-\$1,573.13
10-010-0150-0122-50014	Commercial Tax Full - T (Including D	\$2,964.22
10-010-0151-0121-50018	Residential - EP	-\$130.05
10-010-0151-0122-50014	Commercial Tax Full - T (Including D	\$721.17
	Report Total:	\$0.00
		=====
*** E N D O F R E P O R T ***		

ADMINISTRATIVE REPORT

Subject: Amended Property Assessment Notice for 838 Huffman Court for 2022 Roll #5912-030-007-22427-0000
Date: 2022-07-05
To: Administration & Finance Executive Committee
From: Dawn Galusha, Treasurer
File Number: TRE2022-34



ISSUE

- (1) Amended Property Assessment Notice for 838 Huffman Court for 2022 Roll #5912-030-007-22427-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of the Administration and Finance Executive Committee:

THAT the Committee of the Whole of Council recommend that Council approve the adjustment of 2022 taxes from the Amended Property Notice for property located at 838 Huffman Court as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the Amended Property Assessment Notice.
- (2) Deny the request.

HISTORY

Attached is the Amended Property Assessment Notice for the 2022 taxation year under the *Assessment Act* from MPAC resulting from correction of factual information regarding the property has resulted in a change to the assessment. These changes are effective for taxation beginning January 1, 2022.

ANALYSIS

That total financial impact of the Amended Property Assessment Notice is \$1,382.58 consisting of a reduction of municipal revenue of \$1,277.01 and education revenue of \$105.57 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

AMENDED PROPERTY ASSESSMENT NOTICE FOR 838 HUFFMAN COURT FOR 2022 ROLL #5912-030-007-22427-0000**CONSULTATION**

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



ADMINISTRATIVE REPORT

Subject: Amended Property Assessment Notice for 838 Huffman Court for 2022 Roll #5912-030-007-22427-0000
Date: 2022-07-05
To: Administration & Finance Executive Committee
From: Dawn Galusha, Treasurer
File Number: TRE2022-34



ISSUE

- (1) Amended Property Assessment Notice for 838 Huffman Court for 2022 Roll #5912-030-007-22427-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT the Administration and Finance Executive Committee recommend that Council approve the adjustment of 2022 taxes from the Amended Property Notice for property located at 838 Huffman Court as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the Amended Property Assessment Notice.
- (2) Deny the request.

HISTORY

Attached is the Amended Property Assessment Notice for the 2022 taxation year under the *Assessment Act* from MPAC resulting from correction of factual information regarding the property has resulted in a change to the assessment. These changes are effective for taxation beginning January 1, 2022.

ANALYSIS

That total financial impact of the Amended Property Assessment Notice is \$1,382.58 consisting of a reduction of municipal revenue of \$1,277.01 and education revenue of \$105.57 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

**AMENDED PROPERTY ASSESSMENT NOTICE FOR 838
HUFFMAN COURT FOR 2022 ROLL #5912-030-007-22427-
0000**

CONSULTATION

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



PRANS

[illegible]



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Issue Date:
January 24, 2022

MITCHELL ADAM JOSEPH
GUSTAFSON-MITCHELL DANIELLE NICOLE
RMB 2012
1425 HIGHWAY 11 E
RR 2
FORT FRANCES ON P9A 3M3

THIS IS NOT A TAX BILL.

The Municipal Property Assessment Corporation (MPAC) is responsible for assessing and classifying all properties in Ontario. Your municipality will use your assessment to calculate your 2022 property taxes.

Why am I receiving this notice?

This Amended Property Assessment Notice replaces the Notice we previously sent. We have corrected factual information about your property which has changed the assessed value, classification and/or tax liability. This change is effective for taxation beginning January 1, 2022.

PROPERTY OVERVIEW:

Roll number: 59 12 030 007 22427 0000
Location and description: 838 HUFFMAN CRT
PLAN 48M382 LOT 15
Municipality: FORT FRANCES TOWN

AMENDED ASSESSMENT OVERVIEW:

Your property's assessed value as of **January 1, 2016:** **\$425,000**
Your property's assessed value as of **January 1, 2012:** **\$417,796**
Between **2012** and **2016**, your property's assessed value changed by: **\$7,204**

What happens if my assessed value has changed?

Your updated assessed value will be used to calculate your property taxes for the 2022 tax year.

Amended Property Assessment Notice

For the 2022 property
tax year

This notice contains important information about an update made to your property during the year.

Please visit mpac.ca/notice or scan the QR code below with your mobile device to learn more about why you are receiving this notice.



Please review and keep for your records.

MPAC assesses and classifies all properties in Ontario in compliance with the *Assessment Act* and regulations set by the Government of Ontario.

Property assessments for the 2022 tax year will continue to be based on the fully phased-in January 1, 2016 assessed values.

The applicable legislation prevails to the extent there is any conflict between this Notice and the current law. This assessment is made under section 32(1.1) of the *Assessment Act*.



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

PROPERTY SUMMARY:

Property type: Single Family Detached

Property information: Frontage: 74.64 feet
Depth: 114.83 feet
Lot area: 0.20 acres

Building - exterior square footage: 2,839 square feet

Year of construction: 2020

UNDERSTANDING YOUR AMENDED PROPERTY ASSESSMENT NOTICE:

Why am I receiving this notice ? ■

MPAC previously sent a Notice on the assessment of your property. Since then, we have made corrections in the factual information about your property. This may include:

- buildings or other structures
- use
- lot size
- legal description, or
- other factual information that affects its assessed value, classification and/or tax liability.



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Attachment

Roll number:

59 12 030 007 22427 0000

CHANGE(S) TO YOUR PROPERTY ASSESSMENT:

Previous assessment information:

Tax class	Value as of Jan. 1, 2012	Value as of Jan. 1, 2016	Assessed value 2022
Residential Taxable	\$485,626	\$494,000	\$494,000

Amended for the 2022 tax year:

Tax class	Value as of Jan. 1, 2012	Value as of Jan. 1, 2016	Assessed value 2022
Residential Taxable	\$417,796	\$425,000	\$425,000

SCHOOL SUPPORT:

Property class	School support type	2022 assessment
Residential	English-Public	\$425,000



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Attachment

CONTINUED

Roll number:

59 12 030 007 22427 0000

HOW CAN I LEARN MORE ABOUT MY ASSESSMENT?

Visit **mpac.ca** and log onto **AboutMyProperty** to learn more about how your property was assessed, see the information we have on file and compare it to others in your area.

To register, enter in your roll number and access key as noted below.

Roll number:

59 12 030 007 22427 0000

Access key:

74548 5A513 6C9FE

If you do not agree with the change(s) in the assessed value and/or the classification, you may file an RfR or appeal.

Owners of a property with a residential, farm or managed forests classification:

If you want a review of your property assessment change(s), the first step is to ask MPAC for a free-of-charge RfR. You must do this before you can appeal to the Assessment Review Board (ARB).

Your deadline for requesting an RfR is May 24, 2022. To file an RfR, visit **mpac.ca**.

Owners of other property classifications:

You may (but do not have to) ask for a free-of-charge RfR before considering an appeal to the ARB.

Your ARB filing deadline is May 24, 2022. To file an appeal, visit the ARB's website at **tribunalsontario.ca/arb/**.

For all properties:

If you submit an RfR, you must wait for MPAC's decision before you may appeal to the ARB.

WE'RE HERE TO HELP

Visit **mpac.ca** or contact us at **1 866 296-6722** or TTY **1 877 889-6722** and one of our assessment experts will assist you.

Please have your roll number available when you contact us.
Monday to Friday 8 a.m. to 5 p.m.

If you have any accessibility needs, please let our representatives know how we can best accommodate you.

Pour changer votre préférence en matière de langue, veuillez vous connecter à AboutMyProperty sur **mpac.ca/fr**.

System: 6/29/2022 11:35:03 AM
User: hhatch

Town of Fort Frances
Levy By Assessment Code

AGENDA ITEM #5.7
Page: 1

Batch: HH06292022MITCH

#	Name	Assessment Code	Description	Assessment	Levy Amount	General
030007224270000	MITCHELL ADAM JOSEPH					
General	RTEP		Res/Farm Tx:Full - EPubSup	-\$69,000	-\$1,382.58	
			Roll Total:	-\$69,000	-\$1,382.58	
				-\$69,000	-\$1,382.58	-\$69,000

*** END OF REPORT ***

Date: 6/29/2022 11:34:46 AM
User: hhatch

Town of Fort Frances
Distribution Summary
Property Taxes

Batch: HH06292022MITCH

Account Number	Account Description	Amount
10-001-0000-0040-10241	Taxes Receivable- Current	-\$1,382.58
10-010-0150-0121-50018	Residential - EP	\$1,277.01
10-010-0151-0121-50018	Residential - EP	\$105.57
Report Total:		\$0.00
*** E N D O F R E P O R T ***		=====

ADMINISTRATIVE REPORT

Subject: Amended Property Assessment Notice for Union Gas Distribution Lines for 2022 Roll #5912-030-007-24300-0000
Date: 2022-07-11
To: Committee of the Whole of Council
From: Dawn Galusha, Treasurer
File Number: TRE2022-35



ISSUE

- (1) Amended Property Assessment Notice for Union Gas Distribution Lines for 2022 Roll #5912-030-007-24300-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of the Administration and Finance Executive Committee:

THAT the Committee of the Whole of Council recommend that Council approve the adjustment of 2022 taxes from the Amended Property Notice for property known as Union Gas Distribution Lines as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the Amended Property Assessment Notice.
- (2) Deny the request.

HISTORY

Attached is the Amended Property Assessment Notice for the 2022 taxation year under the *Assessment Act* from MPAC resulting from correction of factual information regarding the property has resulted in a change to the assessment. These changes are effective for taxation beginning January 1, 2022.

ANALYSIS

That total financial impact of the Amended Property Assessment Notice is \$1,005.64 consisting of a reduction of municipal revenue of \$847.24 and education revenue of \$158.40 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

AMENDED PROPERTY ASSESSMENT NOTICE FOR UNION GAS DISTRIBUTION LINES FOR 2022 ROLL**#5912-030-007-24300-0000****CONSULTATION**

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



ADMINISTRATIVE REPORT

Subject: Amended Property Assessment Notice for Union Gas Distribution Lines for 2022 Roll #5912-030-007-24300-0000
Date: 2022-07-05
To: Administration & Finance Executive Committee
From: Dawn Galusha, Treasurer
File Number: TRE2022-35



ISSUE

- (1) Amended Property Assessment Notice for Union Gas Distribution Lines for 2022 Roll #5912-030-007-24300-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT the Administration and Finance Executive Committee recommend that Council approve the adjustment of 2022 taxes from the Amended Property Notice for property known as Union Gas Distribution Lines as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the Amended Property Assessment Notice.
- (2) Deny the request.

HISTORY

Attached is the Amended Property Assessment Notice for the 2022 taxation year under the *Assessment Act* from MPAC resulting from correction of factual information regarding the property has resulted in a change to the assessment. These changes are effective for taxation beginning January 1, 2022.

ANALYSIS

That total financial impact of the Amended Property Assessment Notice is \$1,005.64 consisting of a reduction of municipal revenue of \$847.24 and education revenue of \$158.40 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

AMENDED PROPERTY ASSESSMENT NOTICE FOR UNION GAS DISTRIBUTION LINES FOR 2022 ROLL #5912-030-007- 24300-0000

CONSULTATION

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



2022 WRITE-OFFS/TAX ACCOUNT ADJUSTMENTS

[illegible]



Issue Date:
June 20, 2022

UNION GAS LIMITED
PROPERTY TAX DEPARTMENT 50 KEIL DRIVE
NORTH
PO BOX 2001 STN MAIN
CHATHAM ON N7M 5M1

Amended Property Assessment Notice

For the 2022 property
tax year

THIS IS NOT A TAX BILL.

The Municipal Property Assessment Corporation (MPAC) is responsible for assessing and classifying all properties in Ontario. Your municipality will use your assessment to calculate your 2022 property taxes.

Why am I receiving this notice?

This Amended Property Assessment Notice replaces the Notice we previously sent. We have corrected factual information about your property which has changed the assessed value, classification and/or tax liability. This change is effective for taxation beginning January 1, 2022.

PROPERTY OVERVIEW:

Roll number: 59 12 030 007 24300 0000
Location and description: GAS DISTRIBUTION LINES
Municipality: FORT FRANCES TOWN

AMENDED ASSESSMENT OVERVIEW:

Your property's assessed value as of January 1, 2016: **\$2,652,000**

Your property's assessed value as of January 1, 2012: **\$2,397,934**

Between 2012 and 2016, your property's assessed value changed by: **\$254,066**

What happens if my assessed value has changed?

Your updated assessed value will be used to calculate your property taxes for the 2022 tax year.

This notice contains important information about an update made to your property during the year.

Please visit mpac.ca/notice or scan the QR code below with your mobile device to learn more about why you are receiving this notice.



Please review and keep for your records.

MPAC assesses and classifies all properties in Ontario in compliance with the *Assessment Act* and regulations set by the Government of Ontario.

Property assessments for the 2022 tax year will continue to be based on the fully phased-in January 1, 2016 assessed values.

**PROPERTY SUMMARY:****Property type:** Pipelines**Property information:** Lot area: 1.00 acres**UNDERSTANDING YOUR AMENDED PROPERTY ASSESSMENT NOTICE:**

**Why am
I receiving ?
this notice ■**

MPAC previously sent a Notice on the assessment of your property. Since then, we have made corrections in the factual information about your property. This may include:

- buildings or other structures
- use
- lot size
- legal description, or
- other factual information that affects its assessed value, classification and/or tax liability.



Attachment

Roll number:

59 12 030 007 24300 0000

CHANGE(S) TO YOUR PROPERTY ASSESSMENT:

Previous assessment information:

Tax class	Value as of Jan. 1, 2012	Value as of Jan. 1, 2016	Assessed value 2022
Pipeline Taxable	\$2,414,210	\$2,670,000	\$2,670,000

Amended for the 2022 tax year:

Tax class	Value as of Jan. 1, 2012	Value as of Jan. 1, 2016	Assessed value 2022
Pipeline Taxable	\$2,397,934	\$2,652,000	\$2,652,000

SCHOOL SUPPORT:

Property class	School support type	2022 assessment
Pipeline	Not Applicable	\$2,652,000

HOW CAN I LEARN MORE ABOUT MY ASSESSMENT?

Visit mpac.ca and log onto **AboutMyProperty** to learn more about how your property was assessed, see the information we have on file and compare it to others in your area.

To register, enter in your roll number and access key as noted below.

Roll number: 59 12 030 007 24300 0000

Access key: ADA8C 99063 8C991

If you do not agree with the change(s) in the assessed value and/or the classification, you may file an RfR or appeal.

Owners of a property with a residential, farm or managed forests classification:

If you want a review of your property assessment change(s), the first step is to ask MPAC for a free-of-charge RfR. You must do this before you can appeal to the Assessment Review Board (ARB).

Your deadline for requesting an RfR is October 18, 2022. To file an RfR, visit mpac.ca.

Owners of other property classifications:

You may (but do not have to) ask for a free-of-charge RfR before considering an appeal to the ARB.

Your ARB filing deadline is October 18, 2022. To file an appeal, visit the ARB's website at tribunalsontario.ca/arb/.

For all properties:

If you submit an RfR, you must wait for MPAC's decision before you may appeal to the ARB.



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Attachment

CONTINUED

Roll number:

59 12 030 007 24300 0000

WE'RE HERE TO HELP

Visit mpac.ca or contact us at 1 866 296-6722 or TTY 1 877 889-6722
and one of our assessment experts will assist you.

Please have your roll number available when you contact us.
Monday to Friday 8 a.m. to 5 p.m.

If you have any accessibility needs, please let our representatives know how we can best accommodate you.

Pour changer votre préférence en matière de langue, veuillez vous connecter à
AboutMyProperty sur mpac.ca/fr.

Batch: HH06292022UNION

#	Name	Assessment Code	Description	Assessment	Levy Amount	General
030007243000000	UNION GAS LIMITED					
General	PTN		Pipeline Tx:Full - NoSup	-\$18,000	-\$1,005.64	
			Roll Total:	-\$18,000	-\$1,005.64	
				-\$18,000	-\$1,005.64	-\$18,000

*** END OF REPORT ***

Date: 6/29/2022 10:50:39 AM
User: hhatch

Town of Fort Frances
Distribution Summary
Property Taxes

Batch: HH06292022UNION

Account Number	Account Description	Amount
10-001-0000-0040-10241	Taxes Receivable- Current	-\$1,005.64
10-010-0151-0126-50014	Pipeline - T - NS	\$158.40
10-010-0150-0126-50014	Pipeline Tax - T	\$847.24
	Report Total:	\$0.00

=====
*** E N D O F R E P O R T ***

ADMINISTRATIVE REPORT

Subject: Amended Property Assessment Notice for 427 Mowat Ave for 2022 Roll #5912-010-001-10700-0000
Date: 2022-07-11
To: Committee of the Whole of Council
From: Dawn Galusha, Treasurer
File Number: TRE2022-36



ISSUE

- (1) Amended Property Assessment Notice for 427 Mowat Ave for 2022 Roll #5912-010-001-10700-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of the Administration and Finance Executive Committee:

THAT the Committee of the Whole of Council recommend that Council approve the adjustment of 2022 taxes from the Amended Property Notice for property located at 427 Mowat Avenue as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the Amended Property Assessment Notice.
- (2) Deny the request.

HISTORY

Attached is the Amended Property Assessment Notice for the 2022 taxation year under the *Assessment Act* from MPAC resulting from correction of factual information regarding the property has resulted in a change to the assessment. These changes are effective for taxation beginning January 1, 2022.

ANALYSIS

That total financial impact of the Amended Property Assessment Notice is \$3,557.46 consisting of a reduction of municipal revenue of \$2,869.93 and education revenue of \$679.60 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

AMENDED PROPERTY ASSESSMENT NOTICE FOR 427 MOWAT AVE FOR 2022 ROLL #5912-010-001-10700-0000**CONSULTATION**

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



ADMINISTRATIVE REPORT

Subject: Amended Property Assessment Notice for 427 Mowat Ave for 2022 Roll #5912-010-001-10700-0000
Date: 2022-07-05
To: Administration & Finance Executive Committee
From: Dawn Galusha, Treasurer
File Number: TRE2022-36



ISSUE

- (1) Amended Property Assessment Notice for 427 Mowat Ave for 2022 Roll #5912-010-001-10700-0000

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT the Administration and Finance Executive Committee recommend that Council approve the adjustment of 2022 taxes from the Amended Property Notice for property located at 427 Mowat Avenue as received.

STRATEGIC IMPACT

N/A

OPTIONS & ALTERNATIVES

- (1) Approve the Amended Property Assessment Notice.
- (2) Deny the request.

HISTORY

Attached is the Amended Property Assessment Notice for the 2022 taxation year under the *Assessment Act* from MPAC resulting from correction of factual information regarding the property has resulted in a change to the assessment. These changes are effective for taxation beginning January 1, 2022.

ANALYSIS

That total financial impact of the Amended Property Assessment Notice is \$3,557.46 consisting of a reduction of municipal revenue of \$2,869.93 and education revenue of \$679.60 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

AMENDED PROPERTY ASSESSMENT NOTICE FOR 427 MOWAT AVE FOR 2022 ROLL #5912-010-001-10700-0000

CONSULTATION

N/A

SUPPORTING DOCUMENTS

- (1) Tax Account Adjustment Worksheet
- (2) Results of Request for Reconsideration



PRANS

PRANS



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Issue Date:
April 19, 2022

2670568 ONTARIO LIMITED
203 MAIN ST W
PO BOX 365
OTTERVILLE ON N0J 1R0

THIS IS NOT A TAX BILL.

The Municipal Property Assessment Corporation (MPAC) is responsible for assessing and classifying all properties in Ontario. Your municipality will use your assessment to calculate your 2022 property taxes.

Why am I receiving this notice?

This Amended Property Assessment Notice replaces the Notice we previously sent. We have corrected factual information about your property which has changed the assessed value, classification and/or tax liability. This change is effective for taxation beginning January 1, 2022.

PROPERTY OVERVIEW:

Roll number: 59 12 010 001 10700 0000

Location and description: 427 MOWAT AVE
TOWN PLOT ALBERTON PT LOTS 1 53 89 TO 94
112 215 TO 121 J K L PT FRONT ST PT
MOWAT AVE PT NELSON ST PT PORTAGE AVE
PLAN M74 BLK 8 PT LOTS 5 AND 6 PLAN
SM149 PT BLK 2 PT UNDESIGNATED LANDS AND
RP 48R4138 PARTS 3 TO 8 RP 48R1559 PARTS
3 4 6 RP 48R3320 PART 1 RP 48R3853 PARTS
1 TO 10 RP 48R3873 PARTS 1 TO 3 RP
48R4149 PART 1 RP 48R4169 PARTS 1 AND 2
RP 48R4583 PARTS 11 12 14 AND 15 PCL
5754 AND 13146

Municipality: FORT FRANCES TOWN

AMENDED ASSESSMENT OVERVIEW:

Your property's assessed value as of **January 1, 2016:** **\$3,553,000**

Your property's assessed value as of **January 1, 2012:** **\$3,708,098**

Between **2012** and **2016**, your property's assessed value changed by: **-\$155,098**

What happens if my assessed value has changed?

Your updated assessed value will be used to calculate your property taxes for the 2022 tax year.

Amended Property Assessment Notice

For the 2022 property
tax year

This notice contains
important information
about an update made
to your property during
the year.

Please visit mpac.ca/notice
or scan the QR code below
with your mobile device to
learn more about why you
are receiving this
notice.



Please review and keep
for your records.

MPAC assesses
and classifies all
properties in Ontario
in compliance with
the *Assessment Act*
and regulations set
by the Government
of Ontario.

Property assessments
for the 2022 tax year
will continue to be
based on the fully
phased-in
January 1, 2016
assessed values.

**PROPERTY SUMMARY:**

Property type: Pulp and Paper mill

Property information: Lot area: 58.77 acres

UNDERSTANDING YOUR AMENDED PROPERTY ASSESSMENT NOTICE:

**Why am
I receiving ?
this notice ■**

MPAC previously sent a Notice on the assessment of your property. Since then, we have made corrections in the factual information about your property. This may include:

- buildings or other structures
- use
- lot size
- legal description, or
- other factual information that affects its assessed value, classification and/or tax liability.



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Attachment

Roll number:

59 12 010 001 10700 0000

CHANGE(S) TO YOUR PROPERTY ASSESSMENT:

Previous assessment information:

Tax class	Value as of Jan. 1, 2012	Value as of Jan. 1, 2016	Assessed value 2022
Commercial Taxable	\$556,989	\$1,855,700	\$1,855,700
Large Industrial Taxable	\$3,176,759	\$1,778,300	\$1,778,300
TOTAL	\$3,733,748	\$3,634,000	\$3,634,000

Amended for the 2022 tax year:

Tax class	Value as of Jan. 1, 2012	Value as of Jan. 1, 2016	Assessed value 2022
Commercial Taxable	\$532,947	\$1,775,600	\$1,775,600
Large Industrial Taxable	\$3,175,151	\$1,777,400	\$1,777,400
TOTAL	\$3,708,098	\$3,553,000	\$3,553,000

SCHOOL SUPPORT:

Property class	School support type	2022 assessment
Commercial	Not Applicable	\$1,775,600
Large Industrial	Not Applicable	\$1,777,400



Attachment

CONTINUED

Roll number:

59 12 010 001 10700 0000

HOW CAN I LEARN MORE ABOUT MY ASSESSMENT?

Visit **mpac.ca** and log onto **AboutMyProperty** to learn more about how your property was assessed, see the Information we have on file and compare it to others in your area.

To register, enter in your roll number and access key as noted below.

Roll number:

59 12 010 001 10700 0000

Access key:

6334C 6BAEA 9AD37

If you do not agree with the change(s) in the assessed value and/or the classification, you may file an RfR or appeal.

Owners of a property with a residential, farm or managed forests classification:

If you want a review of your property assessment change(s), the first step is to ask MPAC for a free-of-charge RfR. You must do this before you can appeal to the Assessment Review Board (ARB).

Your deadline for requesting an RfR is August 17, 2022. To file an RfR, visit **mpac.ca**.

Owners of other property classifications:

You may (but do not have to) ask for a free-of-charge RfR before considering an appeal to the ARB.

Your ARB filing deadline is August 17, 2022. To file an appeal, visit the ARB's website at **tribunalsontario.ca/arb/**.

For all properties:

If you submit an RfR, you must wait for MPAC's decision before you may appeal to the ARB.

WE'RE HERE TO HELP

Visit **mpac.ca** or contact us at **1 866 296-6722** or TTY **1 877 889-6722** and one of our assessment experts will assist you.

Please have your roll number available when you contact us.
Monday to Friday 8 a.m. to 5 p.m.

If you have any accessibility needs, please let our representatives know how we can best accommodate you.

Pour changer votre préférence en matière de langue, veuillez vous connecter à AboutMyProperty sur **mpac.ca/fr**.

System: 6/29/2022 10:42:10 AM
User: hhatch

Town of Fort Frances
Levy By Assessment Code

Batch: HH06292022MILL

#	Name	Assessment Code	Description	Assessment	Levy Amount	General
010001107000000	2670568	ONTARIO LIMITED				
General	CTN	Com Tx:Full - NoSup		-\$80,100	-\$3,472.95	
General	LTN	LargeInd Tx:Full - NoSup		-\$900	-\$84.51	
		Roll Total:		-\$81,000	-\$3,557.46	
				-\$81,000	-\$3,557.46	-\$81,000

*** END OF REPORT ***

Date: 6/29/2022 10:41:20 AM
User: hhatch

Town of Fort Frances
Distribution Summary
Property Taxes

Batch: HH06292022MILL

Account Number	Account Description	Amount
10-001-0000-0040-10241	Taxes Receivable- Current	-\$3,557.46
10-010-0150-0122-50014	Commercial Tax Full - T (Including D	\$2,793.35
10-010-0150-0124-50014	Large Industrial Tax Full - T	\$76.59
10-010-0151-0122-50014	Commercial Tax Full - T (Including D	\$679.60
10-010-0151-0124-50014	Large Industrial Tax Full - T	\$7.92
	Report Total:	\$0.00
		=====
*** E N D O F R E P O R T ***		

ADMINISTRATIVE REPORT

Subject: Entering into a TPA for ICIP Green Stream
Date: 2022-07-06
To: Committee of the Whole
From: Travis Rob, Manager of Operations and Facilities
File Number:



ISSUE

- (1) The Town applied for and was successful in obtaining funding for the reconstruction of Sinclair Street through the ICIP Green Stream II Funding program
- (2) In order to receive the funding, we need to enter into a Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure.

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT the Town of Fort Frances enter into a Transfer Payment Agreement with Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure under the Investing in Canada Infrastructure Program Green Stream II and,

FURTHER THAT an authorizing by-law be prepared to allow the Mayor and Clerk to execute the agreement on behalf of the Corporation.

STRATEGIC IMPACT

- *Objective 8 – Address Budgetary Gap for Infrastructure*

OPTIONS & ALTERNATIVES

- (1) N/A

HISTORY

On April 11, 2022 the Town was notified that we were successful in receiving \$417,287.11 of funding through the Investing in Canada Infrastructure Program Green Stream II which we had applied for to offset costs related to the Reconstruction of Sinclair Street between Victoria Avenue and Armit Avenue.

ANALYSIS

The Town budgeted \$1,452,015.00 for this work in 2022 and on April 26th the work was awarded to George Armstrong Company as part of the Sinclair Street and Kings Highway Capital Roadworks project at a total cost

ENTERING INTO A TPA FOR ICIP GREEN STREAM

of \$1,381,441.10 Work is being evaluated based on the recession of flood waters and the impacts of that on the overall project.

CONSULTATION

- N/A

SUPPORTING DOCUMENTS

- (1) ICIP Green Stream II Letter
- (2) ICIP Green Stream TPA

2022July6 ICIP Green II TPA Agreement - Sinclair



**TRANSFER PAYMENT AGREEMENT
FOR THE INVESTING IN CANADA INFRASTRUCTURE PROGRAM (ICIP):
GREEN STREAM**

THIS TRANSFER PAYMENT AGREEMENT for an Investing in Canada Infrastructure Program (ICIP): Green Stream Project (the “**Agreement**”) is effective as of the Effective Date.

B E T W E E N:

Her Majesty the Queen in right of Ontario,
as represented by the Minister of Infrastructure

(“**Ontario**” or the “**Province**”)

- and -

Corporation of the Town of Fort Frances

(**CRA#106984586**)

(the “**Recipient**”)

BACKGROUND

The Investing in Canada Infrastructure Program (“ICIP”) is a federal infrastructure program designed to create long-term economic growth, build inclusive, sustainable and resilient communities, and support a low-carbon economy.

The Government of Canada (“**Canada**”) announced, in its *Budget 2016* and *Budget 2017*, over \$180 billion for the ICIP to support sustainable and inclusive communities, while driving economic growth.

The federal Minister of Infrastructure, Communities and Intergovernmental Affairs and the provincial Minister of Infrastructure entered into the Canada-Ontario Integrated Bilateral Agreement for the Investing in Canada Infrastructure Program for Canada to provide financial support to the Province.

Under the Bilateral Agreement, Canada agrees, amongst other things, to provide contribution funding to the Province under the green infrastructure funding stream of ICIP. This stream supports greenhouse gas emission (GHG) reductions, enables greater adaptation and resilience to the impacts of climate change and climate related disaster mitigation, and ensures that more communities can provide clean air and safe drinking water for their citizens.

Also, under the Bilateral Agreement, Ontario agrees to identify projects and be responsible for

the transfer of ICIP and provincial funds to eligible recipients pursuant to transfer payment agreements.

The Recipient has applied to the Province for ICIP funds to assist the Recipient in carrying out a green stream project.

The Province has submitted to Canada for approval and the Province and Canada have approved, in accordance with the terms and conditions set out in the Bilateral Agreement, the Project as set out in Schedule "C".

The Agreement sets out the terms and conditions upon which ICIP funds, up to the Maximum Funds, will be provided to the Recipient for carrying out the Project.

CONSIDERATION

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 **Schedules to the Agreement.** The following schedules and their sub-schedules, if any, form part of the Agreement:

- Schedule "A" - General Terms and Conditions
- Schedule "B" - Specific Information
- Schedule "C" - Project Description, Financial Information, Timelines and Project Standards
- Schedule "D" - Reports
- Schedule "E" - Eligible Expenditures and Ineligible Expenditures
- Schedule "F" - Evaluation
- Schedule "G" - Communications Protocol
- Schedule "H" - Disposal of Assets
- Schedule "I" - Aboriginal Consultation Protocol
- Schedule "J" - Requests for Payment and Payment Procedures
- Schedule "K" - Committee

1.2 **Entire Agreement.** The Agreement constitutes the entire agreement between the Parties in respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements save and except for the Bilateral Agreement, which shall apply in accordance with section 2.1.

2.0 CONFLICT OR INCONSISTENCY

2.1 Conflict or Inconsistency. In the event of a conflict or inconsistency between any of the requirements of:

- (a) the Bilateral Agreement and the Agreement, the Bilateral Agreement will prevail to the extent of the conflict or inconsistency;
- (b) the main body of the Agreement and any of the requirements of a schedule or a sub-schedule, the main body of the Agreement will prevail to the extent of the conflict or inconsistency;
- (c) Schedule “A” (General Terms and Conditions) and any of the requirements of another schedule or a sub-schedule, Schedule “A” (General Terms and Conditions) will prevail to the extent of the conflict or inconsistency; or
- (d) a schedule and any of the requirements of a sub-schedule, the schedule will prevail to the extent of the conflict or inconsistency.

3.0 EXECUTION, DELIVERY AND COUNTERPARTS

3.1 One and the Same Agreement. The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

3.2 Electronic Execution and Delivery of Agreement. The parties agree that the Agreement may be validly executed electronically, and that their respective electronic signature is the legal equivalent of a manual signature. The electronic or manual signature of a party may be evidenced by one of the following means and transmission of the Agreement may be as follows:

- (i) a manual signature of an authorized signing representative placed in the respective signature line of the Agreement and the Agreement scanned as a pdf and delivered by email to the other Party;
- (ii) a digital signature, including the name of the authorized signing representative typed in the respective signature line of the Agreement, an image of a manual signature or an Adobe signature of an authorized signing representative, or any other digital signature of an authorized signing representative, placed in the respective signature line of the Agreement and the Agreement delivered by email to the other Party; or
- (iii) any other means with the other Party’s prior written consent.

4.0 AMENDING THE AGREEMENT AND AGREEMENT REVIEW

- 4.1 **Amending the Agreement.** The Agreement may only be amended by a written agreement duly executed by the Parties.
- 4.2 **Agreement Review.** If, pursuant to section 25.10 (Review of Agreement) of the Bilateral Agreement, the Bilateral Agreement is reviewed after three or five years, or both, of the effective date of the Bilateral Agreement, and any changes to the Bilateral Agreement are required as a result, the Parties agree to amend the Agreement as necessary and in a manner that is consistent with such changes.

5.0 ACKNOWLEDGEMENT

- 5.1 **Acknowledgement from Recipient.** The Recipient acknowledges, in respect of the Project, that:
- (a) the Funds are to assist the Recipient to carry out the Project and not to provide goods or services to the Province or Canada;
 - (b) the Province and Canada are not responsible for carrying out the Project;
 - (c) the Province's and Canada's role in respect of the Project is limited to making a financial contribution to the Recipient for the Project, and the Province and Canada are not involved in the Project or its operation;
 - (d) the Province and Canada are neither decision-makers nor administrators in respect of the Project;
 - (e) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act;
 - (f) Canada is bound by the *Access to Information Act* (Canada) and any information provided to Canada by either the Province or the Recipient in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act;
 - (g) by receiving Funds, the Recipient may be subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the Broader Public Sector Accountability Act, 2010 (Ontario), the Public Sector Salary Disclosure Act, 1996 (Ontario), and the Auditor General Act (Ontario); and
 - (h) the Recipient has read and understood the Bilateral Agreement.

- 5.2 **Acknowledgement from Province.** The Province acknowledges that the Recipient may be bound by the *Municipal Freedom of Information and Protection of Privacy Act* (Ontario) and any information provided to the Recipient in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act.

6.0 CANADA'S RIGHTS AND INFORMATION SHARING WITH CANADA

- 6.1 **Third Party Beneficiary.** The Recipient agrees that, although the Agreement is between the Province and the Recipient, Canada is, in respect of the rights, covenants, remedies, obligations, indemnities, and benefits (together referred to as "**Rights**") undertaken or given to Canada in the Agreement, a third party beneficiary under the Agreement and is entitled to rely upon and directly enforce those Rights as if Canada were a party to the Agreement.
- 6.2 **Sharing of Information with the Province and Canada.** The Recipient agrees that, consistent with section 6.1 (Third Party Beneficiary) and for the implementation of the Bilateral Agreement:
- (a) the Province or Canada, or both, and in respect of Canada either directly or through the Province, may, upon Notice to the Recipient, request additional information from the Recipient including, without limitation, information for any determination under Article A.27.0 (Environmental Requirements and Assessments) and Article A.28.0 (Aboriginal Consultation);
 - (b) if the Province or Canada, or both, provide the Recipient with Notice under paragraph 6.2(a), the Recipient will, within the timelines set out in the Notice, deliver the information to either the Province or Canada, or both, as required; and
 - (c) the Province or Canada, or both, may share any information received from the Recipient pursuant to the Agreement with each other.

[SIGNATURE PAGE FOLLOWS]

The Parties have executed the Agreement on the dates set out below.

HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO, as
represented by the Minister of Infrastructure

Date

p.p. Adam Redish, Assistant Deputy Minister
The Honourable Kinga Surma
Minister of Infrastructure

AFFIX
CORPORATE
SEAL

Corporation of the Town of Fort Frances

Date

Name:
Title:

I have authority to bind the Recipient.

Date

Name:
Title:

I have authority to bind the Recipient.

[SCHEDULE “A” – GENERAL TERMS AND CONDITIONS FOLLOWS]

SCHEDULE “A” GENERAL TERMS AND CONDITIONS

A.1.0 INTERPRETATION AND DEFINITIONS

A.1.1 **Interpretation.** For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the background and headings do not form part of the Agreement; they are for information and reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency;
- (e) “shall” and “will” are used interchangeably in the Agreement and denote the same affirmative and imperative obligation on the applicable Party.
- (f) all accounting terms not otherwise defined in the Agreement have their ordinary meanings; and
- (g) “include”, “includes”, and “including” denote that the subsequent list is not exhaustive.

A.1.2 **Definitions.** In the Agreement, the following terms have the following meanings:

“Aboriginal Community” has the meaning ascribed to it in section I.1.1 (Definitions).

“Aboriginal Consultation Record” means the Aboriginal Consultation Record described in section I.3.1 (Requirements for Aboriginal Consultation Record).

“Agreement” means this agreement entered into between the Province and the Recipient, all of the schedules and sub-schedules listed in section 1.1 (Schedules to the Agreement), and any amending agreement entered into pursuant to section 4.1 (Amending the Agreement).

“Asset” means any real or personal property, or immovable or movable asset, acquired, purchased, constructed, rehabilitated, or improved, in whole or in part, with any of the Funds.

“Authorities” means any government authority, agency, body or department having or claiming jurisdiction over the Agreement or the Project, or both.

“Bilateral Agreement” means the Canada-Ontario Integrated Bilateral Agreement for

the Investing in Canada Infrastructure Program entered into between Canada and Her Majesty the Queen in right of Ontario, effective as of March 26, 2018, as amended.

“Business Day” means any working day the Province is open for business, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year’s Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day; and any other day on which the Province is not open for business.

“Canada” means, unless the context requires otherwise, Her Majesty the Queen in right of Canada.

“Canada’s Maximum Contribution” means the maximum contribution from Canada as set out in Schedule “C”.

“Committee” refers to a Committee established pursuant to section A.29.1 (Establishment of Committee).

“Communications Activities” means, but is not limited to, public or media events or ceremonies including key milestone events, news releases, reports, web and social media products or postings, blogs, news conferences, public notices, physical and digital signs, publications, success stories and vignettes, photos, videos, multi-media content, advertising campaigns, awareness campaigns, editorials, multi-media products, and all related communication materials under the Agreement.

“Contract” means a contract between the Recipient and a Third Party whereby the Third Party agrees to supply goods or services, or both, in respect of the Project in return for financial consideration.

“Effective Date” means the date of signature by the last signing party to the Agreement.

“Eligible Expenditures” means the costs in respect of the Project that the Recipient has incurred and paid and that are eligible for payment under the terms and conditions of the Agreement, and that are further described in Schedule “E” (Eligible Expenditures and Ineligible Expenditures).

“Environmental Laws” means all applicable governmental, regulations, by-laws, orders, rules, policies, or guidelines respecting the protection of the natural environment or the public, and the manufacture, importation, handling, transportation, storage, disposal, and treatment of environmental contaminants and includes, without limitation, the *Environmental Protection Act* (Ontario), *Environmental Assessment Act* (Ontario), *Ontario Water Resources Act* (Ontario), *Canadian Environmental Protection Act, 1999* (Canada), *Canadian Environmental Assessment Act, 2012* (Canada), *Fisheries Act* (Canada), the *Impact Assessment Act* (Canada), and the *Canadian Navigable Waters Act* (Canada).

“Evaluation” means an evaluation in respect of the Project or the ICIP as described in Article F.1.0 (Project and ICIP Evaluations).

“Event of Default” has the meaning ascribed to it in section A.12.1 (Events of Default).

“Expiration Date” means the expiry date set out in Schedule “B” (Specific Information).

“Federal Approval Date” means the date on which Canada has approved the Project identified in Schedule “C” (Project Description, Financial Information, Timelines, and Project Standards).

“Funding Year” means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and
- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31 or the Expiration Date, whichever comes first.

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement, and in any event, will not exceed the Maximum Funds.

“Holdback” means the Holdback described in and to be paid in accordance with section A.4.12 (Retention of Contribution) and Article J.7.0 (Holdback).

“ICIP” means the Investing in Canada Infrastructure Program, a federal infrastructure program described in the first paragraph of the “Background” to the Agreement.

“Indemnified Parties” means Her Majesty the Queen in right of Ontario and Her Majesty the Queen in right of Canada, and includes their respective ministers, officers, servants, agents, appointees and employees.

“Ineligible Expenditures” means the costs that are ineligible for payment under the terms and conditions of the Agreement, and that are described in Schedule “E” (Eligible Expenditures and Ineligible Expenditures).

“Interest or Interest Earned” means the amount of money earned by the Recipient from placing the Funds in an interest bearing account as set out under section A.4.4 of Schedule “A” of this Agreement, and includes any and all interest or other income generated from the Funds.

“Loss” means any cause of action, liability, loss, cost, damage, or expense (including legal, expert, and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any part of the Agreement or the Bilateral Agreement.

“Maximum Funds” means the maximum Funds amount as set out in Schedule “B” (Specific Information).

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Ontario’s Maximum Contribution” means the maximum contribution from Ontario as set out in Schedule “C”.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Person” means, without limitation, a person, the Recipient, a Third Party, a corporation, or any other legal entity, and their officers, servants, employees, or agents.

“Proceeding” means any action, claim, demand, lawsuit, or other proceeding, whether in contract, tort (including negligence), or otherwise, that anyone makes, brings, or prosecutes as a result of or in connection with the Project or any part of the Agreement or the Bilateral Agreement.

“Project” means the undertaking described in Schedule “C” (Project Description, Financial Information, Timelines, and Project Standards).

“Records Review” means any assessment the Province conducts pursuant to section A.7.4 (Records Review).

“Remedial Period” means the period of time within which the Recipient is required to remedy an Event of Default, pursuant to paragraph A.12.3 (b), and includes any such period or periods of time by which the Province extends that time in accordance with section A.12.4 (Recipient Not Remediating).

“Reports” means the reports described in Schedule “D” (Reports).

“Requirements of Law” means all applicable requirements, laws, statutes, codes, acts, ordinances, approvals, orders, decrees, injunctions, by-laws, rules, regulations, official plans, permits, licences, authorizations, directions, and agreements with all Authorities, and includes the Environmental Laws.

“Substantial Completion” or **“Substantially Completed”** means that the Project can be used for the purpose for which it was intended and, in any event, no later than

October 31, 2026.

“Term” means the period of time described in section A.3.1 (Term).

“Third Party” means any person or legal entity, other than a Party, who participates in the implementation of the Project by means of a Contract.

“Total Financial Assistance” means the total Project funding from all sources including, but not limited to, funding from federal, provincial, territorial, municipal, regional, band council, and Indigenous government sources; private sources; and in-kind contributions.

“Transfer Payment Ontario” means the Province’s enterprise system for managing time-limited and ongoing transfer payment activities.

A.2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS

A.2.1 General. The Recipient represents, warrants, and covenants that, in respect of the Project:

- (a) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (b) it is in compliance with, and will continue to comply with, all Requirements of Law related to any aspect of the Project, the Funds, or both;
- (c) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for Funds (including, without limitation, any information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete;
- (d) the Project meets and will continue to meet all of the program’s eligibility criteria, construction conditions and the Recipient will abide by all of the Province’s and Canada’s respective requirements set out in the guidelines, including the financial, contractual and reporting requirements;
- (e) the Project will meet the following environmental quality outcome:

Environmental Quality Outcomes:
Increased access to potable water

- (f) if the Project meets an environmental quality outcome, once complete it will, depending on the nature of the Project:

- (i) result in wastewater effluent that meets the Wastewater Systems Effluent Regulations or provincial regulations where there is a federal equivalency agreement in place, where applicable; or
 - (ii) result in drinking water quality that meets or exceeds provincial standards, where applicable.
- (g) any Funds received have not displaced, and will continue to not displace, the Recipient's own funding and spending on public transit.

A.2.2 Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and authority to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement, in a manner that is satisfactory to the Province, including passing of municipal by-law or council resolution authorizing the Recipient to enter into the Agreement, where required.

A.2.3 Governance. The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) procedures to enable the Recipient to manage Funds prudently and effectively;
- (b) procedures to enable the Recipient to complete the Project successfully;
- (c) procedures to enable the Recipient to identify risks to the completion of the Project and strategies to address the identified risks, all in a timely manner;
- (d) procedures to enable the preparation and submission of all Reports required pursuant to Article A.7.0 (Reporting, Accounting, and Review); and
- (e) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A.2.4 Supporting Proof. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in this Article A.2.0 (Representations, Warranties, and Covenants).

A.3.0 TERM OF THE AGREEMENT AND SUBSTANTIAL COMPLETION

- A.3.1 **Term.** The term of the Agreement will commence on the Effective Date and will expire on the Expiration Date, unless terminated earlier pursuant to Article A.11.0 (Termination on Notice) or Article A.12.0 (Event of Default, Corrective Action, and Termination for Default).
- A.3.2 **Substantial Completion.** The Recipient will ensure that the Project is Substantially Completed on or before October 31, 2026.

A.4.0 FUNDS AND CARRYING OUT THE PROJECT**A.4.1 Funds Provided.** The Province will:

- (a) provide the Recipient funding up to the Maximum Funds for the sole purpose of carrying out the Project;
- (b) provide the Funds to the Recipient in accordance with the request for payment and payment procedures provided for in Schedule “J” (Requests for Payment and Payment Procedures); and
- (c) deposit the Funds into an account the Recipient designates, provided that the account:
 - (i) is at a branch of a Canadian financial institution in Ontario; and
 - (ii) is solely in the name of the Recipient.

A.4.2 Limitation on Payment of Funds. Despite section A.4.1 (Funds Provided):

- (a) in addition to any other limitation under the Agreement on the payment of Funds, the Province is not obligated to provide:
 - (i) any Funds to the Recipient until the Recipient fulfils the special conditions listed in section A.31.1 (Special Conditions); and
 - (ii) any Funds to the Recipient until the Province and Canada are satisfied with the progress of the Project;
- (b) the Province, at its sole discretion, may adjust the amount of Funds it provides to the Recipient based upon the Province’s assessment of the information the Recipient provides to the Province pursuant to section A.7.2 (Preparation and Submission); and
- (c) any payment of Funds is subject to:

- (i) the requirements of the *Financial Administration Act* (Ontario), including the availability of an appropriation by the Ontario Legislature that is sufficient and constitutes lawful authority for the payment;
- (ii) ministerial funding levels in respect of transfer payments, the program under which the Agreement was made, or otherwise that are sufficient for the payment; and
- (iii) Canada's payment of funds to the Province, pursuant to the Bilateral Agreement, that are sufficient for the payment.

The Province, at its sole discretion, may reduce or cancel any amount of Funds or terminate the Agreement in response to a reduction or lack of federal or provincial government appropriation, ministerial funding levels, or Canada's payment of funds. Notwithstanding Article A.9.0 (Limitation of Liability and Indemnity), the Province will not be liable for any direct, indirect, consequential, exemplary, or punitive damages, regardless of the form of action, whether in contract or in tort (including negligence) or otherwise, arising from any reduction or cancellation of Funds. If any changes to the Agreement, including changes in respect of the Project, are required as a result, the Parties agree to amend the Agreement accordingly.

A.4.3 Use of Funds and Carry Out the Project. The Recipient will, in respect of the Project, do all of the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only on Eligible Expenditures as described in Schedule "E" (Eligible Expenditures and Ineligible Expenditures);
- (d) not use the Funds to cover any Ineligible Expenditure; and
- (e) not use the Funds to cover any Eligible Expenditure that has or will be funded or reimbursed by one or more of any third party, or ministry, department, agency, or organization of the Government of Ontario or of the Government of Canada.

A.4.4 Interest-Bearing Account. If for any reason, Funds were provided to the Recipient before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account solely in the name of the Recipient at a branch of a Canadian financial institution in Ontario. The Recipient will hold the Funds plus any Interest Earned in trust for the Province until the Funds are used in accordance with the Agreement.

A.4.5 **Interest.** If the Recipient earns any Interest on the Funds, the Province may do either or both of the following:

- (a) deduct an amount equal to the Interest Earned from the remaining Funds, if any;
- (b) demand from the Recipient the payment of an amount equal to the Interest Earned.

A.4.6 **Maximum Funds and Recovery of Excesses.** The Recipient acknowledges that:

- (a) the Funds available to it pursuant to the Agreement will not exceed the Maximum Funds;
- (b) if Canada's total contribution from all federal sources in respect of the Project exceeds 40 percent of Total Eligible Expenditures, the Province may demand the return of the excess from the Recipient and the Recipient shall return the excess forthwith or the Province may reduce the remaining Funds under the Agreement by an amount equal to the excess;
- (c) if the Total Financial Assistance received in respect of the Project exceeds one hundred percent (100%) of Total Eligible Expenditures, the Province, at its sole discretion, may, up to the Maximum Funds, demand the return of the excess from the Recipient and the Recipient shall return the excess forthwith or the Province may reduce the remaining Funds under the Agreement by an amount equal to the excess.

A.4.7 **Disclosure of Other Financial Assistance.** The Recipient will inform the Province promptly of any financial assistance received in respect of the Project.

A.4.8 **Rebates, Credits, and Refunds.** The Province will, in respect of the Project, calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

A.4.9 **Recipient's Acknowledgement of Responsibility for Project.** The Recipient will, in respect of the Project, assume full responsibility for the Project, including, without limitation:

- (a) complete, diligent, and timely Project implementation within the costs and timelines specified in the Agreement and in accordance with all other terms and conditions of the Agreement;
- (b) all of the costs of the Project, including, without limitation, unapproved expenditures, Ineligible Expenditures, and cost overruns, if any;
- (c) subsequent operation, maintenance, repair, rehabilitation, construction,

demolition, or reconstruction, as required and in accordance with industry standards, and any related costs for the full lifecycle of the Project; and

(d) the engineering work being undertaken in accordance with industry standards.

A.4.10 Increase in Project Costs. If, at any time during the Term the Recipient determines that it will not be possible to complete the Project unless it expends amounts in excess of all funding available to it (a “**Shortfall**”), the Recipient will immediately notify the Province of that determination. If the Recipient so notifies the Province, it will, within 30 days of a request from the Province, provide a summary of the measures that it proposes to remedy the Shortfall. If the Province is not satisfied that the measures proposed will be adequate to remedy the Shortfall, then the Province may exercise one or more of the remedies available to it pursuant to section A.12.4 (Recipient Not Remediating).

A.4.11 Recipient’s Request for Payment and Payment Procedures. The Recipient agrees to submit its requests for payment in accordance with the payment procedures provided for in Schedule “J” (Requests for Payment and Payment Procedures).

A.4.12 Retention of Contribution. The Province will retain 10% of the Maximum Funds in respect of the Project (“**Holdback**”) up until the following conditions have been met:

- (a) the Recipient has fulfilled all of its obligations under the Agreement for the Project; and
- (b) the Province has carried out the reconciliation, as set out in section J.6.1 (Final Reconciliation and Adjustments), and has made any adjustments required in the circumstances.

A.5.0 RECIPIENT’S ACQUISITION OF GOODS OR SERVICES, CONTRACT PROVISIONS, AND DISPOSAL OF ASSETS

A.5.1 Acquisition. The Recipient will ensure that all Contracts are awarded in way that is:

- (a) is fair, transparent, competitive, and consistent with value for money principles, or in a manner otherwise acceptable to the Province and Canada; and
- (b) if applicable, is in accordance with the Canadian Free Trade Agreement and international agreements.

A.5.2 Non-Compliance with Acquisition Requirements. If the Province or Canada determines that a Contract is awarded in a manner that is not in compliance with the requirements in section A.5.1 (Acquisition), upon giving Notice to the Recipient, the Province may consider the expenditures associated with the Contract to be an Ineligible Expenditure.

A.5.3 Exemptions to Competitive Awarding. The Province and Canada may consent to the provision of exemptions from competitive awarding of Contracts on a case-by-case basis, in their sole and absolute discretion, if the Recipient:

- (a) provides a written request indicating the business case rationale for the exemption, in advance of the Contract being awarded;
- (b) attests to:
 - (i) following value-for-money procurement processes for materials and sub-contracts; and
 - (ii) following its own policies and procedures.

A.5.4 Contract Provisions. The Recipient will ensure that all Contracts are consistent with and incorporate the relevant provisions of the Agreement, including its insurance provisions. More specifically, but without limiting the generality of the foregoing, the Recipient agrees to include provisions in all Contracts to ensure:

- (a) that proper and accurate accounts and records are kept and maintained as described in the Agreement including, but not limited to, in paragraph A.7.3(a);
- (b) that all applicable Requirements of Law including, without limitation, labour and human rights legislation, are complied with; and
- (c) that the Contract secures the respective rights of the Province and Canada, and any authorized representative or independent auditor identified by the Province or Canada, and the Auditor General of Ontario and the Auditor General of Canada to:
 - (i) inspect and audit the terms of any Contract, record or account in respect of the Project; and
 - (ii) have free and timely access to the Project sites and facilities, and any records, documentation or information, as contemplated pursuant to section A.7.5 (Inspection and Removal).

A.5.5 Disposal of Assets. The Recipient will not, unless in accordance with the terms and conditions set out in Schedule "H" (Disposal of Assets), sell, lease, encumber, or otherwise dispose, directly or indirectly, of any Asset.

A.6.0 CONFLICT OF INTEREST

A.6.1 Conflict of Interest Includes. For the purposes of this Article A.6.0 (Conflict of Interest), a conflict of interest includes any circumstances where:

- (a) the Recipient or any person who has the capacity to influence the Recipient's decisions has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to interfere with the Recipient's objective, unbiased, and impartial judgment in respect of the Project or the use of the Funds, or both; or
- (b) a former public servant or public office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes, or policies of Canada apply will derive a direct benefit from the Agreement, unless the provision or receipt of such benefits complies with such legislation, guidelines, policies, or codes.

A.6.2 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest unless:

- (a) the Recipient:
 - (i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest; and
 - (ii) requests the consent of the Province to carry out the Project with an actual, potential, or perceived conflict of interest;
- (b) the Province consents in writing to the Recipient carrying out the Project with an actual, potential, or perceived conflict of interest; and
- (c) the Recipient complies with any terms and conditions the Province may prescribe in its consent.

A.7.0 REPORTING, ACCOUNTING, AND REVIEW

A.7.1 Province and Canada Include. For the purpose of sections A.7.4 (Records Review), A.7.5 (Inspection and Removal) and A.7.6 (Cooperation), "Province" includes Canada and any auditor or representative that the Province or Canada, or both, may identify.

A.7.2 Preparation and Submission. The Recipient will:

- (a) submit to the Province at the address referred to in section A.15.1 (Notice in Writing and Addressed):
 - (i) all Reports in accordance with the timelines and content requirements provided for in Schedule "D" (Reports); and
 - (ii) any other reports in accordance with any timelines and content

requirements the Province may specify from time to time; and

- (b) ensure that all Reports and other reports are:
 - (i) completed to the satisfaction of the Province; and
 - (ii) signed by an authorized signing officer of the Recipient.

A.7.3 Record Maintenance. The Recipient will keep and maintain for a period of seven years after the Expiration Date:

- (a) proper and accurate financial accounts and records, kept in a manner consistent with generally accepted accounting principles, including but not limited to its contracts, invoices, statements, receipts, and vouchers and any other evidence of payment relating to the Funds or otherwise to the Project; and
- (b) all non-financial records and documents relating to the Funds or otherwise to the Project.

A.7.4 Records Review. The Province, at its sole discretion and expense, may, upon 24 hours' Notice to the Recipient and during normal business hours, enter upon the Recipient's premises to conduct an audit or investigation of the Recipient or the Project regarding the Recipient's compliance with the Agreement, including assessing any of the following:

- (a) the truth of any of the Recipient's representations and warranties;
- (b) the progress of the Project; or
- (c) the Recipient's allocation and expenditure of the Funds.

A.7.5 Inspection and Removal. For the purposes of any Records Review, the Province may take one or more of the following actions:

- (a) inspect and copy any records or documents referred to in section A.7.3 (Record Maintenance);
- (b) remove any copies the Province makes pursuant to section A.7.5(a); and
- (c) share any documents, records and findings with Canada.

A.7.6 Cooperation. To assist the Province in respect of its rights provided for in section A.7.5 (Inspection and Removal), the Recipient will cooperate with the Province by:

- (a) ensuring that the Province has access to the records and documents wherever they are located;

- (b) coordinating access with any Third Party;
- (c) assisting the Province to copy the records and documents;
- (d) providing to the Province, in the form the Province specifies, any information the Province identifies; and
- (e) carrying out any other activities the Province requests.

A.7.7 No Control of Records. No provision of the Agreement will be construed so as to give the Province or Canada, or both, any control whatsoever over the Recipient's records.

A.7.8 Auditor General (Ontario and Canada). The Province's rights under this Article A.7.0 (Reporting, Accounting, and Review) are in addition to any rights provided to the Auditor General of Ontario pursuant to section 9.2 of the *Auditor General Act* (Ontario) and to the Auditor General of Canada pursuant to section 7.1 of the *Auditor General Act* (Canada).

A.7.9 Sharing of Audit Findings and Reports. The Recipient acknowledges that Canada and the Province may:

- (a) inform each other, and any of their respective authorized representatives and auditors, that an audit is being conducted; and
- (b) share the findings of any audit or investigation, including any ensuing report, with each other and any of their respective authorized representatives and auditors.

A.7.10 Evaluation. The Recipient agrees to participate in any Evaluation and comply with the requirements for such Evaluation that are set out in Schedule "F" (Evaluation).

A.7.11 Calculations. The Recipient will make all calculations and prepare all financial data to be submitted in accordance with the generally accepted accounting principles in effect in Canada. These will include, without limitation, those principles and standards approved or recommended from time to time by the Chartered Professional Accountants of Canada or the Public Sector Accounting Board, as applicable, or any successor institute, applied on a consistent basis.

A.7.12 Adverse Fact or Event. The Recipient will inform the Province immediately of any fact or event of which it is aware that has or will compromise, wholly or in part, the Project.

A.8.0 COMMUNICATIONS REQUIREMENTS

A.8.1 Communications Protocol. The Parties agree to be bound by the terms and conditions of the communications protocol provided for in Schedule "G" (Communications Protocol).

A.9.0 LIMITATION OF LIABILITY AND INDEMNITY

A.9.1 Province and Canada Limitation of Liability. In no event will any of the Indemnified Parties be held liable for any damages, including direct, indirect, consequential, exemplary, or punitive damages, regardless of the form of action, whether in contract, tort (including negligence), or otherwise, for:

- (a) any injury to any Person, including, but not limited to, death, economic loss, or infringement of rights;
- (b) any damage to or loss or destruction of property of, any Person; or
- (c) any obligation of any Person, including, but not limited to, any obligation arising from a loan, capital lease, or other long-term obligation

in relation to the Agreement, the Bilateral Agreement, or the Project.

A.9.2 Indemnification of the Province and Canada. The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding based upon or occasioned by:

- (a) any injury to any Person, including, but not limited to, death, economic loss, or any infringement of rights;
- (b) any damage to, or loss or destruction of, property of any Person; or
- (c) any obligation of any Person, including, but not limited to, any obligation arising from a loan, capital lease, or other long-term obligation,

except to the extent to which such Loss or Proceeding is caused by the negligence or wilful misconduct of any Indemnified Party in the performance of that Indemnified Party's duties.

A.9.3 Recipient's Participation. The Recipient will, at its expense, to the extent requested by the Province or Canada, or both, participate in or conduct the defence of any Proceeding against any of the Indemnified Parties and any negotiations for their settlement.

A.9.4 Province's Election. The Province or Canada, or both, may elect to participate in, or conduct the defence of, any Proceeding by providing Notice to the Recipient of such election, without prejudice to any other rights or remedies of the Province under the Agreement or of the Province or Canada under the Bilateral Agreement, at law or in equity. If the Province, Canada, or the Recipient, as applicable, participates in the defence, it will do so by actively participating with the other's counsel.

A.9.5 Settlement Authority. The Recipient will not enter into a settlement of any

Proceeding against any of the Indemnified Parties unless the Recipient has obtained from the Province or Canada, as applicable, prior written approval or a waiver of this requirement. If the Recipient is requested by the Province or Canada to participate in or conduct the defence of any Proceeding, the Province or Canada, as applicable, will cooperate with and assist the Recipient to the fullest extent possible in the Proceeding and any related settlement negotiations.

- A.9.6 Recipient's Cooperation.** If the Province or Canada conducts the defence of any Proceeding, the Recipient will cooperate with and assist the Province or Canada, as applicable, to the fullest extent possible in the Proceeding and any related settlement negotiations.

A.10.0 INSURANCE

- A.10.1 Recipient's Insurance.** The Recipient represents, warrants, and covenants that it has, and will maintain at its own cost and expense for a period extending at least 90 Business Days beyond the Term, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than \$2,000,000.00 per occurrence, and including products and completed operations coverage with the endorsements identified below:

- (a) the Indemnified Parties as additional insureds in respect of liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) a 30-day written notice of cancellation.

- A.10.2 Proof of Insurance.** At the request of the Province from time to time, the Recipient will:

- (a) provide to the Province, either:
 - (i) annually, certificates of insurance that confirm the insurance coverage as provided in section A.10.1 (Recipient's Insurance); or
 - (ii) other proof that confirms the insurance coverage as provided for in section A.10.1 (Recipient's Insurance); and

- (b) at the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement or both.

A.11.0 TERMINATION ON NOTICE

A.11.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving at least 30 days' Notice to the Recipient.

A.11.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A.11.1 (Termination on Notice), the Province may take one or more of the following actions:

- (a) Direct the Recipient not to incur any further costs for the Project subsequent to the Notice of termination. If the Recipient fails to comply with such direction and unless with the Province's prior written consent, the Recipient shall be solely responsible for any further costs incurred after such Notice was given;
- (b) cancel all further instalments of Funds; and
- (c) demand the payment of any Funds plus any Interest Earned remaining in the possession or under the control of the Recipient.

A.12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A.12.1 Events of Default. It will constitute an Event of Default if, in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other material term of the Agreement, including:

- (a) failing to carry out the Project in whole or in part in accordance with the terms of the Agreement;
- (b) failing to use or spend Funds in accordance with the terms of the Agreement;
- (c) failing to provide, in accordance with section A.7.2 (Preparation and Submission), Reports or such other reports as the Province may have requested pursuant to the Agreement);
- (d) the Recipient's operations, its financial condition, its organizational structure or its control changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
- (e) the Recipient makes an assignment, proposal, compromise, or arrangement for

the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver; or

- (f) the Recipient ceases to operate.

A.12.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, and at its sole discretion, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;
- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel all further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds plus any Interest Earned remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the repayment of an amount equal to any Funds the Province provided to the Recipient;
- (i) demand from the Recipient an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Records Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and
- (j) terminate the Agreement at any time, including immediately, without liability, penalty, or costs to the Province upon giving Notice to the Recipient.

A.12.3 Opportunity to Remedy. If, in accordance with paragraph A.12.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will provide Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Remedial Period.

A.12.4 Recipient Not Remedying. If the Province provided the Recipient with an opportunity to remedy the Event of Default pursuant to paragraph A.12.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Remedial Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Remedial Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Remedial Period or initiate any one or more of the actions provided for in paragraphs A.12.2(a), (c), (d), (e), (f), (g), (h), (i) and (j).

A.12.5 When Termination Effective. Termination under this Article A.12.0 (Event of Default, Corrective Action, and Termination for Default) will take effect as provided for in the Notice.

A.13.0 FUNDS UPON EXPIRY

A.13.1 Funds Upon Expiry. The Recipient will, upon expiry of the Agreement, pay to the Province any Funds plus Interest Earned remaining in its possession, under its control, or both.

A.14.0 DEBT DUE AND PAYMENT

A.14.1 Payment of Overpayment. If at any time the Province provides Funds in excess of the amount the Recipient is entitled to under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds plus any Interest Earned from any further instalments of Funds; or
- (b) demand that the Recipient pay to the Province an amount equal to the excess Funds plus any Interest Earned.

A.14.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds, an amount equal to any Funds, or any other amounts owing under the Agreement; or
- (b) the Recipient owes to the Province any Funds, an amount equal to any Funds, or any other amounts under the Agreement, whether or not the Province has demanded their payment,

such amounts will be deemed to be debts due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the Province directs otherwise.

- A.14.3 **Interest Rate.** The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then-current interest rate charged by the Province of Ontario on accounts receivable.
- A.14.4 **Payment of Money to Province.** The Recipient will pay any money owing to the Province by cheque payable to the “Ontario Minister of Finance” and delivered to the Province at the address set out in Schedule “B” (Specific Information) for the purposes of Notice to the Province.
- A.14.5 **Failure to Repay.** Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, Her Majesty the Queen in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by Her Majesty the Queen in right of Ontario.

A.15.0 NOTICE

A.15.1 **Notice in Writing and Addressed.** Notice will be:

- (a) in writing;
- (b) delivered by email, postage-prepaid mail, personal delivery, or courier; and
- (c) addressed to the Province and the Recipient as set out in Schedule “B” (Specific Information), or as either Party later designates to the other by Notice.

A.15.2 **Notice Given.** Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is delivered; and
- (b) in the case of email, personal delivery, or courier, on the date on which the Notice is delivered.

A.15.3 **Postal Disruption.** Despite paragraph A.15.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will provide Notice by email, personal delivery, or courier.

A.16.0 CONSENT BY PROVINCE OR CANADA AND COMPLIANCE BY RECIPIENT

A.16.1 **Consent.** When the Province or Canada provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and
- (c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province or Canada may have attached to the consent.

A.17.0 SEVERABILITY OF PROVISIONS

A.17.1 **Invalidity or Unenforceability of Any Provision.** The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

A.18.0 WAIVER

A.18.1 **Waiver Request.** Either Party may, by Notice, ask the other Party to waive an obligation under the Agreement.

A.18.2 **Waiver Applies.** If in response to a request made pursuant to section A.18.1 (Waiver Request) a Party consents to a waiver, the waiver will:

- (a) be valid only if the Party that consents to the waiver provides the consent by Notice; and
- (b) apply only to the specific obligation referred to in the waiver.

A.18.3 **Waivers in Writing.** If a Party fails to comply with any term of the Agreement, that Party may only rely on a waiver of the other Party if the other Party has provided a written waiver in accordance with the Notice provisions in Article A.15.0 (Notice). Any waiver must refer to a specific failure to comply and will not have the effect of waiving any subsequent failures to comply.

A.19.0 INDEPENDENT PARTIES

A.19.1 **Parties Independent.** The Recipient is not an agent, joint venturer, partner, or employee of either the Province or Canada, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is, or take any actions that could establish or imply such a relationship.

A.19.2 **No Authority to Represent.** Nothing in the Agreement is to be construed as authorizing any Person, including a Third Party, to contract for or to incur any obligation on behalf of the Province or Canada, or both, or to act as an agent for the Province or Canada. The Recipient will take the necessary action to ensure that any Contract between the Recipient and a Third Party contains a provision to that effect.

A.20.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A.20.1 **No Assignment.** The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A.20.2 **Agreement Binding.** All rights and obligations contained in the Agreement will extend to and be binding on:

- (a) the Recipient's successors and permitted assigns; and
- (b) the successors to Her Majesty the Queen in right of Ontario.

A.21.0 GOVERNING LAW

A.21.1 **Governing Law.** The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A.22.0 FURTHER ASSURANCES

A.22.1 **Agreement into Effect.** The Recipient will:

- (a) provide such further assurances as the Province may request from time to time in respect to any matter to which the Agreement pertains; and
- (b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A.23.0 JOINT AND SEVERAL LIABILITY

A.23.1 **Joint and Several Liability.** Where the Recipient is comprised of more than one entity, each entity will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A.24.0 RIGHTS AND REMEDIES CUMULATIVE & JOINT AUTHORSHIP

A.24.1 Rights and Remedies Cumulative. The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A.24.2 Joint Authorship Of Agreement. Each and every provision of this Agreement shall be construed as though both Parties participated equally in the drafting of same, and any rule of construction that a document shall be construed against the drafting party, including without limitation, the doctrine commonly known as contra proferentem, shall not be applicable to this Agreement. The Parties shall not seek to avoid a provision herein because of its authorship through recourse to a third-party, court, tribunal or arbitrator.

A.25.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A.25.1 Other Agreements. If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with Her Majesty the Queen in right of Ontario or one of Her agencies (a “**Failure**”);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing,

the Province, at its sole discretion, may suspend the payment of Funds for such period as the Province determines appropriate and may demand immediate repayment or deduct such amounts owing plus any Interest Earned from the remaining Funds, if any, as a result of such Failure.

A.26.0 SURVIVAL

A.26.1 Survival. Any rights and obligations of the Parties that, by their nature, extend beyond the termination of the Agreement will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement. Surviving provisions include, without limitation, the following Articles, sections and paragraphs,

and all applicable cross-referenced Articles, sections, paragraphs, schedules, and sub-schedules: Articles 1.0 (Entire Agreement), 2.0 (Conflict or Inconsistency), 5.1 (Acknowledgement from Recipient), 6.0 (Canada's Rights and Information Sharing with Canada), A.1.0 (Interpretation and Definitions) and any other applicable definitions, A.2.0 (Representations, Warranties, and Covenants), A. 4.1(c), A.4.2(c), sections A.4.4 (Interest-Bearing Account), A.4.5 (Interest), A.4.6 (Maximum Funds and Recovery of Excesses), A.4.8 (Rebates, Credits, and Refunds), A.4.9 (Recipient's Acknowledgement of Responsibility for Project), A.5.5 (Disposal of Assets), A.7.1 (Province and Canada Include), A.7.2 (Preparation and Submission) (to the extent that the Recipient has not provided the Reports or other reports as may have been requested to the satisfaction of the Province), A.7.3 (Record Maintenance), A.7.4 (Records Review), A.7.5 (Inspection and Removal), A.7.6 (Cooperation), A.7.7 (No Control of Records), A.7.8 (Auditor General (Ontario and Canada)), A.7.9 (Sharing of Audit Findings and Reports), A.7.10 (Evaluation), A.7.11 (Calculations), Articles A.8.0 (Communications Requirements), A.9.0 (Limitation of Liability and Indemnity), A.10.1 (for a period extending 90 Business Days beyond the Term), sections A.11.2 (Consequences of Termination on Notice by the Province), A.12.1 (Events of Default), paragraphs A.12.2(d), (e), (f), (g), (h) and (i), A.13.0 (Funds Upon Expiry), A.14.0 (Debt Due and Payment), A.15.0 (Notice), and A.17.0 (Severability of Provisions), section A.20.2 (Agreement Binding), and Articles A.21.0 (Governing Law), A.23.0 (Joint and Several Liability), A.24.0 (Rights and Remedies Cumulative & Joint Authorship), A.26.0 (Survival), A.27.0 (Environmental Requirements and Assessments), A.28.0 (Aboriginal Consultation), and A.31.0 (Special Conditions).

A.27.0 ENVIRONMENTAL REQUIREMENTS AND ASSESSMENTS

A.27.1 Federal Environmental Requirements. Without limitation to the Recipient's obligations to comply with Environmental Laws and for greater clarity:

- (a) no site preparation, removal of vegetation or construction will occur in respect of the Project; and
- (b) the Province will have no obligation to pay any Eligible Expenditures that are capital costs, as determined by the Province, until Canada is satisfied that federal requirements are met, and continue to be met, under the following:
 - (i) *Canadian Environmental Assessment Act, 2012* or the *Impact Assessment Act*;
 - (ii) other applicable environmental assessment legislation that is or may come into force during the term of the Agreement; and
 - (iii) other applicable agreements between Canada and Aboriginal Communities.

A.27.2 Assessments. The Recipient will complete the assessments that are further described in Schedule "D" (Reports).

A.28.0 ABORIGINAL CONSULTATION

- A.28.1 Aboriginal Consultation Protocol.** The Parties agree to be bound by the terms and conditions of the Aboriginal Consultation Protocol provided for in Schedule “I” (Aboriginal Consultation Protocol).
- A.28.2 Legal Duty to Consult.** Until Canada and, if applicable, the Province are satisfied that any legal duty to consult and, where appropriate, to accommodate Aboriginal Communities, or any other federal consultation requirement, has been, and continues to be met:
- (a) no site preparation, removal of vegetation or construction will occur in respect of the Project; and
 - (b) despite section A.4.1, the Province has no obligation to pay any Eligible Expenditures that are capital costs, as determined by the Province and Canada; and, for the Project requiring consultation, Canada and, if applicable, the Province must be satisfied that:
 - (i) Aboriginal Communities have been notified and, if applicable, consulted;
 - (ii) where consultation has occurred, the Recipient has provided a summary of consultation or engagement activities, including a list of Aboriginal Communities consulted, concerns raised, and how each of the concerns have been addressed or, if not addressed, an explanation as to why not;
 - (iii) the Recipient is carrying out accommodation measures, where appropriate; and
 - (iv) any other information has been provided which Canada or the Province, or both, may deem appropriate.
- A.28.3 Funding Conditional upon Meeting Aboriginal Consultation Obligations.** No Funds will be provided to the Recipient under the Agreement unless Canada and, if applicable in the opinion of the Province, the Province are satisfied that their respective obligations have been met in respect of the legal duty to consult and, if applicable, accommodate any Aboriginal Community.

A.29.0 COMMITTEE

- A.29.1 Establishment of Committee.** The Province may, at its sole discretion, require the establishment of a committee to oversee the Agreement (the “Committee”).
- A.29.2 Notice of Establishment of Committee.** Upon Notice from the Province, the Parties

will hold an initial meeting to establish, in accordance with Schedule “K” (Committee), the Committee described in section A.29.1 (Establishment of Committee).

A.30.0 DISPUTE RESOLUTION

- A.30.1 **Contentious Issues.** The Parties will keep each other informed of any issues that could be contentious.
- A.30.2 **Examination by the Committee and Parties.** If a contentious issue arises and a Committee has been established under section A.29.1 (Establishment of Committee), the Parties will refer the contentious issue that may arise to the Committee for examination. In the absence of a Committee, the Parties will examine the contentious issue.
- A.30.3 **Potential Dispute Resolution by Committee.** The Committee or the Parties, as the case may be, will attempt, reasonably and in good faith, to resolve disputes as soon as possible and, in any event, within, for the Committee, 30 days, or, for the Parties, 90 days of receiving Notice of a contentious issue.
- A.30.4 **Dispute Resolution by the Parties.** If the Committee cannot agree on a resolution, the matter will be referred to the Parties for resolution. The Parties will provide a decision within 60 Business Days of the Notice.
- A.30.5 **Alternative Mechanisms for Dispute Resolutions.** Where the Parties cannot agree on a resolution, the Parties may use any alternative dispute resolution mechanisms available to them to resolve the issue.
- A.30.6 **Suspension of Payments.** The Province may suspend any payments related to any contentious issue or dispute raised by either Party, together with the obligations related to such issue, pending resolution.

A.31.0 SPECIAL CONDITIONS

- A.31.1 **Special Conditions.** The Province’s funding under the Agreement is conditional upon,
- (a) on or before the Effective Date, the Recipient having provided the Province with, to the Province’s satisfaction:
 - (i) any and all compliance attestations the Transfer Payment Ontario System if directed by the Province;
 - (ii) evidence that the Recipient is in compliance with all provincial and federal tax laws, if directed by the Province;

- (iii) banking information, such as a void cheque or a bank letter, for an interest-bearing account in the name of the Recipient at a Canadian financial institution, into which the Province may transfer funds electronically; and
 - (iv) any other Reports requested by the Province in the format specified.
- (b) prior to submitting a request for payment in respect of the Project under the Agreement if required by the Province,
 - (i) the Recipient having provided to the satisfaction of the Province with written confirmation that:
 - a. the Recipient is in compliance with all Environmental Laws, including the Recipient's obligations under section A.27.1 (Federal Environmental Requirements), and has obtained all necessary approvals and permits;
 - b. the Recipient has met any requirements under Article A.28.0 (Aboriginal Consultation) that may apply to the Project; and
 - c. the Recipient has the necessary ownership of any real property required for the completion of the Project; and
 - (ii) the Recipient having provided to the satisfaction of the Province with any required assessments pursuant to Article A.27.0 (Environmental Requirements and Assessments); and
- (c) where the Recipient is a municipality, the Recipient having submitted to the satisfaction of the Province, in a form and at an address supplied by the Province, an asset management self-assessment on or before the Effective Date, and, thereafter on or before a date provided by the Province, until the Project reaches Substantial Completion.

For greater certainty, if the Province provides any Funds to the Recipient before the conditions set out in this Article A.31.0 (Special Conditions) have been met, and unless the Province has waived compliance with such condition in writing, the Province may exercise one or more of the remedies available to it pursuant to section A.12.2 (Consequences of Event of Default and Corrective Action).

END OF GENERAL TERMS AND CONDITIONS

[SCHEDULE "B" – SPECIFIC INFORMATION FOLLOWS]

SCHEDULE “B” SPECIFIC INFORMATION

B.1.0 EXPIRATION DATE

B.1.1 **Expiration date.** The Expiration Date is March 31, 2028.

B.2.0 MAXIMUM FUNDS

B.2.1 **Maximum Funds.** Maximum Funds means the sum of Canada’s Maximum Contribution and Ontario’s Maximum Contribution.

B.3.0 ADDRESSEES

B.3.1 **Addressees.** All Reports and Notices under the Agreement will be submitted to the Province at the address listed below:

Contact information for the purposes of Notice to the Province	<p>Address: Ministry of Infrastructure Infrastructure Program Delivery Branch 1 Stone Road West, 4NW Guelph, Ontario N1G 4Y2</p> <p>Attention: Manager, Infrastructure Renewal Programs</p> <p>Email: ICIPGreen@ontario.ca</p>
Contact information for the purposes of Notice to the Recipient	<p>Address: Corporation of the Town of Fort Frances 320 Portage Avenue, Fort Frances, Ontario P9A3P9</p> <p>Attention: Manager of Operations and Facilities</p> <p>Email: trob@fortfrances.ca</p>

**[SCHEDULE “C” - PROJECT DESCRIPTION, FINANCIAL INFORMATION, TIMELINES
AND PROJECT STANDARDS FOLLOWS]**

SCHEDULE “C” PROJECT DESCRIPTION, FINANCIAL INFORMATION, TIMELINES AND PROJECT STANDARDS

C.1.0 PROJECT DESCRIPTION

This project is for the replacement of watermain on Sinclair Street in the Town of Fort Frances. The work includes the replacement of approximately 236 metres of watermain and the reinstatement of affected concrete curb, gutter and road surface.

C.2.0 FINANCIAL INFORMATION

C.2.1 Total Eligible Expenditures. Total Eligible Expenditures means \$1,251,986.54, rounded to two decimal places.

C.2.2 Ontario’s Maximum Contribution. Ontario’s Maximum Contribution means \$417,287.11, rounded to two decimal places, towards the Total Eligible Expenditures of the Project.

C.2.3 Canada’s Maximum Contribution. Canada’s Maximum Contribution means \$500,794.62, rounded to two decimal places, towards the Total Eligible Expenditures of the Project.

C.2.4 Percentage of Provincial Support. Percentage of Provincial Support means 33.33%, rounded to two decimal places, towards the Total Eligible Expenditures of the Project.

C.2.5 Percentage of Federal Support. Percentage of Federal Support 40.00%, rounded to two decimal places, towards the Total Eligible Expenditures of the Project.

C.3.0 TIMELINES

C.3.1 Federal Approval Date. Federal Approval Date means March 02, 2022.

C.4.0 PROJECT STANDARDS

C.4.1 Canada’s Requirements for Standards. In addition to any other standards that the Recipient must meet or exceed for the Project, the Recipient will ensure the Project meets or exceeds the following:

- (a) any applicable energy efficiency standards for buildings outlined in Canada’s *Pan-Canadian Framework on Clean Growth and Climate Change* provided by

Canada at www.canada.ca/en/services/environment/weather/climatechange/pan-canadian-framework.html, or at any other location the Province may provide; and

- (b) the accessibility requirements of the highest accessibility standards published in Ontario, in addition to accessibility requirements in applicable provincial building codes and relevant municipal by-laws.

C.5.0 CHANGES TO THE PROJECT DESCRIPTION, FINANCIAL INFORMATION, TIMELINES, AND PROJECT STANDARDS

- C.5.1 Province's and Canada's Consent.** Any change to the Project will require the Province's and Canada's consent. When seeking to make a change in respect of the Project, the Recipient will submit updated Project information and any other information that the Province or Canada, or both, may require to the satisfaction of Canada and the Province.

[SCHEDULE "D" – REPORTS FOLLOWS]

SCHEDULE “D” REPORTS

D.1.0 REPORTING REQUIREMENTS

D.1.1 **Reports.** The Recipient will submit all Reports to the Province in a manner, format, at such dates and with such content, as may be prescribed by the Province from time to time, at its sole discretion, prior to its required submission by the Province. Without limitation and at the sole discretion of the Province, Reports will include the following:

- (a) **Initial Report.** The Initial Report will provide the Recipient's forecast of the timelines and costs (expenditure forecast) to completion. It also outlines the sources of Recipient funds and confirms other information regarding the Project.
- (b) **Progress Reports.** Progress Reports include an update on the Project's status. Progress Reports will be submitted by the Recipient no less frequently than twice a year on dates provided by the Province.
- (c) **Claim Reports.** Claim Reports will detail amounts that are being claimed for reimbursement. Claim Reports may be submitted by the Recipient as frequently as needed, but no less frequently than twice a year (if Eligible Expenditures have been incurred). If no Eligible Expenditures have been incurred in the previous six months, the Recipient will notify the Province that no Claim Report is being submitted for that period. When submitting a Claim Report, the report must include a detailed breakdown of invoices that are being claimed for reimbursement. Note that copies of invoices and any associated backup information must be provided at the time of claim submission, as directed by the Province.

- (d) **Final Report.** The Final Report shall summarize the Project's final timelines, costs, and outcomes. It will include a declaration of Substantial Completion.

The Final Report will be submitted to the Province within sixty (60) Business Days of Substantial Completion or December 31, 2026, whichever is earlier.

- (e) **Other Reports.** Any other reports that the Province so directs on or before such date and with such content as the Province requests.

D.2.0 ABORIGINAL CONSULTATION RECORD

D.2.1 Inclusion of Aboriginal Consultation Record. The Recipient will include an updated Aboriginal Consultation Record, if consultation with any Aboriginal Community is required, in its Progress Report.

D.3.0 RISK ASSESSMENT

D.3.1 Further Details on Risk Assessment. Upon the Province's written request and within the timelines set out by the Province, the Recipient will provide further details on the risk assessment in respect of the Project.

D.4.0 COMPLIANCE AUDIT(S)

D.4.1 Compliance Audit(s). Without limiting the generality of section A.7.4 (Records Review), if requested by the Province from time to time, which request shall be at the Province's sole discretion, the Recipient, at its own expense, will forthwith retain an independent third party auditor to conduct one or more compliance audits of the Recipient or the Project. The audit will be conducted in accordance with Canadian Generally Accepted Auditing Standards, as adopted by the Canadian Institute of Chartered Accountants, applicable as of the date on which a record is kept or required to be kept under such standards. In addition, the audit will assess the Recipient's compliance with the terms of the Agreement and will address, without limitation, the following:

- (a) whether the Funds were spent in accordance with the Agreement and with due regard to economy, efficiency, and effectiveness;
- (b) the Project's progress or state of completion;
- (c) whether the financial information the Recipient provided is complete, accurate, and timely, and in accordance with the Agreement;
- (d) whether the Recipient's information and monitoring processes and systems are adequate to identify, capture, validate, and monitor the achievement of intended benefits of the Project;
- (e) the overall management and administration of the Project;
- (f) recommendations for improvement or redress; and
- (g) whether prompt and timely corrective action is taken on prior audit findings.

**[SCHEDULE "E" - ELIGIBLE EXPENDITURES AND INELIGIBLE EXPENDITURES
FOLLOWS]**

SCHEDULE “E”

ELIGIBLE EXPENDITURES AND INELIGIBLE EXPENDITURES

E.1.0 ELIGIBLE EXPENDITURES

E.1.1 Notwithstanding anything to the contrary herein the Agreement, Eligible Expenditures shall only include those direct costs that are considered, in the Province’s and Canada’s sole and absolute discretion, to be directly necessary for the successful completion of the Project, and must be properly and reasonably incurred and paid to an arm’s length party as evidenced by invoices, receipts or other records that are satisfactory to the Province and Canada, in their sole and absolute discretion, and that are associated with the acquisition, planning, environmental assessments, design and engineering, project management, materials and construction or renovation of the Project. Eligible Expenditures exclude costs set out as Ineligible Expenditures in section E.2.1 below, but may include:

- a) The incremental costs of the Recipient’s staff or employees provided that:
 - i. The Recipient is able to demonstrate that it is not economically feasible to tender a Contract that ensures the acquisition of the required goods or services at the best value for money; and
 - ii. The arrangement is approved in advance in writing by the Province and Canada.
- b) Any costs that are determined by the Province and Canada, in their sole discretion, to be Eligible Expenditures; and
- c) Notwithstanding section E.2.1(a) of this Schedule, expenditures related to the Project associated with completing climate lens assessments or associated with Aboriginal consultation and engagement activities, if applicable, that were incurred after February 15, 2018.

E.2.0 INELIGIBLE EXPENDITURES

E.2.1 Without limiting the discretion of Province and Canada in section E.1.1, the following costs are Ineligible Expenditures and are therefore ineligible to be paid from the Funds:

- a) Costs incurred prior to the Federal Approval Date;
- b) Costs incurred after October 31, 2026;
- c) All expenditures related to Contracts signed prior to the Federal Approval Date;
- d) Costs incurred for terminated or cancelled Projects;
- e) Costs related to developing a business case or proposal or application for funding;
- f) Costs associated with the acquisition, expropriation or leasing of:
 - i. Land,
 - ii. Buildings, or

- iii. Other facilities
- g) Costs associated with the acquisition or leasing of equipment other than equipment directly related to the construction, improvement, repair, rehabilitation or reconstruction of the Project where the Province has not provided its prior written approval;
- h) Costs that have not been claimed for reimbursement by March 31st of the year following the year in which the costs were incurred;
- i) Capital costs, including site preparation and construction costs, until Canada and if applicable the Province have confirmed in writing that environmental assessment and Aboriginal consultation obligations have been fully met and continue to be fully met;
- j) Costs related to any component of the Project other than its approved scope;
- k) Real estate fees and related costs;
- l) Costs incurred for the general operation, repair and regularly scheduled maintenance of the Project;
- m) Services or works normally provided by the Recipient, incurred in the course of implementation of the Project, except those specified as Eligible Expenditures;
- n) Expenditures related to any goods and services which are received through donations or in-kind contributions;
- o) Any overhead costs, including salaries and other employment benefits of any employees of the Recipient, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, except in accordance with the list of Eligible Expenditures above;
- p) Unreasonable meal, hospitality or incidental costs or expenses of any Third Party;
- q) Any amount for which the Recipient has received, will receive or is eligible to receive, a rebate, credit or refund, in full or in part;
- r) Taxes of any kind;
- s) Costs of relocating entire communities;
- t) In the Province's sole discretion, the costs of communication activities undertaken by the Recipient that did not conform with the requirements of the Communications Protocol in Schedule "G";
- u) Any amounts incurred or paid by the Recipient to an entity that is not at arm's length from the Recipient, except in accordance with the list of Eligible Expenditures above;
- v) Costs incurred contrary to Article 5 of Schedule "A" (Recipient's Acquisition of Goods or Services, Contract Provisions, and Disposal of Assets) of this Agreement;
- w) The costs, charges, penalties or fees incurred or paid by the Recipient in the process of having a cost determined to be an Ineligible Expenditure.
- x) Legal fees, financing charges and loan interest payments, including those related to easements (e.g., surveys);
- (y) If the Project meets an adaptation, resilience and disaster mitigation outcome costs associated with:

- (i) relocating whole communities;
- (ii.) emergency services infrastructure; or
- (iii.) addressing seismic risks; and
- z) Costs of furnishings and non-fixed assets which are not essential for the operation of the funded Asset or Project, as well as all costs associated with moveable assets or rolling stock.

[SCHEDULE “F” – EVALUATION FOLLOWS]

SCHEDULE “F” EVALUATION

F.1.0 PROJECT AND ICIP EVALUATIONS

- F.1.1 Recipient’s Participation in Project and ICIP Evaluations.** The Recipient understands that the Province or Canada, or both, may ask the Recipient to participate in one or more evaluation in respect of the Project or the ICIP during and for a period of up to six years after March 31, 2028. The Recipient agrees, if asked and at its own expense, to provide Project-related information to the Province or Canada, or both, for any evaluation.
- F.1.2 Results of Project and ICIP Evaluations.** The result of any evaluation carried under section F.1.1 (Recipient’s Participation in Project and ICIP Evaluations) will be made available to the public, subject to all applicable laws and policy requirements.

[SCHEDULE “G” – COMMUNICATIONS PROTOCOL FOLLOWS]

SCHEDULE “G” COMMUNICATIONS PROTOCOL

G.1.0 DEFINITIONS

G.1.1 **Definitions.** For the purposes of this Schedule “G” (Communications Protocol):

“Joint Communications” means events, news releases, and signage that relate to the Agreement or the Bilateral Agreement, or both, that are not operational in nature, and that are collaboratively developed and approved by,

- (a) in the case of the Bilateral Agreement, Canada, the Province and the Recipient; and
- (b) in the case of the Agreement, the Province and the Recipient.

G.2.0 PURPOSE

G.2.1 **Purpose.** This communications protocol outlines the roles and responsibilities of each of the Parties to the Agreement in respect of Communications Activities related to the Project.

G.2.2 **Guidance.** This communications protocol will guide all planning, development and implementation of Communications Activities with a view to ensuring efficient, structured, continuous, consistent, and coordinated communications to the Canadian public.

G.2.3 **Application to Communications Activities.** The provisions of this communications protocol apply to all Communications Activities related to the Agreement and the Project.

G.3.0 GUIDING PRINCIPLES

G.3.1 **Information to Canadians.** Communications Activities undertaken through this communications protocol should ensure that Canadians are informed about the Project’s benefits, including the ways in which the Project helps improve their quality of life.

G.3.2 **Factors to Consider.** The scale and scope of Communications Activities undertaken for any Project will take into consideration the financial value, scope and duration of the Project and the feasibility of Joint Communications for such Communications Activities.

- G.3.3 **Deficiencies and Corrective Actions.** The Province will communicate to the Recipient any deficiencies or corrective actions, or both, identified by the Province, Canada or, as applicable, the Committee.
- G.3.4 **Approval of Communications Material.** The announcement or publication of the Project must be approved by the Parties and Canada prior to being carried out.
- G.3.5 **Costs of Communication Activities.** With the exception of advertising campaigns outlined in Article G.10.0 (Advertising Campaigns), the costs of Communication Activities and signage will follow the eligibility rules established in Schedule “E” (Eligible Expenditures and Ineligible Expenditures).

G.4.0 JOINT COMMUNICATIONS

- G.4.1 **Subject Matter.** The Parties and Canada may have Joint Communications about the funding and status of the Project.
- G.4.2 **Prior Knowledge and Agreement.** Joint Communications in respect of the Project should not occur without the prior knowledge and agreement of the Parties and Canada.
- G.4.3 **Recognition of the Province’s and Canada’s Contributions.** All Joint Communications material must be approved by the Province and Canada and will recognize the Province’s and Canada’s contribution or the Total Financial Assistance, or both, received in respect of the Project.
- G.4.4 **Notice and Timing.** The Recipient and the Province, on its own behalf or that of Canada, may request Joint Communications. The Party requesting the Joint Communications will provide at least 15 Business Days’ notice to the other Party. If the Communications Activity is an event, it will take place at a date and location mutually agreed to by the Parties and, if applicable, Canada.
- G.4.5 **Participation and Representatives.** The Party requesting a Joint Communications will provide the opportunity for the other Party and Canada to choose to participate and, if they do so choose, their own designated representative (in the case of an event).
- G.4.6 **English and French.** Canada has an obligation to communicate in English and French. Communications products related to events must be bilingual and include the Canada word mark and the logos of the Parties. In such cases, Canada will provide the translation services and final approval on products.
- G.4.7 **Table of Precedence for Canada.** The conduct of all Joint Communications will, as applicable, follow the *Table of Precedence for Canada* provided by Canada at

<https://www.canada.ca/en/canadian-heritage/services/protocol-guidelines-special-event/table-precedence-canada.html>, or at any other location as the Province may provide.

G.5.0 INDIVIDUAL COMMUNICATIONS

- G.5.1 **Canada's Obligations.** Notwithstanding Article G.4.0 (Joint Communications), the Parties agree that Canada or the Province, or both, have the right to communicate information to Canadians and Ontarians about the Agreement and the use of Funds to meet its legislated and regulatory obligations through their respective own Communications Activities.
- G.5.2 **Restrictions.** Each Party may include general ICIP messaging and an overview in respect of the Project in their own Communications Activities. The Province and the Recipient will not unreasonably restrict the use of, for their own purposes, Communications Activities related to the Project and, if the communications are web- or social-media based, the ability to link to it. Canada has also agreed, in the Bilateral Agreement, to the above.
- G.5.3 **Publication.** The Recipient will indicate, in respect of the Project-related publications, whether written, oral, or visual, that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of Canada and the Province.
- G.5.4 **Canada's Recognition in Documents.** In respect of the Project where the deliverable is a document, such as but not limited to plans, reports, studies, strategies, training material, webinars, and workshops, the Recipient will clearly recognize Canada's and the Province's respective financial contribution for the Project.
- G.5.5 **Acknowledgement of Support.** Unless the Province directs the Recipient to do otherwise, the Recipient will, in respect of the Project-related publications, whether written, oral, or visual, acknowledge the Province's and Canada's support for the Project.

G.6.0 OPERATIONAL COMMUNICATIONS

- G.6.1 **Responsibility of Recipient.** The Recipient is solely responsible for operational communications in respect of the Project, including but not limited to calls for tender, contract awards, and construction and public safety notices. Operational communications as described above are not subject to the *Official Languages Act* of Canada.

G.7.0 MEDIA RELATIONS

- G.7.1 Significant Media Inquiry.** The Province and the Recipient will share information promptly with the other Party and Canada if significant media inquiries are received or emerging media or stakeholder issues arise in respect of a Project or the ICIP.

G.8.0 SIGNAGE

- G.8.1 Recognition of Funding Contribution.** The Parties agree that Canada, the Province and the Recipient may each have signage recognizing their funding contribution in respect of the Project.
- G.8.2 Funding Recognition.** Unless otherwise agreed by Canada or the Province, or both, the Recipient will produce and install a sign to recognize the funding contributed by the Province or Canada, or both, at the Project site in accordance with, as applicable, their current respective signage guidelines. Federal sign design, content, and installation guidelines will be provided by Canada. Provincial sign design, content, and installation guidelines will be provided by the Province.
- G.8.3 Permanent Plaque.** Where the Recipient decides to install a permanent plaque or another suitable marker in respect of the Project, the Recipient will:
- (a) on the marker, recognize the Province's and Canada's contributions; and
 - (b) prior to installing the marker, seek the prior written approval of both Canada and the Province, each respectively, for its content and installation.
- G.8.4 Notice of Sign Installation.** The Recipient will inform the Province of sign installations, including providing the Province with photographs of the sign, once the sign has been installed.
- G.8.5 Timing for Erection of Sign.** If erected, signage recognizing Canada's and the Province's respective contributions will be installed at the Project site(s) and be visible for the duration of the Project. The Province will provide Notice to the Recipient specifying the timelines for signage installation and removal and the Recipient will comply with such timelines specified in the Notice.
- G.8.6 Size of Sign.** If erected, signage recognizing Canada's and the Province's respective contribution will be at least equivalent in size and prominence to Project signage for contributions by other orders of government and will be installed in a prominent and visible location that takes into consideration pedestrian and traffic safety and visibility.
- G.8.7 Responsibility of Recipient.** The Recipient is responsible for the production and installation of Project signage, and for maintaining the signage in a good state of

repair during the Project, or as otherwise agreed upon.

G.9.0 COMMUNICATING WITH RECIPIENT

- G.9.1 **Facilitation of Communications.** The Province agrees to facilitate, as required, communications between Canada and the Recipient for Communications Activities.

G.10.0 ADVERTISING CAMPAIGNS

- G.10.1 **Notice of Advertising Campaigns.** Recognizing that advertising can be an effective means of communicating with the public, the Recipient agrees that Canada or the Province, or both, may, at their own cost, organize an advertising or public information campaign in respect of the Project or the Agreement. However, such a campaign will respect the provisions of the Agreement. In the event of such a campaign, Canada or the Province will inform each other and the Recipient of its intention no less than 21 Business Days prior to the campaign launch.

[SCHEDULE “H” – DISPOSAL OF ASSETS FOLLOWS]

SCHEDULE “H” DISPOSAL OF ASSETS

H.1.0 DEFINITIONS

H.1.1 **Definitions.** For the purposes of this Schedule “H” (Disposal of Assets):

“Asset Disposal Period” means the period commencing on the Effective Date and ending five (5) years after the Expiration Date.

H.2.0 DISPOSAL OF ASSETS

H.2.1 **Asset Disposal Period.** Unless otherwise agreed to by the Province, the Recipient will maintain the ongoing operations and retain title to and ownership of any Asset acquired in respect of the Project for the Asset Disposal Period.

H.2.2 **Disposal of Asset and Payment.** If, at any time within the Asset Disposal Period, the Recipient sells, leases, encumbers, or otherwise disposes, directly or indirectly, of any Asset other than to Canada, the Province, or a municipal or regional government established by or under provincial statute, the Province may require the Recipient to reimburse the Province or Canada, via the Province, for any Funds received for the Project.

[SCHEDULE “I” – ABORIGINAL CONSULTATION PROTOCOL FOLLOWS]

SCHEDULE “I” ABORIGINAL CONSULTATION PROTOCOL

I.1.0 DEFINITIONS

I.1.1 **Definitions.** For the purposes of this Schedule “I” (Aboriginal Consultation Protocol):

“**Aboriginal Community**”, also known as “Aboriginal Group”, includes First Nation, Métis, and Inuit communities or peoples of Canada.

“**Aboriginal Consultation Plan**” means the Aboriginal Consultation Plan described in section I.2.1 (Development of Plan).

I.2.0 ABORIGINAL CONSULTATION PLAN

I.2.1 **Development of Plan.** The Province, based on the scope and nature of the Project or at the request of Canada, may require the Recipient, in consultation with the Province or Canada, or both, to develop and comply with an Aboriginal consultation plan (“Aboriginal Consultation Plan”).

I.2.2 **Procedural Aspects of Aboriginal Consultation.** If consultation with Aboriginal Communities is required, the Recipient agrees that:

- (a) the Province or Canada, or both, may delegate certain procedural aspects of the consultation to the Recipient; and
- (b) the Province or Canada, or both, will provide the Recipient with an initial list of the Aboriginal Communities the Recipient will consult.

I.2.3 **Provision of Plan to Province.** If, pursuant to section I.2.1 (Development of Plan), the Province provides Notice to the Recipient that an Aboriginal Consultation Plan is required, the Recipient will, within the timelines provided in the Notice, provide the Province with a copy of the Aboriginal Consultation Plan.

I.2.4 **Changes to Plan.** The Recipient agrees that the Province or Canada, in the sole discretion of the Province or Canada and from time to time, may require the Recipient to make changes to the Aboriginal Consultation Plan.

I.3.0 ABORIGINAL CONSULTATION RECORD

I.3.1 **Requirements for Aboriginal Consultation Record.** If consultation with an Aboriginal Community is required, the Recipient will maintain an Aboriginal Consultation Record and provide such record to the Province, and any update to it, as part of its reporting to the Province pursuant to section D.3.1 (Inclusion of Aboriginal Consultation Record).

I.4.0 RESPONSIBILITIES OF THE RECIPIENT

I.4.1 Notification to and Direction from the Province. The Recipient will immediately notify the Province:

- (a) of contact by Aboriginal Communities regarding the Project; or
- (b) of any Aboriginal archaeological resources that are discovered in relation to the Project,

and, in either case, the Recipient agrees that the Province or Canada, or both, may direct the Recipient to take such actions as the Province or Canada, or both, may require. The Recipient will comply with the Province's or Canada's direction.

I.4.2 Direction from the Province and Contracts. In any Contract, the Recipient will provide for the Recipient's right and ability to respond to direction from the Province or Canada, or both, as the Province or Canada may provide in accordance with section I.4.1 (Notification to and Direction from the Province).

**[SCHEDULE "J" – REQUESTS FOR PAYMENT AND PAYMENT PROCEDURES
FOLLOWS]**

SCHEDULE “J” REQUESTS FOR PAYMENT AND PAYMENT PROCEDURES

J.1.0 DEFINITION

J.1.1 **Definition.** For the purposes of this Schedule “J” (Requests for Payment and Payment Procedures):

“**Final Payment**” means the final payment by the Province to the Recipient in respect of the Project as described in and to be paid in accordance with Article J.8.0 (Final Payment).

J.2.0 PROCEDURES AND TIMING FOR REQUESTS FOR PAYMENT

J.2.1 **Procedures.** The procedures provided for in Article J.3.0 of this Schedule “J” (Procedures for Requests for Payment for Eligible Expenditures) will apply to requests for payment that the Recipient submits to the Province under the Agreement.

J.2.2 **Diligent and Timely Manner.** The Recipient will submit its requests for payment for Eligible Expenditures in respect of the Project to the Province in a diligent and timely manner, and no less frequently than twice a year if Eligible Expenditures have been incurred. If no Eligible Expenditures have been incurred in the previous six months, the recipient will notify the Province that no claim is being submitted for that period.

J.3.0 PROCEDURES FOR REQUESTS FOR PAYMENT FOR ELIGIBLE EXPENDITURES

J.3.1 **Timing, Reports and Documents.** The Recipient will submit each request for payment for Eligible Expenditures in respect of the Project to the Province on a date and frequency as indicated in Schedule “D” (Reports) and, if the Province so requested pursuant to paragraph K.4.1(f), after review by the Committee. The Recipient agrees to submit, for each of the circumstances listed below, the following reports and documents:

- (a) for each request for payment, including the final payment, a Claim Report in a format prescribed by the Province, including invoices, statements, receipts, and vouchers and any other evidence of payment relating to the Funds or otherwise to the Project;
- (b) for each request for final payment, a Final Report, in a format prescribed by the Province, acceptable to the Province; and
- (c) such other information as the Province may request.

J.4.0 PAYMENTS OF FUNDS

- J.4.1 Payment by the Province.** Subject to the terms and conditions of the Agreement, upon receipt of a request for payment fully completed in accordance with this Schedule “J” (Requests for Payment and Payment Procedures), the Province will use its reasonable efforts to pay Funds to the Recipient based on the Recipient’s incurred and paid Eligible Expenditures up to the Maximum Funds, if due and owing under the terms of the Agreement. Claims will be reimbursed based on the Percentage of Provincial Support and the Percentage of Federal Support as set out in Schedule “C”.
- J.4.2** For greater certainty and without limitation, before the Province makes a payment to the Recipient, the following terms and conditions of the Agreement must be met, in the opinion of the Province or Canada, or both:
- (a) the conditions set out in paragraph A.4.2(c) of Schedule “A”;
 - (b) the special conditions listed in Article A.31.0 of Schedule “A” (Special Conditions);
 - (c) receipt and acceptance by the Province of all required Reports and other reports, as applicable;
 - (d) compliance with all applicable audit requirements under the Agreement; and
 - (e) applicable communications requirements, as set out Schedule “G” (Communications Protocol).
- J.4.3** The Province will under no circumstances be liable for interest for failure to make a payment within the time limit provided for in this Article J.4.0 (Payments).

J.5.0 TIME LIMITS FOR REQUESTS FOR PAYMENTS

- J.5.1 Timing.** The Recipient will submit all requests for payment on or before December 31, 2026.
- J.5.2 No Obligation for Payment.** Notwithstanding anything to the contrary herein, the Province will have no obligation to make any payment for a request for payment submitted after
- (i.) December 31, 2026; or
 - (ii) March 31st of the year following the Funding Year in which the Eligible Expenditures were incurred.

J.6.0 FINAL RECONCILIATION AND ADJUSTMENTS

- J.6.1 **Final Reconciliation and Adjustments.** For the Project, following the submission of the Final Report, which will include a declaration of Substantial Completion, the Province may carry out a final reconciliation of all requests for payments and payments in respect of the Project and make any adjustments required in the circumstances.

J.7.0 HOLDBACK

- J.7.1 **Holdback.** For the Project, the Province may hold back funding in accordance with section A.4.12 (Retention of Contribution).

J.8.0 FINAL PAYMENT

- J.8.1 **Final Payment.** Subject to paragraph A.4.2(c) of Schedule “A”, the Province will pay to the Recipient the remainder of the Funds under the Agreement, including the Holdback, after all of the conditions under section A.4.12 of Schedule “A” (Retention of Contribution) have been met.

[SCHEDULE “K” – COMMITTEE FOLLOWS]

SCHEDULE “K” COMMITTEE

K.1.0 ESTABLISHMENT OF COMMITTEE

K.1.1 Establishment and Term of Committee. If the Province requires the establishment of a Committee to oversee the Agreement, pursuant to section A.29.1 (Establishment of Committee), the Parties will, within 60 days of the Province providing Notice, hold an initial meeting to establish the Committee. The Committee’s mandate will expire on the Expiration Date of the Agreement.

K.2.0 COMMITTEE MEMBERS, CO-CHAIRS, AND OBSERVERS

K.2.1 Appointments by the Province. The Province will appoint two persons as members of the Committee.

K.2.2 Appointments by the Recipient. The Recipient will appoint two persons as members of the Committee.

K.2.3 Chairs of the Committee. The Committee will be headed by co-chairs chosen from its members, one appointed by the Province and one appointed by the Recipient. If a co-chair is absent or otherwise unable to act, the member of the Committee duly authorized in writing by the Province or the Recipient, as applicable, will replace him or her and will act as co-chair in his or her place.

K.2.4 Non-committee Member Staff. The Parties may invite any of their staff to participate in Committee meetings. The Province may invite up to two representatives from Canada to sit as observers on the Committee. For greater certainty, the staff and representative(s) from Canada will not be considered members and will not be allowed to vote.

K.3.0 MEETINGS AND ADMINISTRATIVE MATTERS

K.3.1 Rules of Committee. The Committee will:

- (a) meet at least two times a year, and at other times at the request of a co-chair; and
- (b) keep minutes of meetings approved and signed by the co-chairs as a true record of the Committee meetings.

K.3.2 Quorum. A quorum for a meeting of the Committee will exist only when both co-chairs are present.

K.4.0 COMMITTEE MANDATE

K.4.1 Mandate. Provided that no action taken by the Committee will conflict with the rights of the Parties under the Agreement, the mandate of the Committee will include, but not be limited to:

- (a) monitoring the implementation of the Agreement including, without limitation, the implementation of Schedule “G” (Communications Protocol), for compliance with the terms and conditions of the Agreement;
- (b) acting as a forum to resolve potential issues or disputes and address concerns;
- (c) reviewing and, as necessary, recommending to the Parties amendments to the Agreement;
- (d) approving and ensuring audit plans are carried out as per the Agreement;
- (e) establishing sub-committees as needed;
- (f) at the request of the Province, reviewing requests for payments; and
- (g) attending to any other function required by the Agreement, including monitoring project risk and mitigation measures, or as mutually directed by the Parties.

K.4.2 Committee Decisions. Decisions of the Committee will be made as follows:

- (a) the co-chairs will be the only voting members on the Committee; and
- (b) decisions of the Committee must be unanimous and recorded in writing.

K.5.0 ROLE OF THE RECIPIENT

K.5.1 Requirements. The Recipient undertakes to fulfill, in addition to any other requirements provided for in this Schedule “K” (Committee), the following:

- (a) establish a fixed location where the Agreement will be managed, and maintain it until the expiry of the Committee’s mandate and, if relocation is required, establish a new location;
- (b) prepare and retain, at the location described in paragraph K.5.1(a), and make available to the Committee, all documents needed for the work of the Committee, including payment request forms, approval documents, contracts, and agendas and minutes of meetings of the Committee and its subcommittees;

- (c) ensure that any audit required of the Recipient pursuant to the Agreement is carried out and the results are reported to the Committee;
- (d) ensure that administrative and financial systems are developed and implemented for the Project and the work of the Committee;
- (e) promptly inform the Committee of all proposed changes in respect of the Project; and
- (f) provide the Committee, as requested and within the timelines set by the Committee, and to the Committee's satisfaction, project status information related to Schedule "D" (Reports).

Ministry of Infrastructure

Infrastructure Program Design and
Delivery Division

1 Stone Rd W, 4th Floor
Guelph, Ontario N1G 4Y2

Ministère de l'Infrastructure

Division de la conception et de la mise en
œuvre des programmes d'infrastructure

1, Stone Road Ouest, 4e étage
Guelph (Ontario) N1G 4Y2



Case #2021-08-1-1625055624

Travis Rob, Manager of Operations and Facilities
Corporation of the Town of Fort Frances
trob@fortfrances.ca

**Re: Investing in Canada Infrastructure Program (ICIP) Green Stream – Transfer
Payment Agreement**

Project Title: Sinclair Street Watermain Replacement

I am pleased to provide you with the attached copy of the Transfer Payment Agreement (the Agreement) for your approved ICIP Green Stream Project as well as a summary document outlining important information about your Agreement. Please review both documents carefully as there are some action items for you to complete. If changes to the Agreement are required, these should be made before the Agreement is executed. Please contact your Project Analyst immediately to discuss any required revisions.

We ask that you please make best efforts to return signed copies of the Transfer Payment Agreement to our office by **Friday August 12, 2022**. In order to execute your agreement, the designated signatories should sign on page 6. You will also need to insert the titles of the designated signatories and affix the corporate seal (if applicable) in the signature area.

Given the current situation with COVID-19, if you wish to use electronic means to execute your agreement, please ensure you scan your entire agreement (not just the signature page) and email to ICIPGreen@ontario.ca.

If you wish to proceed with hard-copy execution, the designated signatories should sign two (2) copies of the Agreement and return the two original signed and sealed (if applicable) copies via courier to:

Ministry of Infrastructure
Infrastructure Program Delivery Branch
Infrastructure Renewal Programs Unit
1 Stone Road West, 4NW
Guelph, ON N1G 4Y2

A copy of the Agreement will be returned to you following execution by the Province.

Prior to entering into a Transfer Payment Agreement (TPA), the ministry requires that you verify and attest that the organization is in good-standing with environmental, labour and tax laws. This information must be submitted within your [organization's profile](#) in the Transfer Payment Ontario (TPON) system.

An attestation, available in TPON, is sufficient to indicate that your organization is in good standing with labour and environmental laws. See steps below:

- Log into TPON with your ONE-key account
- Update your organization's information and move to the attestation section
- Complete the attestation, note that it requires your organization to input information from a completed Tax Compliance Verification (TCV) check.

For steps and information on how to verify your organization's tax compliance status, please go to the [Check your tax compliance status](#) webpage.

- Note: contact information for all inquiries regarding tax compliance verification should be directed to the Ministry of Finance at TCV@ontario.ca or Service Ontario:
 - [416-326-1234](tel:416-326-1234)
 - Toll-free: [1-800-267-8097](tel:1-800-267-8097)
 - TTY: [416-325-3408](tel:416-325-3408)
 - Toll-free TTY: [1-800-268-7095](tel:1-800-268-7095)

Until this information is completed, the TPA for your Investing in Canada Infrastructure Program approved project cannot be fully executed.

Should you have any questions, please do not hesitate to call your Senior Project Analyst, Barbara Maknoni, at Barbara.Maknoni@ontario.ca or 519-546-8793.

Congratulations on your successful application and we look forward to working with you as you implement this project.

Sincerely,

Valeria Mendez Riveros
 Manager, Infrastructure Renewal Programs Unit
 Infrastructure Program Delivery Branch
 Ministry of Infrastructure

Attachments: Agreement
 Important Information regarding your ICIP Agreement
 Aboriginal Consultation Requirements

IMPORTANT INFORMATION REGARDING YOUR AGREEMENT

Project Description - Please ensure the description of your project noted in Schedule “C” is accurate and complete. The amount of funding you will receive is contingent on completion of the project described in this Schedule, and only activities noted will be eligible. Your proposed project description may have been revised from the information submitted as part of your application based on the eligibility of project components. The description in your Agreement supercedes all prior information shared with the Province, and only the work described in the Agreement will be funded, subject to eligibility requirements being met. If changes to the project description noted in Schedule “C” are required, please contact your Project Analyst immediately to request a revision.

Insurance - Article A10 of Schedule “A” outlines the insurance requirements for the project. Please ensure that the required insurance is in place prior to the start of the project. Note: At this time, MOI does not need to receive documentation that these requirements have been met but please ensure these are kept on file as they may be requested at any time during the Term of the Agreement.

Reporting - Schedule “D” provides details on the type of reporting that you will be required to provide to the Province. Note that these reporting requirements must be met in order to receive funding. The Province will direct the format and timelines for reporting. Regular reporting must be completed within the Transfer Payment Ontario online platform.

Cost Eligibility – Schedule “E” sets out the costs that are eligible and ineligible under this funding agreement. No costs incurred prior to the Federal Approval Date set out in the Agreement are eligible for reimbursement. In order to qualify for payment, costs must be incurred and paid and must be submitted by March 31 of the year following the Funding Year in which they were incurred.

Communications / Signage - Schedule “G” outlines the communication requirements for the project. As noted in Schedule “G”, funding provided by both the provincial and federal government must be recognized in the format of project signage. The Province and Canada will provide further instruction regarding signage shortly. The cost of signage is considered an eligible project cost within your approved funding allocation so long as such costs are billed by a third-party vendor.

Timing for Installation of Sign. If required, signage recognizing Canada’s and the Province’s respective contributions will be installed at the Project site(s) 30 days prior to the start of construction, be visible for the duration of the Project, and remain in place until 30 days after construction is completed and the infrastructure is fully operational or opened for public use. ***Please note that due to the provincial election, signage installation is on hold for both provincial and federal signage. Further instructions on how to resume communication activities are pending and will be provided once available.***

Aboriginal Consultation - Schedule "I" outlines the Aboriginal Consultation requirements for the project. As noted in Schedule "I" any required Aboriginal Consultation must be complete prior to the start of any project construction work. In addition, capital costs are not eligible for reimbursement and no site preparation, removal of vegetation or construction can occur until Canada and if applicable the Province have confirmed in writing that it is satisfied that all federal duty to consult and environmental assessment requirements have been met. More details on Aboriginal Consultation Requirements are set out in the attachment to this document.

ABORIGINAL CONSULTATION REQUIREMENTS

In consideration of the financial support for the Project, if notified by Canada or the Province, your community must engage and consult with Aboriginal Groups that may have a potential interest in the Project. The Province intends to rely on this consultation process as much as possible. As part of this process, your community must disclose that financial assistance for the project is being provided by Ontario. You must also provide your Project Analyst with a summary of communications with Aboriginal Groups, including any issues or concerns that may be raised by any Aboriginal Group, and an indication of how your community has addressed or proposes to address those issues or concerns. This information may be provided in the form of the template consultation log and tracking chart provided by Canada (if applicable).

If in the future changes to the nature, scope, design or location of the Project are being considered, you must immediately notify your Project Analyst so that the Province may determine whether the proposed change impacts the duty to consult. Your community must also cease all construction activities if at any time during construction archaeological resources are found; other impacts that could affect Aboriginal or treaty rights emerge; or you are contacted by any Aboriginal Group expressing concerns about the project and potential impacts on rights.

ADMINISTRATIVE REPORT

Subject: Transitioning of Blue Box Operations to Circular Materials Ontario
Date: 2022-07-06
To: Committee of the Whole
From: Travis Rob, Manager of Operations and Facilities
File Number:



ISSUE

- (1) The Province of Ontario has passed a new regulation surrounding Blue Box Materials
- (2) The Town of Fort Frances is scheduled to transition to the new Blue Box model by October 31, 2023.

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT Council of the Town of Fort Frances delegate the authority to commit the town to either maintaining its role as service provider for Blue Box operations or opt out through the transition period of 2023 to 2025 to the Manager of Operations and Facilities based on the most financially beneficial solution and the one that secures the future of depot operations.

STRATEGIC IMPACT

- *Objective 10 – Examine opportunities to generate additional revenue.*
- *Objective 13 – Maintain/Enhance existing service levels.*

OPTIONS & ALTERNATIVES

- (1) Transition to CMO effective the Town's transition date.
- (2) Continue to operate 'as usual' with CMO paying a portion of costs related to the operation.

HISTORY

Administration have been bringing forward information to Council through the entire development of the new Blue Box Recycle regulation where the province is transitioning to full producer responsibility. The last report brought forward on February 5, 2020, was near the finalizing of the new regulation and highlighted some of the issues surrounding transition but at that time it was very unknown how transition would happen. Since that report there has been a lot of action from RPRA and various service providers to work toward being ready for transition. The biggest change was the development of Circular Materials Ontario (CMO), a corporation who will oversee the collection of blue box materials across the province. At the outset it was not determined

TRANSITIONING OF BLUE BOX OPERATIONS TO CIRCULAR MATERIALS ONTARIO

if the various Producer Responsible Organization (PRO)s would be independently looking after collection and processing or if a 'common collection system' would be established whereby one entity would ultimately be responsible for the collection. At the end of 2021 the first meeting of the PRO's was held where rules for collection were supposed to be established. Coming out of this meeting, however, was a number of amendments to the regulation and the establishment of CMO. Since then, CMO has been working on the establishment of draft Master Service Agreements and Statement of Works for various recycle operations. After the initial release of these documents early this spring, there was broad Municipal engagement and subsequently new, revised documents released.

ANALYSIS

At this point CMO has established a costing model that municipalities can compare their costs to operate their systems against what CMO would pay to have the municipality maintain status quo until 2025 when all municipalities must be transitioned. This will allow CMO additional time to get the resources in place to take over Blue Box in a seamless manner. For this model CMO has taken the costs reported in the 2020 annual data call and added an inflationary factor to them to bring it forward to today's dollars and forward to 2025. The issue with this, however, is that the Town entered into a new processing and transportation agreement starting late in 2021 which has substantial increases in costs. As a result, the calculation for our system would still see the Town responsible for costs related to Blue Box. Given the simple calculator provided it appears that the funding model will see the town recovering most of their costs as they currently are. Further to this, the Town's collection contract expires in 2024 and it is hard to know what the new costs for Blue Box would be beyond that time.

Alternatively, municipalities can 'opt out' and stop offering services as of their transition date when CMO would be required to take over. The risk to this option is that the transition may not be smooth and there may be interruptions to the 'business as usual' expectation of residents.

Both of these options put the future of our depot in question. When CMO was questioned on depots like ours that service the community plus neighboring communities and unorganized municipalities, they understand the importance to the overall programs, however, have not yet been able to determine the best way to handle them going forward and they are not sure that there will be a one size fits all model to deal with these across the province. At this point it appears that the cost to operate our depot, for at least transition, will need to be borne by the municipality at an annual cost of approximately \$120,000. Determining a firm dollar value on this is difficult as curbside collected materials as well as depot materials are bulked at the transfer station and hauled together to be processed. If the Town was to opt into continuing to operate the service into 2025 the cost of the depot operation will likely remain consistent as we will have the ability to contract that service with curbside collection as we have typically done, however if we opt out of operating the service totally, the cost of the depot is unknown as we would have to contract for the processing and transportation. Post transition (2025 and beyond) is another situation all together. CMO, or their contractor may want to utilize our transfer station/depot to collect or stage materials from neighboring communities that they are required to service, alternatively, if they are unable to collect the very stringent material quantities necessary, they may need to operate depots to supplement their curbside collection activities.



TRANSITIONING OF BLUE BOX OPERATIONS TO CIRCULAR MATERIALS ONTARIO

CMO is currently looking for a commitment from municipalities to stay in the business or opt out by July 15, 2022. With the tremendous amount of information continuing to come out daily and the large number of questions still to be answered the Town is in the process of gathering the neighboring communities to sit down with CMO and try to gain some clarity on the path forward. Given the Town's summer council schedule, it is the recommendation of Administration that the authority to determine if the Town maintains its role as operator of Blue Box services through transition or opt out be delegated to the Manager of Operations and Facilities. The decision will be based on the ability to maintain depot services and the most financially secure option.

CONSULTATION

- O&F Division Management
- Circular Materials Ontario
- AMO

SUPPORTING DOCUMENTS

(1) N/A

2022July6 CMO Blue Box Transition Delegation of Authority

ADMINISTRATIVE REPORT

Subject: Award of RFP 2022-OF-12
Date: 2022-07-06
To: Committee of the Whole
From: Travis Rob, Manager of Operations and Facilities
File Number:



ISSUE

- (1) Award of design works related to the upgrading of the power feed for the 52 Canadians Arena

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT Council of the Town of Fort Frances award RFP 2022-OF-12 to TBT Engineering; and

FURTHER THAT a by-law be prepared to authorize Mayor and Clerk to execute the agreement on behalf of the corporation.

STRATEGIC IMPACT

- *Objective 8 – Undertake Asset Management Planning:* The Town needs to prepare for end of life of key infrastructure to maintain operations.

OPTIONS & ALTERNATIVES

- (1) Enter into the agreement.
- (2) Re-issue the RFP with substantially different scope.

HISTORY

As part of the Town's large capital project going on at the Memorial Sports Centre, the replacement of the transformers feeding the 52 Canadians Arena portion of the building were included within the scope. The transformers are very near end of life and the current setup does not meet electrical code. As a result of this, the transformers can not simply just be replaced with new in the current orientation. Step one to this replacement is the completion of the design works to outline the transition to new transformers, voltage, and equipment to ensure the long-term viability of this site.

ANALYSIS

The Town advertised for proposals starting May 12, 2022 with proposals opened publicly in the Committee Room on Tuesday June 7, 2022 at 2:00pm. A total of five proposals were received from electrical design firms

to undertake the detailed design works for the replacement of the electrical system including the preparation of tender drawings and specifications to be tendered by the Town at a later date. The below table outlines the tender submissions:

<u>Firm</u>	<u>Cost</u>
Smart Energy Monitoring and Management Inc.	\$23,290.00
TBT Engineering	\$29,450.00*
KGS Group	\$32,050.00
Dillon Consulting	\$32,832.00*
SNC Lavalin	\$48,595.00*

*Firms that included tendering and contract administration within their bid even though it was not part of the RFP scope.

The proposals received were reviewed by both the Facilities Superintendent and Operations and Facilities Division Manager. TBT Engineering was chosen as proposal that best meets our needs and had the best value for the price. The total cost for the works, not including the tendering and contract administration portion was \$23,115 which is the lowest bid.

CONSULTATION

- O&F Management Team

SUPPORTING DOCUMENTS

(1) N/A

ADMINISTRATIVE REPORT

Subject: Purchase of Mobile Generator
Date: 2022-07-06
To: Committee of the Whole
From: Travis Rob, Manager of Operations and Facilities
File Number:



ISSUE

- (1) Mobile generator for use at the sanitary lift stations is failing and too old to be repaired.
- (2) Capital allocation in the 2022 budget for the replacement

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT Council of the Town of Fort Frances approves the purchase of a Generac portable generator per the received quotations

STRATEGIC IMPACT

- *Objective 8 – Undertake Asset Management Planning.*

OPTIONS & ALTERNATIVES

- (1) Purchase an alternative unit.

HISTORY

For the last couple of years, the portable generator for use at the wastewater lift stations has been failing. Some service works have been done to it to try to repair the issue, however these repairs have not addressed the underlying issue which appears to be electrical in nature. Given the age of the unit electrical components are no longer available making full repair impossible.

ANALYSIS

Attached is a report from Mr. Craig Miller, Environmental Superintendent outlining the quotations received for suitable units to replace this aged generator. The Generac quotation was not only the lowest quotation, but the quickest delivery. The quotation is well below the budgeted amount allowing suitable resources to complete any upfit necessary once the unit arrives in Fort Frances.

PURCHASE OF MOBILE GENERATOR**CONSULTATION**

- N/A

SUPPORTING DOCUMENTS

- (1) Report from Mr. Craig Miller

2022July6 Portable Generator Purchase



June 30, 2022

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

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

RE: Purchase of Mobile Generator for the Wastewater Lift Stations

The Town of Fort Frances currently has a mobile generator to serve as power backup for the Church Street, Strachan Place and Boundary Road Lift Stations. However, through the annual load testing process, it was identified that this mobile generator can no longer function properly. Repairs are not possible due to the age of the generator and lack of part availability.

Five vendors were contacted to provide quotations, listed below:

Brand	Kohler	Generac	Atlas Copco
Price (incl. 1.76% HST)	\$120,076.80	\$70,818.32	\$80,649.89
Currency	CAD	CAD	CAD
		(US\$51,550.72)	
	45kW	75kW	70kW
Delivery	FOB FF	FOB WI	FOB QC
Notes	External Xfmr		
Lead Time	42-44 Weeks	18-20 wks ARO	Q1-Q2 2023

Note: Toromont (Caterpillar) and Cummins did not provide pricing after being contacted.

Both the Generac and Atlas-Copco units would adequately meet the Town's needs. The Generac unit has better costing and delivery.

Being that the mobile generator 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 \$90,000 for the entire project.

It is my recommendation that the Town of Fort Frances move forward with procuring the Generac Mobile Generator Unit for the Wastewater Lift Stations for a total of US\$51,550.72 (converted to \$70,818.32 @ \$1.35 plus the Town's portion of HST @ 1.76%) plus shipping costs, brokerage and any applicable duties.

Respectfully Submitted



Craig Miller, P.Eng
Environmental Superintendent

ADMINISTRATIVE REPORT

Subject: NOHFC Change Request
Date: 2022-07-06
To: Committee of the Whole
From: Travis Rob, Manager of Operations and Facilities
File Number:



ISSUE

- (1) Increase in costs resulted in additional funding provided by FedNOR
- (2) Record flooding caused a delay in the completion of any work in this location, which has caused the anticipated completion date to be beyond the end of the funding window.

ADMINISTRATIVE RECOMMENDATION

It is the recommendation of Administration:

THAT Council of the Town of Fort Frances authorize the change request form attached to reflect the change in funding model as well as reflect the change in the overall project schedule.

FURTHER THAT the Mayor and Clerk be authorized to sign the Change Request Form on behalf of the corporation.

STRATEGIC IMPACT

- N/A

OPTIONS & ALTERNATIVES

- (1) N/A

HISTORY

In 2021 the Town of Fort Frances was successful in securing funding for various upgrades at the Sorting Gap Marina. The intent was to complete a two-year phased project to upgrade the docking facilities at that site. Funding was originally applied for through the Northern Ontario Heritage Fund and later also FedNOR.

ANALYSIS

The work planned for 2021 was undertaken early in the spring and preparations began for the 2022 portion of the works. In early 2022 the dock vender informed us that the price of the docks was going to be substantially higher than originally budgeted so the Town went back to FedNOR for additional funding to offset those costs. The Town was successful in securing the funding in the early spring, however by that time we were facing the

NOHFC CHANGE REQUEST

severe flooding. To date, no work has been undertaken at the Sorting Gap as the site has been affected by either very high current making working in the water moving docks too un-safe or flooding putting large portions of the land around the docks and Sorting Gap under water. As a result, it is not anticipated that any work will be able to be undertaken on that site this summer. Because of these two issues, the Town must apply for a change to the agreement with Northern Ontario Heritage Fund to reflect these changes to the project.

CONSULTATION

- O&F Division Management Team

SUPPORTING DOCUMENTS

- (1) NOHF Change Request Form

2022July6 NOHFC Change Request Form



SCHEDULE "F"**CHANGE REQUEST FORM****Please complete all appropriate sections (to be completed by Recipient)****1. ☒ Amendment to NOHFC Claim Schedule***(For a requested amendment of \$100,000.00 or more in any Quarter)*

Indicate previous NOHFC Claim Schedule and the requested amended NOHFC Claim Schedule. Insert additional years, if required and provide the reasons for the requested amendment in the box below.

Funding Year 1 (ending Mar 31/2021)					
	Apr 1- Jun 30	Jul 1- Sep 30	Oct 1- Dec 31	Jan 1- Mar 31	Total
Previous	189501.50	71.22	66.50		189,639.22
New				132,198.00	132198.00

Funding Year 2 (ending Mar 31/2022)					
	Apr 1- Jun 30	Jul 1- Sep 30	Oct 1- Dec 31	Jan 1- Mar 31	Total
Previous	189,255.81	110,000.00	46,515.67		345,771.78
New		260,738.81	110,000.00	103,907.19	474,646.00

Reasons for requested amendment to NOHFC Claim Schedule: Due to flooding in the Rainy River District we are unable to complete project by October 31, 2022 and requesting extension to December 31, 2023. Due to increase prices of the docks. We need to change the total amount of project costs and revise the funding table as Fednor has approved additional funding of \$71,433 to cover the increase in dock prices.

2. ☒ Changes in Project Plan*(Complete where the Project milestones or their timing change)*

Indicate previous Project milestones and timing, the requested amended milestones and/or timing and reasons for the requested amendment in the box below.

Project milestones		Timing			
		Start (month/ year)		End (month/ year)	
Previous	New	Previous	New	Previous	New
Construction/Renovation		Jan/21		Jun/22	Sept/22
Electrical Upgrades		May/22		Oct 22	Aug 23
Lighting upgrades		May 22		Oct 22	Oct 23
Site Drainage Upgrades		May 22		Nov 22	Oct 23
Equipment Upgrades		May 22		Oct 22	June 23

Program: Community Enhancement Program (Rural Enhancement Stream)

Project Number: 7510000

Recipient Name: Corporation of the Town of Fort Frances

SCHEDULE "F" (CONT'D)**CHANGE REQUEST FORM**

Reasons for requested amendment to the Project Plan: Due to flooding in the Rainy River District we are unable to complete project by October 31, 2022 and requesting extension to December 31, 2023. Due to increase prices of the docks. We need to change the total amount of project costs and revise the funding table as Fednor has approved additional funding of \$71,433 to cover the increase in dock prices.

3. ☒ Amendment to Project completion date

(Complete where an amendment to the Project completion date is requested.)

Indicate the previous Project completion date, the requested Project completion date and provide reasons for the requested amendment in the box below.

Current Project completion date: October 31, 2022

Requested Project completion date: December 31, 2023

Reasons for requested amendment to the Project completion date: Due to flooding in the Rainy River District we are unable to complete project by October 31, 2022 and requesting extension to March 31, 2023. Due to increase prices of the docks. We need to change the total amount of project costs and revise the funding table as Fednor has approved additional funding of \$71,433 to cover the increase in dock prices.

4. ☐ Transfer of costs between Project Cost Categories

Indicate the requested transfer of amounts between cost categories set out in the Project Costs Chart (or in most recent Change Request Form agreed to by NOHFC) and provide reasons for the requested amendment in the box below.

Project Cost Category	Total Project Costs	
	PREV.	NEW
TOTAL		

Reasons for requested transfer of amounts between Project cost categories

(Change Request Form continued on following page – please fill out all pages)

Program: Community Enhancement Program (Rural Enhancement Stream)

Project Number: 7510000

Recipient Name: Corporation of the Town of Fort Frances

SCHEDULE "F" (CONT'D)**CHANGE REQUEST FORM****5. ☒ Other amendments to the Agreement**

Indicate other amendment(s) being requested and the reasons for the requested amendment(s):

PROJECT COSTS

Project Cost Category	Eligible Project Costs	Ineligible Project Costs	Total Project Costs
Construction / Renovation	\$383,411 \$454,844	\$42,079	\$425,490 \$496,923
Equipment Upgrades (Cameras)	\$35,000	\$	\$35,000
Site Drainage Upgrades	\$7,000	\$	\$7,000
Electrical Upgrades	\$60,000	\$	\$60,000
Lighting Upgrades	\$50,000	\$	\$50,000
Salaries and benefits		\$20,119	\$20,119
TOTAL	\$535,411 \$606,844	\$62,198	\$597,609 \$669,042

PROJECT FUNDING

Funding Source	Funding Type	Funding Status	Eligible Project Costs	Ineligible Project Costs	Funding Amount
NOHFC	Conditional Contribution	(Pending)	\$376,995	\$0.	\$376,995
Applicant	Cash	(Confirmed)	\$53,541	\$42,079	\$95,620
Fednor	Conditional Contribution	(Pending)	\$104,875 \$176,308	\$20,119	\$124,994 \$196,427
TOTAL			\$535,411 \$606,844	\$62,198.00	\$597,609 \$669,042
NOHFC % of Total Eligible Project Costs			70.41% 62.12%		

Due to flooding in the Rainy River District we are unable to complete project by October 31, 2022 and requesting extension to December 31, 2023. Due to increase prices of the docks. We need to change the total amount of project costs and revise the funding table as Fednor has approved additional funding of \$71,433 to cover the increase in dock prices.

6. Acknowledgement

The Recipient hereby requests the aforementioned amendment(s) to the Agreement and certifies that the information provided to support the request is accurate. The Agreement is accordingly amended upon execution of this form by NOHFC. All other terms and conditions of the Agreement remain in full force and effect.

Corporation of the Town of Fort Frances

Program: Community Enhancement Program (Rural Enhancement Stream)

Project Number: 7510000

Recipient Name: Corporation of the Town of Fort Frances

Date: _____

Print Name:

Position:

I/We have authority to bind the Recipient.

NORTHERN ONTARIO HERITAGE FUND CORPORATION

Date: _____

Name:

Position:

June 30, 2022

Report To: Mayor & Council

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

SUBJECT: January 2022 Drinking Water Systems Monthly Summary Report

Please find attached the January 2022 Summary Report on the drinking water systems, prepared by Greg Wiedenhoeft, Overall Responsible Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the January 2022 report as presented.

Respectfully submitted,
Operations & Facilities Division

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

Council approval of this report will accept the January 2022 report prior to it being made available to the general public.
--

Cc: Craig Miller, P.Eng., Environmental Superintendent
Greg Wiedenhoeft, Overall Responsible Operator

January 2022

**Monthly Summary Report
Water Systems**

**Prepared by: Greg Wiedenhoeft
Overall Responsible Operator**

Dated: February 04, 2022

1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of January 2022 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works No. 849N7DGE0 (Precedes Airport Groundwater Well Water Works No. 26002736). This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act. The water treatment plant falls under the requirements of Ontario Regulation 170/03 – Drinking Water Systems.

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

2) **Flow Data:**

Water Treatment Plant: See attached spreadsheet.

Airport Groundwater Well:

Estimated Daily Usage	0.21 m3
Estimated Monthly Usage	6.5 m3

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

Water Treatment Plant (treated): 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. 715 Colonization Rd. E.	3. 900 Wright Ave.	4. W. Tower
5. 601 Reid Ave.	6. 218 Third St. E.	7. 900 Wright Ave.	8. W. Tower
9. 601 Reid Ave.	10. 218 Third St. E.	11. 740 Sixth St. W.	12. W. Tower
13. 601 Reid Ave.	14. 218 Third St. E.	15. 900 Wright Ave.	16. W. Tower
17. 943 Third St. E.	18. 1309 King's Hwy.	19. 715 Colonization Rd. E.	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 December 21, 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:

Jan 4th - Received a load of Alum.

Jan 5th - Cleaned launders on clarifier #1.
 - Started to drain clarifier #1 for cleaning and inspection.
 - Changed out West cl2 tonner.

Jan 6th - Cleaned all 4 check valves on the poly unit.
 - Cleaned top and bottom tanks on the poly unit.

Jan 10th - Cleaned clarifier #1.
 - Calibrated distribution cl2 analyzer.
 - Greased bucket elevator.

Jan 12th - Calibrated distribution cl2 analyzer.

Jan 14th - Cleaned all 4 check valves on the poly unit.
 - Cleaned top and bottom tanks on the poly unit.

Jan 15th - Calibrated distribution cl2 analyzer.

Jan 17th - Installed High Lift pump #1 motor.
 - Calibrated distribution cl2 analyzer.
 - Replaced pressure pump on poly unit.

Jan 20th - Cleaned all 4 check valves on the poly unit.
 - Cleaned top and bottom tanks on the poly unit.

Jan 21st - Calibrated fluoride analyzer.

Jan 25th - Cleaned Soda Ash feed line.

Jan 28th - Cleaned all 4 check valves on the poly unit.
 - Cleaned top and bottom tanks on the poly unit.

8) **Water Complaints:**

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

9) **Other Miscellaneous Information:**

Jan 4TH - Routine micro sample collection.

Jan 7th - Pryde's Plumbing here working on hot water tank.

Jan 10th - Routine micro sample collection.

Jan 11th - Sent 18 empty fluoride barrels back to Brenntag.

Jan 17th - Routine micro sample collection.

Jan 20th - Monthly TSS sample collection.

Jan 24th - Routine micro sample collection.

Jan 27th - Ran the standby generator for 1 hr.
 - Took grab samples off the filters.
 - M.E.C.P. at the plant for annual inspection.

Jan 28th - M.E.C.P. at the plant for annual inspection.

Jan 31st - 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, Overall Responsible Operator: Greg Wiedenhoeft
- Craig Miller, P.Eng. Environmental Superintendent: Craig Miller
- Travis Rob, P.Eng. Manager of Operations & Facilities: Travis Rob
- Faisal Anwar, CAO: _____
- Rick Wiedenhoeft, Chair O & F Exec Committee: _____
- June Caul, Mayor: _____
- John McTaggart, Councillor: _____
- Mike Behan, Councillor: _____
- Wendy Brunetta, Councillor: _____
- Doug Judson, Councillor: _____
- Andrew Hallikas, Councillor: _____

Note: Once all signatures have been obtained, the report will be distributed and made available to the public. If you have any questions, please feel free to contact Greg Wiedenhoeft, Senior WTP Operator at 807-274-2325.

Flow Data January	Units	2020		2021		2022	
Total Raw Water	m ³		155620		156120		155120
Raw Maximum Day	m ³		5280		5220		5400
Raw Minimum Day	m ³		4720		4860		4700
Raw Average Daily Consumption	m ³		5020		5040		5000
Total Treated Water	m ³		108720		105360		108550
Treated Water Maximim Day Consumption	m ³		4240		3810		3920
Treated Water Minimim Day Consumption	m ³		3040		3000		3000
Treated Water Average Day Consumption	m ³		3520		3400		3500
Daily Average Per Household Consumption Rate	m ³		0.930		0.899		0.925
* Daily Average Per Person Consumption Rate	m ³		0.441		0.426		0.438
Monthly Averages - Operating Parameters WTP:							
FAC Residual - Treated Water	mg/L		2.12		2.11		2.06
Total Chlorine Residual - Treated Water	mg/L		2.35		2.37		2.35
Aluminum Sulphate - Raw Water	mg/L		35.0		34.0		37.0
Aluminum Sulphate - Treated Water Residual	mg/L		0.07		0.04		0.03
Fluoride - Treated Water	mg/L		0.75		0.62		0.67
Soda Ash - Raw Water	mg/L		35.0		37.0		36.0
pH - Adjusted	mg/L		6.98		7.1		7.06
Temperature	°C		2.0		2.0		2.0
Quantity of Chemical Used:							
Aluminum Sulphate	kg		5446.7		5308.08		5739.44
Polyelectrolyte	kg		62.5		75.0		87.5
Chlorine Gas	kg		617		578		531
Soda Ash - Used for pH Adjustment	kg		5446.7		5776.44		5584.32
Fluoride	kg		693		513		564

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

* Population is 7986

* Number of Households is 3783

Town of Fort Frances - Water treatment Plant - Water Works # 220000978
Monitoring Record
Jan-22

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	4.91	5.02	4.97	5.40	5.00	5.02	4.97	4.93	5.06	5.05	4.96	5.02	5.00	5.01	4.90	5.01	5.12	5.02	4.98	5.01	5.01	4.70	4.99	5.28	5.00	4.96	5.02	4.97	4.82	4.99	5.02	155.12	5.00
Peak Instantaneous - Raw Water	l/s	n/a	58.64	58.62	58.61	58.59	58.55	58.52	58.41	58.60	58.55	58.53	58.55	58.55	58.58	58.48	58.52	58.49	58.57	58.57	58.56	58.48	58.48	58.43	58.33	58.45	58.34	58.28	58.30	58.28	58.28	58.20	58.25		58.47
Treated Water	1000 m³	17	3.00	3.42	3.38	3.87	3.36	3.40	3.50	3.55	3.32	3.80	3.63	3.50	3.45	3.31	3.59	3.52	3.62	3.71	3.25	3.67	3.33	3.41	3.29	3.92	3.75	3.28	3.75	3.40	3.39	3.70	3.48	108.55	3.50
Peak Instantaneous - Treated Water	l/s	n/a	62.71	61.65	63.96	61.74	62.39	62.28	63.04	62.86	63.54	62.45	62.79	63.14	62.85	62.28	62.84	62.88	63.72	62.57	62.30	62.55	62.47	63.84	63.53	62.94	62.77	62.85	63.19	62.48	63.20	62.85	63.31		62.84
BackWash Water	1000 m³	n/a	0.25	0.28	0.26	0.25	0.27	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.27	0.26	0.25	0.28	0.26	0.25	0.27	0.26	0.25	0.28	0.259	0.252	8.152	0.263
Fluoride Information																																			
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.70	0.71	0.71	0.70	0.71	0.71	0.71	0.72	0.71	0.71	0.69	0.69	0.61	0.61	0.63	0.63	0.64	0.63	0.65	0.65	0.65	0.66	0.66	0.65	0.65	0.64	0.64	0.63	0.65	0.65	0.66		0.67
Turbidity Information																																			
Raw Water	NTU	n/a	0.88	1.39	0.83	0.63	0.55	0.50	0.60	0.58	0.53	0.44	0.58	0.47	0.41	0.40	0.47	0.42	0.51	0.40	0.49	0.39	0.47	0.62	0.70	0.51	0.55	0.41	0.37	0.52	0.44	0.43	0.38		0.54
Settled Water	NTU	n/a	0.14	0.11	0.12	0.12	0.13	0.13	0.16	0.13	0.17	0.18	0.17	0.19	0.18	0.18	0.16	0.16	0.17	0.18	0.13	0.17	0.18	0.13	0.13	0.18	0.13	0.18	0.18	0.13	0.15	0.16	0.19		0.16
Treated Water	NTU	1	0.11	0.07	0.07	0.09	0.09	0.07	0.12	0.09	0.09	0.11	0.11	0.07	0.09	0.06	0.06	0.06	0.06	0.09	0.08	0.09	0.10	0.08	0.12	0.12	0.11	0.10	0.09	0.12	0.12	0.13	0.11		0.09
Other Operating Parameters																																			
pH - Treated Water	no units	6.5 to 8.5	6.98	7.04	7.14	7.06	7.05	7.09	7.09	7.14	7.06	7.06	7.07	7.08	7.09	7.07	7.03	7.06	7.01	7.03	7.08	7.04	7.10	7.00	7.03	7.06	7.09	7.09	7.01	7.08	7.06	7.09	7.07		7.06
pH - Settled water	no units	n/a	6.52	6.42	6.53	6.47	6.46	6.57	6.64	6.48	6.46	6.59	6.52	6.60	6.66	6.54	6.50	6.45	6.49	6.53	6.56	6.55	6.54	6.36	6.55	6.51	6.53	6.54	6.56	6.56	6.43	6.61	6.45		6.52
pH - Raw Water	no units	n/a	7.00	6.98	6.96	7.01	6.94	6.96	6.92	6.88	6.95	6.95	6.99	6.96	6.99	6.98	6.96	6.98	6.94	6.94	6.98	6.95	6.98	6.99	7.01	6.86	6.88	6.94	6.95	6.92	6.83	6.93	6.86		6.95
FAC - Treated Water	mg/l	0.2 to 4	2.02	1.95	2.01	2.02	1.88	2.00	1.99	2.06	2.10	2.15	2.12	2.22	2.14	2.05	2.03	2.00	2.15	2.18	2.10	2.07	1.98	1.98	1.96	2.07	2.10	2.12	2.12	2.09	2.17	2.10	2.04		2.06
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.24	2.27	2.32	2.34	2.29	2.19	2.22	2.40	2.22	2.45	2.42	2.35	2.39	2.40	2.51	2.42	2.46	2.30	2.40	2.36	2.37	2.34	2.35	2.29	2.31	2.34	2.33	2.33	2.42	2.39	2.39		2.35
Temperature	°C	15	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2		2.0
Fluoride used (Total Daily Consumption)	kg	n/a	17.0	17.0	16.0	18.0	17.0	17.0	19.0	20.0	20.0	19.0	20.0	19.0	19.0	19.0	18.0	19.0	19.0	18.0	18.0	18.0	18.0	17.0	17.0	18.0	18.0	17.0	17.0	17.0	18.0	20.0	20.0	564.00	18.2
Chlorine used (Total Daily Consumption)	kg	n/a	17.0	17.0	18.0	18.0	17.0	17.0	16.0	18.0	17.0	17.0	18.0	17.0	17.0	17.0	16.0	18.0	17.0	17.0	17.0	17.0	18.0	15.0	18.0	18.0	16.0	18.0	17.0	16.0	17.0	17.0	18.0	531.00	17.1
Soda Ash (Total Daily Consumption)	kg	n/a	176.8	180.7	178.9	194.4	180.0	180.7	178.9	177.5	182.2	181.8	178.6	180.7	180.0	180.4	176.4	180.4	184.3	180.7	179.3	180.4	180.4	169.2	179.6	190.1	180.0	178.6	180.7	178.9	173.5	179.6	180.7	5584.32	180.1
Soda Ash - Dosage	mg/l	n/a	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36		36.0
Alum residual - (Total Daily Consumption)	kg	n/a	181.7	185.7	183.9	199.8	185.0	185.7	183.9	182.4	187.2	186.9	183.5	185.7	185.0	185.4	181.3	185.4	189.4	185.7	184.3	185.4	185.4	173.9	184.6	195.4	185.0	183.5	185.7	183.9	178.3	184.6	185.7	5739.44	185.1
Alum residual - 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		37.0	
Alum residual - Treated Water	mg/l	0.1	0.03	0.03	0.02	0.01	0.05	0.02	0.04	0.03	0.02	0.03	0.04	0.03	0.02	0.03	0.03	0.03	0.02	0.02	0.01	0.01	0.03	0.03	0.03	0.02	0.03	0.02	0.03	0.03	0.04	0.05	0.03		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

Signature: 
Greg Wiedenhoef (Jun 29, 2022 09:02 CDT)

Email: gwiedenhoef@fortfrances.ca

Signature: 

Email: cmiller@fortfrances.ca

Signature: 

Email: trob@fortfrances.ca

Minimum	Maximum
4.70	5.40
58.20	58.64
3.00	3.92
61.65	63.96












Jan 2022 WTP Report

Final Audit Report

2022-06-30

Created:	2022-06-29
By:	Craig Miller (cmiller@fortfrances.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAA13cXs59t6gEwNqwjteFpVPfsIDXyek1W

"Jan 2022 WTP Report" History

-  Document created by Craig Miller (cmiller@fortfrances.ca)
 2022-06-29 - 1:56:23 PM GMT- IP address: 216.211.31.9
-  Document emailed to gwiedenhoeft@fortfrances.ca for signature
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-  Email viewed by gwiedenhoeft@fortfrances.ca
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-  Document e-signed by Greg Wiedenhoeft (gwiedenhoeft@fortfrances.ca)
 Signature Date: 2022-06-29 - 2:02:27 PM GMT - Time Source: server- IP address: 216.211.31.9
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-  Document e-signed by Travis Rob (trob@fortfrances.ca)
 Signature Date: 2022-06-30 - 1:27:28 AM GMT - Time Source: server- IP address: 216.211.31.9
-  Agreement completed.
 2022-06-30 - 1:27:28 AM GMT

June 30, 2022

Report To: Mayor & Council

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

SUBJECT: February 2022 Drinking Water Systems Monthly Summary Report

Please find attached the February 2022 Summary Report on the drinking water systems, prepared by Greg Wiedenhoeft, WTP Overall Responsible Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the February 2022 report as presented.

Respectfully submitted,
Operations & Facilities Division

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

<p>Council approval of this report will accept the February 2022 report prior to it being made available to the general public.</p>
--

cc – Craig Miller, P.Eng., Environmental Superintendent
Greg Wiedenhoeft, WTP Overall Responsible Operator.

February 2022

**Monthly Summary Report
Water Systems**

**Prepared by: Greg Wiedenhoef
Overall Responsible Operator**

Dated: March 4, 2022

1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of February 2022 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works No. 849N7DGE0 (Precedes Airport Groundwater Well Water Works No. 26002736). This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act. The water treatment plant falls under the requirements of Ontario Regulation 170/03 – Drinking Water Systems.

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

2) **Flow Data:**

Water Treatment Plant: See attached spreadsheet.

Airport Groundwater Well:

Estimated Daily Usage	0.21 m3
Estimated Monthly Usage	5.9 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. 940 Third St. E.	2. 601 Reid Ave.	3. 900 Wright Ave.	4. W. Tower
5. 601 Reid Ave.	6. 218 Third St. E.	7. 900 Wright Ave.	8. W. Tower
9. 943 Third St. E.	10. 1309 King's Hwy.	11. 900 Wright Ave.	12. W. Tower
13. 943 Third St. E.	14. 835 McKenzie Ave.	15. 740 Sixth St. W.	16. W. Tower

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

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

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

Water distribution sample taken December 21, 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:

- Feb 1st - Reassembled clarifier #1 mixer drive assembly.
Changed sprockets, bearings, couplers, shaft and chain
- Feb 3rd - Cleaned all 4 check valves on the poly pumps.
- Cleaned top and bottom tanks on the poly unit.
- Feb 7th - Transfer sludge from clarifier #2 to clarifier #1.
- Changed oil in clarifier #1 mixer gearbox.
- Feb 8th - Changed oil in clarifier #1 rake gearbox.
- Flushed poly line to clarifier #1.
- Transfer sludge from clarifier #2 to clarifier #1.
- Put clarifier #1 back online.
- Feb 9th - Re – aligned the couplers on clarifier #1.
- Feb 10th - Cleaned all 4 check valves on the poly pumps.
- Cleaned top and bottom tanks on the poly unit.
- Changed the oil in compressor #1 & #2.
- Feb 14th - Calibrated distribution cl2 analyzer.
- Received 15 barrels of Fluoride.

Feb 15th - Changed out the East cl2 tonner.
 - Received 3 tonners of cl2 and sent back 3 empties.

Feb 16th - Calibrated distribution cl2 analyzer.

Feb 17th - Cleaned all 4 check valves on the poly unit.
 - Cleaned top and bottom tanks on the poly unit.

Feb 18th - Calibrated distribution cl2 analyzer.

Feb 22nd - Calibrated distribution cl2 analyzer.

Feb 23rd - Tightened mixer chain on clarifier #1.

Feb 24th - Cleaned all 4 check valves on the poly pumps.
 - Cleaned top and bottom tanks on the poly unit.
 - Calibrated fluoride analyzer.
 - Received a load of Alum.
 - Greased Soda Ash elevator and auger.

Feb 25th - Cleaned launders in clarifier #2.
 - Cleaned Filter trough.
 - Flushed settled sample pump line.
 - Flushed poly line for clarifier #2.

8) **Water Complaints:**

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

9) **Other Miscellaneous Information:**

Feb 4th - Routine micro sample collection.

Feb 8th - Took a Bacti sample at 425 3rd St. W. water service repair.

Feb 11th - Cannect Electric here working on High lift pump #1.

Feb 14th - Routine micro sample collection.
 - Took DWSP samples.

Feb 17th - Took Bacti samples for the 300 blk. of Church St. main repair. (1st set)

- Feb 22nd
 - Routine micro sample collection.
 - Took Bacti samples for the 300 blk. of Church St. main repair. (2nd set)
 - Monthly TSS sample collection.
- Feb 24th
 - Ran the standby generator for 1 hr.
 - Took grab samples off the filters.
- Feb 28th
 - Routine micro sample collection.
 - Took a Bacti sample at 1224 2nd St. E. water service repair.

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

Note: Once all signatures have been obtained, the report will be distributed and made available to the public. If you have any questions, please feel free to contact Greg Wiedenhoeft, Overall Responsible Operator at 807-274-2325.

Flow Data February	Units	2020		2021		2022	
Total Raw Water	m ³		144910		139410		143930
Raw Maximum Day	m ³		5160		5320		6090
Raw Minimum Day	m ³		4560		4090		4760
Raw Average Daily Consumption	m ³		5000		4980		5140
Total Treated Water	m ³		10190		103890		116300
Treated Water Maximim Day Consumption	m ³		3830		4270		5840
Treated Water Minimim Day Consumption	m ³		3160		3240		3560
Treated Water Average Day Consumption	m ³		3510		3710		4150
Daily Average Per Household Consumption Rate	m ³		0.928		0.981		1.097
* Daily Average Per Person Consumption Rate	m ³		0.440		0.465		0.520
Monthly Averages - Operating Parameters WTP:							
FAC Residual - Treated Water	mg/L		1.97		2.08		2.12
Total Chlorine Residual - Treated Water	mg/L		2.23		2.31		2.4
Aluminum Sulphate - Raw Water	mg/L		35.0		34.0		37.0
Aluminum Sulphate - Treated Water Residual	mg/L		0.06		0.05		0.04
Fluoride - Treated Water	mg/L		0.74		0.67		0.67
Soda Ash - Raw Water	mg/L		35.0		37.0		36.0
pH - Adjusted	mg/L		6.97		7.17		7.05
Temperature	°C		2.0		2.0		2.0
Quantity of Chemical Used:							
Aluminum Sulphate	kg		5071.9		4739.94		5325.41
Polyelectrolyte	kg		62.5		50.0		75.0
Chlorine Gas	kg		547		516		500
Soda Ash - Used for pH Adjustment	kg		5071.9		5158.17		5181.48
Fluoride	kg		657		464		528

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

* Population is 7986

* Number of Households is 3783

Town of Fort Frances - Water treatment Plant - Water Works # 220000978
Monitoring Record
Feb-22

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	Total	Average
		or Range																														
Flow rates																																
Raw Water	1000 m³	17	4.92	4.95	5.01	4.97	5.02	4.97	4.97	4.97	5.01	4.97	5.05	4.83	4.97	5.09	4.76	5.79	6.09	5.28	5.05	5.20	5.16	6.00	5.15	5.16	5.15	5.21	5.11	5.12	143.93	5.14
Peak Instantaneous - Raw Water	l/s	n/a	58.29	58.22	58.21	61.37	58.19	58.25	58.31	61.14	59.48	58.30	58.29	58.25	58.24	58.26	58.29	70.76	70.81	70.74	60.34	60.48	60.37	60.36	60.29	60.30	60.26	60.28	60.14	60.09		60.58
Treated Water	1000 m³	17	3.62	3.56	3.76	4.11	4.16	4.33	4.07	3.90	4.01	3.91	3.97	3.85	3.98	4.15	5.12	5.84	4.36	4.02	3.88	4.00	3.97	4.33	4.08	4.54	4.20	4.08	4.36	4.14	116.30	4.15
Peak Instantaneous - Treated Water	l/s	n/a	62.66	63.17	63.45	65.13	64.57	64.51	64.47	64.24	64.08	65.37	64.57	63.88	63.82	63.39	65.86	118.43	63.32	63.99	63.91	64.14	63.27	63.16	64.56	64.68	64.62	64.43	65.23	65.87		66.17
BackWash Water	1000 m³	n/a	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.54	0.25	0.28	0.26	0.25	0.27	0.17	0.24	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.46	0.28	0.26	7.748	0.277
Fluoride Information																																
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.67	0.68	0.67	0.65	0.66	0.66	0.67	0.67	0.67	0.66	0.66	0.67	0.67	0.67	0.67	0.66	0.66	0.66	0.66	0.67	0.67	0.67	0.68	0.68	0.68	0.67	0.68	0.67		0.67
Turbidity Information																																
Raw Water	NTU	n/a	0.45	0.42	0.39	0.50	0.37	0.35	0.41	0.54	0.44	0.36	0.39	0.46	0.43	0.42	0.30	0.20	0.67	0.62	0.56	0.56	0.68	0.39	0.34	0.38	0.58	0.44	0.38	0.52		0.45
Settled Water	NTU	n/a	0.17	0.21	0.17	0.18	0.19	0.15	0.20	0.17	0.19	0.13	0.14	0.13	0.14	0.13	0.12	0.08	0.11	0.12	0.12	0.16	0.13	0.13	0.12	0.14	0.16	0.15	0.13	0.13		0.15
Treated Water	NTU	1	0.11	0.12	0.12	0.10	0.09	0.11	0.11	0.10	0.10	0.09	0.09	0.09	0.09	0.11	0.01	0.01	0.01	0.08	0.09	0.11	0.11	0.12	0.11	0.10	0.11	0.11	0.12	0.10		0.09
Other Operating Parameters																																
pH - Treated Water	no units	6.5 to 8.5	7.04	7.05	7.08	7.11	7.10	7.08	7.11	7.06	7.09	7.08	7.03	7.01	7.06	7.00	7.04	7.00	6.97	7.01	7.08	7.02	7.01	7.07	7.08	7.03	7.04	7.06	7.04	7.08		7.05
pH - Settled water	no units	n/a	6.55	6.53	6.56	6.50	6.58	6.57	6.49	6.54	6.60	6.55	6.51	6.58	6.51	6.64	6.43	6.46	6.45	6.56	6.58	6.62	6.59	6.56	6.49	6.55	6.57	6.40	6.46	6.45		6.53
pH - Raw Water	no units	n/a	6.95	6.89	6.92	6.94	6.98	6.98	6.95	6.97	6.98	6.98	6.97	6.97	6.99	7.04	7.05	7.07	7.05	7.02	7.00	6.98	7.01	6.82	6.81	6.94	6.98	6.85	6.90	6.97		6.96
FAC - Treated Water	mg/l	0.2 to 4	1.99	2.01	2.00	1.98	2.01	2.09	2.02	2.04	2.11	2.06	2.03	2.02	1.99	2.11	2.07	2.35	2.42	2.18	2.11	2.10	2.13	2.19	2.11	2.22	2.15	2.21	2.28	2.24		2.12
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.33	2.28	2.36	2.37	2.36	2.32	2.27	2.32	2.42	2.36	2.36	2.42	2.38	2.35	2.26	2.45	2.77	2.55	2.42	2.42	2.43	2.32	2.48	2.48	2.47	2.34	2.45	2.48		2.40
Temperature	°C	15	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0		2.0
Fluoride used (Total Daily Consumption)	kg	n/a	20.0	20.0	19.0	20.0	19.0	19.0	19.0	18.0	19.0	18.0	18.0	17.0	18.0	17.0	21.0	21.0	19.0	17.0	18.0	17.0	18.0	18.0	21.0	20.0	20.0	20.0	19.0	19.0	528.00	18.9
Chlorine used (Total Daily Consumption)	kg	n/a	17.0	16.0	17.0	17.0	18.0	16.0	17.0	18.0	16.0	17.0	17.0	16.0	17.0	18.0	16.0	22.0	23.0	19.0	17.0	19.0	17.0	20.0	17.0	19.0	18.0	19.0	19.0	18.0	500.00	17.9
Soda Ash (Total Daily Consumption)	kg	n/a	177.1	178.2	180.4	178.9	180.7	178.9	178.9	178.9	180.4	178.9	181.8	173.9	178.9	183.2	171.4	208.4	219.2	190.1	181.8	187.2	185.8	216.0	185.4	185.8	185.4	187.6	184.0	184.3	5181.48	178.7
Soda Ash - Dosage	mg/l	n/a	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0		36.0
Alum residual - (Total Daily Consumption)	kg	n/a	182.0	183.2	185.4	183.9	185.7	183.9	183.9	183.9	185.4	183.9	186.9	178.7	183.9	188.3	176.1	214.2	225.3	195.4	186.9	192.4	190.9	222.0	190.6	190.9	190.6	192.8	189.1	189.4	5325.41	183.6
Alum residual - 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
Alum residual - Treated Water	mg/l	0.1	0.03	0.04	0.02	0.03	0.03	0.03	0.03	0.04	0.03	0.04	0.03	0.03	0.02	0.05	0.04	0.05	0.05	0.05	0.03	0.04	0.03	0.04	0.04	0.04	0.04	0.0	0.03	0.04		0.04
Poly bags added (25 kg bags)	kg	n/a			0.5				0.5				0.5							0.5				0.5			0.5				75.0	

* MAC - maximum acceptable range

Signature: 
Greg Wiedenhoef (Jun 29, 2022 09:03 CDT)

Email: gwiedenhoef@fortfrances.ca

Signature: 

Email: cmiller@fortfrances.ca

Signature: 

Email: trob@fortfrances.ca

Minimum	Maximum
4.76	6.09
58.19	70.81
3.56	5.84
62.66	118.43












Feb 2022 WTP Report

Final Audit Report

2022-06-30

Created:	2022-06-29
By:	Craig Miller (cmiller@fortfrances.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAARtxpd8VfpKQuwhCfLCWj13AMTsbVbN3U

"Feb 2022 WTP Report" History

-  Document created by Craig Miller (cmiller@fortfrances.ca)
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-  Agreement completed.
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June 30, 2022

Report To: Mayor & Council

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

SUBJECT: March 2022 Drinking Water Systems Monthly Summary Report

Please find attached the March 2022 Summary Report on the drinking water systems, prepared by Greg Wiedenhoeft, WTP Overall Responsible Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the March 2022 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 2022 report prior to it being made available to the general public.
--

cc – Craig Miller, P.Eng., Environmental Superintendent
Greg Wiedenhoeft, WTP Overall Responsible Operator.

March 2022

**Monthly Summary Report
Water Systems**

**Prepared by: Greg Wiedenhoef
Overall Responsible Operator**

Dated: April 4, 2022

1) Introduction:

This report contains the major maintenance activities and operational events that occurred during the month of March 2022 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works No. 849N7DGE0 (Precedes Airport Groundwater Well Water Works No. 26002736). This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act. The water treatment plant falls under the requirements of Ontario Regulation 170/03 – Drinking Water Systems.

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

2) Flow Data:

Water Treatment Plant: See attached spreadsheet.

Airport Groundwater Well:

Estimated Daily Usage	0.21 m3
Estimated Monthly Usage	6.5 m3

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

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

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

Water Distribution System: 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. 940 Third St. E.	2. 601 Reid Ave.	3. 1324 King's Hwy.	4. W. Tower
5. 601 Reid Ave.	6. 218 Third St. E.	7. 900 Wright Ave.	8. W. Tower
9. 943 Third St. E.	10. 835 McKenzie Ave.	11. 900 Wright Ave.	12. W. Tower
13. 715 Col. Rd. E.	14. 1309 King's Hwy.	15. 601 Reid Ave.	16. W. Tower

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

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

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

Water distribution sample taken March 16, 2022 – 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 2nd - Cleaned Flash mixer.
 - Started draining clarifier #2 for maintenance.
- Mar 3rd - Cleaned all 4 check valves on the poly pumps.
 - Cleaned top and bottom tanks on the poly unit.
- Mar 8th - Cleaned and inspected clarifier #2.
 - Started working on clarifier #2 mixer and rake drive assembly.
- Mar 9th - Reassembled clarifier #2 mixer drive assembly.
 - Changed sprockets, bearings, couplers, shaft and chain.
 - Changed oil in clarifier #2 rake gearbox.
 - Changed oil in clarifier #2 mixer gearbox.
 - Calibrated distribution cl2 analyzer.
- Mar 10th - Changed filters in soda ash blower.
 - Cleaned all 4 check valves on the poly pumps.
 - Cleaned top and bottom tanks on the poly unit.
- Mar 11th - Replaced seal on soda ash access panel.
- Mar 15th - Transferred sludge from clarifier #1 to clarifier #2.

- Mar 17th - Calibrated distribution cl2 analyzer.
 - Measured media depth in filters #3 and #4.
 - Transferred media from filter #2 to filter #4.
 - Transferred sludge from clarifier #1 to clarifier #2.
- Mar 18th - Cleaned all 4 check valves on the poly unit.
 - Cleaned top and bottom tanks on the poly unit.
 - Transferred media from filter #2 to filter #4.
 - Put clarifier #2 back into service.
- Mar 21st - Transferred media from filter #2 to filter #4.
 - Calibrated distribution cl2 analyzer.
- Mar 22nd - Transferred media from filter #2 to filter #4.
- Mar 23rd - Transferred media from filter #2 to filter #4.
- Mar 24th - Transferred media from filter #2 to filter #3.
 - Calibrated distribution cl2 analyzer.
 - Cleaned all 4 check valves on the poly unit.
 - Cleaned top and bottom tanks on the poly unit.
- Mar 25th - Added 100 bags of anthracite to filter #3.
- Mar 27th - Calibrated distribution cl2 analyzer.
 - Flushed poly line for clarifier #2.
- Mar 29th - Ran the standby generator for 1 hr.
 - Calibrated the fluoride analyzer.
 - Measured media depth in filters #1.
- Mar 30th - Added 25 bags of Anthracite to filter #3.
- Mar 31st - Changed out West cl2 tonner.

8) **Water Complaints:**

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

9) **Other Miscellaneous Information:**

- Mar 7th - Routine micro sample collection.
 - Took Bacti samples for the 500 Blk. of 2nd St. E. main repair. (1st set)

- Mar 8th -Took Bacti samples for the 500 Blk. of 2nd St. E. main repair. (2nd set)
- Mar 9th - Cannect Electric here working on High lift pump #1.
- Mar 10th - Cannect Electric here working on heating system fans.
- Mar 14th - Routine micro sample collection.
 -Took Bacti samples for the 500 Blk. of 2nd St. E. main repair (2ndset)
 (Re- sample for the second set...March 8th samples did not make to lab
 in time due to shipping error)
 - Cannect Electric here working on High lift pump #1.
- Mar 16th - Took Annual and Quarterly samples.
 - Monthly TSS sample collection.
 - Took Airport Bacti sample.
- Mar 17th - Took Bacti samples for the 300 blk. of 6th St. W. main repair. (1st set)
- Mar 21st - Took Bacti samples for the 300 blk. of 6th St. W. main repair. (2nd set)
 - Routine micro sample collection.
- Mar 22nd - Lakeside here to update SCADA system.
 - Received a skid of poly from ClearTech.
 - Received 8 pails of calcium hypochlorite from ClearTech.
- Mar 25th - Received a load of soda ash.
- Mar 28th - Routine micro sample collection.
- Mar 29th - Ran the standby generator for 1 hr.
 - Took grab samples off the filters.
 - Calibrated the fluoride analyzer.
- Mar 31st - Took a Bacti sample at 1301 Elizabeth St. E. water service repair.

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

Note: Once all signatures have been obtained, the report will be distributed and made available to the public. If you have any questions, please feel free to contact Greg Wiedenhoeft, Overall Responsible Operator at 807-274-2325.

Flow Data	MARCH	Units	2020	2021	2022
Total Raw Water	m ³		155940	155300	170510
Raw Maximum Day	m ³		6000	5200	6120
Raw Minimum Day	m ³		4690	4900	5000
Raw Average Daily Consumption	m ³		5030	5010	5500
Total Treated Water	m ³		105300	109120	143250
Treated Water Maximim Day Consumption	m ³		4490	5530	5580
Treated Water Minimim Day Consumption	m ³		2790	2900	3820
Treated Water Average Day Consumption	m ³		3400	3520	4620
Daily Average Per Household Consumption Rate	m ³		0.899	0.930	1.221
* Daily Average Per Person Consumption Rate	m ³		0.426	0.441	0.579
Monthly Averages - Operating Parameters WTP					
FAC Residual - Treated Water	mg/L		2.08	2.14	2.14
Total Chlorine Residual - Treated Water	mg/L		2.31	2.44	2.43
Aluminum Sulphate - Raw Water	mg/L		35.0	34.0	37.0
Aluminum Sulphate - Treated Water Residua	mg/L		0.06	0.04	0.03
Fluoride - Treated Water	mg/L		0.75	0.63	0.68
Soda Ash - Raw Water	mg/L		35.0	37.0	36.0
pH - Adjusted	mg/L		6.93	7.23	6.99
Temperature	°C		2.2	3.3	2.3
Quantity of Chemical Used:					
Aluminum Sulphate	kg		5457.9	5280.2	6308.87
Polyelectrolyte	kg		75.0	62.5	100.0
Chlorine Gas	kg		588	569	589
Soda Ash - Used for pH Adjustmen	kg		5457.9	5746.1	6138.36
Fluoride	kg		707	519	632

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

* Population is 7986

* Number of Households is 3783

Town of Fort Frances - Water treatment Plant - Water Works # 220000978
Monitoring Record
Mar-22

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	5.14	5.16	5.00	5.12	5.16	5.10	5.09	5.76	6.07	6.08	6.07	5.94	6.09	5.93	5.86	5.19	5.14	5.12	5.08	5.12	5.27	5.23	5.15	5.28	5.17	5.01	5.83	6.11	6.12	6.05	6.07	170.51	5.50
Peak Instantaneous - Raw Water	l/s	n/a	60.06	60.16	60.07	60.05	59.93	60.72	59.84	72.02	70.88	71.03	70.91	70.92	71.07	71.00	70.94	70.84	60.07	63.25	62.18	60.19	60.13	60.09	60.15	60.22	60.13	60.09	70.93	71.05	71.07	70.93	70.91		65.22
Treated Water	1000 m³	17	4.44	4.42	4.60	4.18	4.31	4.49	5.28	5.01	5.16	5.24	4.58	4.50	4.60	4.17	4.44	4.20	4.17	4.47	4.00	4.50	4.24	4.63	4.13	4.76	4.66	4.58	5.18	5.34	5.58	5.57	3.82	143.25	4.62
Peak Instantaneous - Treated Water	l/s	n/a	64.77	64.77	65.27	65.05	65.24	66.30	67.39	66.91	67.59	67.54	67.57	65.43	64.13	64.76	64.72	65.18	64.64	64.15	64.24	64.40	65.34	65.93	64.19	65.83	66.20	65.76	65.46	66.93	67.07	68.03	75.55		66.01
BackWash Water	1000 m³	n/a	0.25	0.28	0.28	0.25	0.25	0.26	0.25	0.25	0.26	0.25	0.26	0.26	0.26	0.27	0.27	0.26	0.28	0.27	0.53	0.27	0.26	0.54	0.54	0.52	0.51	0.49	0.00	0.00	0.28	0.263	0.498	9.392	0.303
Fluoride Information																																			
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.65	0.69	0.69	0.67	0.68	0.67	0.68	0.68	0.68	0.67	0.65	0.68	0.68	0.69	0.70	0.70	0.71	0.71	0.72	0.72	0.72	0.68	0.69	0.68	0.69	0.71	0.71	0.71	0.63	0.64	0.64		0.68
Turbidity Information																																			
Raw Water	NTU	n/a	0.59	0.40	0.51	0.68	0.53	0.56	0.48	0.53	0.57	0.54	0.50	0.56	0.50	0.53	0.48	0.76	0.77	0.64	0.38	0.44	0.53	0.69	0.63	0.58	0.40	0.39	0.40	0.37	0.66	0.41	0.42		0.53
Settled Water	NTU	n/a	0.14	0.21	0.23	0.24	0.22	0.23	0.21	0.21	0.23	0.19	0.20	0.24	0.20	0.19	0.16	0.14	0.11	0.12	0.14	0.10	0.12	0.13	0.14	0.23	0.17	0.16	0.13	0.15	0.12	0.12	0.10		0.17
Treated Water	NTU	1	0.11	0.11	0.13	0.14	0.12	0.11	0.13	0.11	0.11	0.11	0.12	0.12	0.11	0.11	0.08	0.13	0.10	0.10	0.11	0.05	0.10	0.12	0.11	0.09	0.09	0.11	0.10	0.10	0.11	0.10	0.09		0.11
Other Operating Parameters																																			
pH - Treated Water	no units	6.5 to 8.5	7.02	7.05	7.01	7.03	7.05	7.04	7.04	6.87	6.90	6.92	6.94	6.88	6.93	6.95	6.92	6.94	6.95	7.02	7.02	7.05	7.00	7.03	7.05	7.01	7.02	7.01	7.03	6.95	7.01	7.03	7.01		6.99
pH - Settled water	no units	n/a	6.55	6.47	6.45	6.44	6.48	6.48	6.45	6.60	6.55	6.60	6.58	6.56	6.61	6.59	6.56	6.54	6.52	6.58	6.64	6.65	6.61	6.56	6.47	6.49	6.43	6.47	6.51	6.51	6.49	6.47	6.51		6.53
pH - Raw Water	no units	n/a	6.97	6.83	6.85	6.90	6.98	6.92	6.93	6.95	6.96	6.98	6.98	6.93	6.96	7.00	7.02	7.01	7.00	6.96	6.97	7.00	7.04	6.96	6.90	6.93	6.88	6.86	6.83	6.87	6.92	6.90	6.91		6.94
FAC - Treated Water	mg/l	0.2 to 4	2.15	2.17	2.24	2.19	2.15	2.19	2.22	2.58	2.48	2.47	2.24	2.14	2.14	2.16	1.91	1.78	1.77	2.05	2.09	1.97	1.90	2.00	1.98	2.01	2.05	2.04	2.24	2.32	2.23	2.24	2.27		2.14
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.23	2.54	2.57	2.44	2.43	2.50	2.31	2.97	2.82	2.84	2.72	2.46	2.50	2.48	2.28	2.06	2.03	2.28	2.29	2.18	2.20	2.23	2.37	2.18	2.32	2.27	2.52	2.56	2.54	2.58	2.58		2.43
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	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0		2.3
Fluoride used (Total Daily Consumption)	kg	n/a	20.0	20.0	21.0	18.0	19.0	19.0	18.0	21.0	22.0	22.0	22.0	21.0	21.0	21.0	24.0	20.0	20.0	20.0	20.0	20.0	19.0	19.0	20.0	19.0	19.0	21.0	22.0	21.0	22.0	21.0	632.00	20.4	
Chlorine used (Total Daily Consumption)	kg	n/a	18.0	18.0	17.0	18.0	19.0	18.0	18.0	22.0	23.0	22.0	21.0	21.0	22.0	20.0	20.0	15.0	16.0	17.0	17.0	16.0	17.0	18.0	16.0	18.0	16.0	17.0	20.0	22.0	23.0	22.0	22.0	589.00	19.0
Soda Ash (Total Daily Consumption)	kg	n/a	185.0	185.8	180.0	184.3	185.8	183.6	183.2	207.4	218.5	218.9	218.5	213.8	219.2	213.5	211.0	186.8	185.0	184.3	182.9	184.3	189.7	188.3	185.4	190.1	186.1	180.4	209.9	220.0	220.3	217.8	218.5	6138.36	198.0
Soda Ash - Dosage	mg/l	n/a	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36		36.0
Alum residual - (Total Daily Consumption)	kg	n/a	190.2	190.9	185.0	189.4	190.9	188.7	188.3	213.1	224.6	225.0	224.6	219.8	225.3	219.4	216.8	192.0	190.2	189.4	188.0	189.4	195.0	193.5	190.6	195.4	191.3	185.4	215.7	226.1	226.4	223.9	224.6	6308.87	203.5
Alum residual - 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 - Treated Water	mg/l	0.1	0.05	0.03	0.05	0.02	0.03	0.03	0.04	0.04	0.02	0.01	0.01	0.01	0.01	0.04	0.05	0.05	0.03	0.04	0.02	0.03	0.04	0.04	0.04	0.03	0.02	0.02	0.01	0.02	0.02	0.04	0.03		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					0.5	100.0	

* MAC - maximum acceptable range

Signature: Greg Wiedenhoeft
Greg Wiedenhoeft (Jun 29, 2022 09:05 CDT)
Email: gwiedenhoeft@fortfrances.ca

Signature: Carly Miller
Email: cmiller@fortfrances.ca

Signature: Tim Rob
Email: trob@fortfrances.ca

Minimum	Maximum
5.00	6.12
59.84	72.02
3.82	5.58
64.13	75.55












Mar 2022 WTP Report

Final Audit Report

2022-06-30

Created:	2022-06-29
By:	Craig Miller (cmiller@fortfrances.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAA5Y50pQbmFG-plmflcJ-rreCuaGVG20w

"Mar 2022 WTP Report" History

-  Document created by Craig Miller (cmiller@fortfrances.ca)
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-  Email viewed by gwiedenhoeft@fortfrances.ca
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-  Agreement completed.
 2022-06-30 - 1:30:12 AM GMT

May 5, 2022

Report To: Mayor & Council

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

SUBJECT: April 2022 Drinking Water Systems Monthly Summary Report

Please find attached the April 2022 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 2022 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 2022 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 2022

**Monthly Summary Report
Water Systems**

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

Dated: May 5, 2022

1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of April 2022 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	6.3 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. 940 Third St. E.	2. 401 King's Hwy.	3. 861 King's Hwy.	4. W. Tower
5. 601 Reid Ave.	6. 218 Third St. E.	7. 900 Wright Ave.	8. W. Tower
9. 715 Col Rd E.	10. 740 Sixth St. W.	11. 500 King's Hwy.	12. W. Tower
13. 943 Third St. E.	14. 130 Second St. E.	15. 1533 King's Hwy.	16. W. Tower

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

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

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

Water distribution sample taken March 16, 2022 – 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 - Calibrated distribution cl2 analyzer.
- Cleaned filter #3 turbidity meter probe.

April 8th - Cleaned top and bottom tanks on the poly unit.
- Cleaned all 4 check valves on the poly pumps.

April 12th - Added 125 bags of Anthracite to filter #3.

April 14th - Cleaned top and bottom tanks on the poly unit.
- Cleaned all 4 check valves on the poly pumps.

April 18th - Greased clarifier #2.

April 21st - Cleaned top and bottom tanks on the poly unit.
- Cleaned all 4 check valves on the poly pumps.

April 26th - Calibrated distribution cl2 analyzer.

April 27th - Calibrated distribution cl2 analyzer.

- April 28th - Ran the Standby Generator for 1 hour.
- Calibrated distribution cl2 analyzer.
 - Calibrated fluoride analyzer.
 - Cleaned top and bottom tanks on the poly unit.
 - Cleaned all 4 check valves on the poly pumps.

8) Water Complaints:

- Poor Pressure – 0 complaints.
- Water quality – 2 complaints.
- 925 Smith Ave. / 921 Smith Ave. **Brown dirty water** – Discoloured water due to fire flow testing for Vipond by Rainycrest. Flushed water main on Smith Ave. to clear up the water.

9) Other Miscellaneous Information:

- April 4th - Routine Micro samples.
- Ordered a load of Alum.
- April 5th - Took BAP re-sample for quarterly samples.
- Cannect Electric here working on poly pump #1.
- April 11th - Routine Micro samples.
- April 12th - Received a load of Alum.
- Alkalinity and PH samples for reduced lead sampling requirements.
- Took BAP re-sample for quarterly samples.
- April 18th - Routine Micro samples.
- April 19th - QMS meeting at WTP for Elements 1-7.
- April 21st - Took TSS samples for filter #1.
- QMS meeting at WTP for Elements 8-14.
- April 25th - Routine Micro samples.
- April 27th - QMS meeting at WTP for Elements 15-21.
- Took grab samples off the filters.

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

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

Flow Data	APRIL	Units	2020	2021	2022
Total Raw Water		m ³	149220	150940	155310
Raw Maximum Day		m ³	5770	5260	5470
Raw Minimum Day		m ³	3820	4660	4850
Raw Average Daily Consumption		m ³	5150	5030	5180
Total Treated Water		m ³	96350	99400	106280
Treated Water Maximim Day Consumption		m ³	3640	4000	3990
Treated Water Minimim Day Consumption		m ³	2730	2550	2880
Treated Water Average Day Consumption		m ³	3210	3310	3540
Daily Average Per Household Consumption Rate		m ³	0.849	0.875	0.936
* Daily Average Per Person Consumption Rate		m ³	0.402	0.414	0.443
Monthly Averages - Operating Parameters WTP:					
FAC Residual - Treated Water		mg/L	2.2	2.11	1.92
Total Chlorine Residual - Treated Water		mg/L	2.28	2.39	2.19
Aluminum Sulphate - Raw Water		mg/L	35.0	34.0	37.0
Aluminum Sulphate - Treated Water Residual		mg/L	0.04	0.03	0.03
Fluoride - Treated Water		mg/L	0.72	0.70	0.64
Soda Ash - Raw Water		mg/L	35.0	37.0	36.0
pH - Adjusted		mg/L	6.94	7.37	7.02
Temperature		°C	5.4	6.6	3.0
Quantity of Chemical Used:					
Aluminum Sulphate		kg	5399.8	5131.96	5746.47
Polyelectrolyte		kg	62.5	87.5	75.0
Chlorine Gas		kg	605	555	494
Soda Ash - Used for pH Adjustment		kg	5399.8	5584.78	5591.16
Fluoride		kg	736	504	564

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

* Population is 7986


* Number of Households is 3783

Operating Data	Units	*MAC	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Total	Average
		or Range																																
Flow rates																																		
Raw Water	1000 m³	17	4.96	5.46	5.20	5.20	5.13	5.07	5.19	5.29	5.07	5.18	5.29	4.93	5.22	5.12	5.08	5.24	5.16	5.33	5.47	5.21	5.22	5.20	5.41	4.85	5.25	5.14	5.11	5.14	5.14	5.05	155.31	5.18
Peak Instantaneous - Raw Water	l/s	n/a	70.82	60.61	60.59	60.63	60.61	60.53	60.61	60.63	60.59	60.68	60.01	60.52	60.59	60.71	60.69	60.70	60.75	60.83	60.79	60.84	60.82	60.70	61.08	60.95	60.56	60.56	59.86	60.01	60.11	60.08		60.92
Treated Water	1000 m³	17	3.42	3.99	3.28	3.81	3.64	3.62	3.47	3.71	3.56	3.71	3.34	3.45	3.76	3.54	3.66	3.44	3.53	3.68	3.95	3.64	3.27	3.60	3.79	2.88	3.57	3.51	3.56	3.31	3.51	3.08	106.28	3.54
Peak Instantaneous - Treated Water	l/s	n/a	64.00	63.63	63.56	63.06	64.21	63.20	64.14	63.91	63.52	62.38	63.70	79.35	63.40	62.32	62.05	62.97	62.70	62.95	62.50	63.14	63.27	63.50	63.58	63.08	80.04	81.38	63.39	62.07	63.66	63.62		64.94
BackWash Water	1000 m³	n/a	0.28	0.26	0.25	0.28	0.51	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.52	0.25	0.28	0.27	0.25	0.28	0.27	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.280	8.440	0.281
Fluoride Information																																		
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.64	0.57	0.58	0.58	0.62	0.63	0.63	0.62	0.63	0.63	0.63	0.66	0.66	0.66	0.66	0.65	0.65	0.65	0.66	0.65	0.66	0.66	0.65	0.66	0.66	0.66	0.66	0.65	0.65	0.65		0.64
Turbidity Information																																		
Raw Water	NTU	n/a	0.48	0.47	0.38	0.45	0.49	0.46	0.43	0.46	0.48	0.53	0.47	0.52	0.41	0.57	0.59	0.60	0.53	0.39	0.54	0.51	0.56	0.51	0.95	0.62	0.83	0.86	0.66	0.63	0.66	0.71	0.56	
Settled Water	NTU	n/a	0.16	0.13	0.12	0.13	0.12	0.12	0.11	0.11	0.12	0.11	0.16	0.14	0.11	0.13	0.11	0.13	0.10	0.10	0.10	0.11	0.10	0.11	0.13	0.14	0.12	0.12	0.09	0.09	0.10	0.10	0.12	
Treated Water	NTU	1	0.08	0.11	0.05	0.09	0.09	0.09	0.09	0.10	0.10	0.10	0.14	0.12	0.01	0.12	0.04	0.10	0.09	0.04	0.12	0.11	0.13	0.12	0.14	0.16	0.12	0.11	0.16	0.12	0.12	0.12	0.10	
Other Operating Parameters																																		
pH - Treated Water	no units	6.5 to 8.5	6.98	7.04	7.06	7.03	6.91	7.02	6.89	6.92	6.96	6.98	7.05	7.03	7.01	7	7.01	7.01	7.01	7.04	7.14	7.07	7.08	7.07	7.03	7.09	7.01	7.06	7.08	7.03	7.01	7.03		7.02
pH - Settled water	no units	n/a	6.59	6.54	6.57	6.55	6.46	6.51	6.45	6.48	6.42	6.46	6.37	6.63	6.56	6.57	6.69	6.68	6.77	6.74	6.53	6.37	6.28	6.45	6.48	6.46	6.43	6.38	6.41	6.42	6.54	6.50		6.51
pH - Raw Water	no units	n/a	7.03	7.01	6.98	6.82	7.01	6.96	7.03	7.01	6.99	7.01	6.79	6.97	7.04	7.08	6.97	7.08	6.99	7.00	6.81	6.96	6.82	6.91	6.88	6.89	6.93	6.99	6.88	6.88	6.42	6.33		6.92
FAC - Treated Water	mg/l	0.2 to 4	1.75	1.83	1.84	1.90	2.01	1.97	1.95	2.04	2.01	2.00	1.92	1.84	1.94	1.95	1.92	1.86	1.89	1.89	1.89	1.93	1.92	1.87	1.90	1.87	1.84	2.01	1.96	1.89	1.96	1.98		1.92
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.02	2.11	1.94	2.06	2.22	2.24	2.21	2.28	2.30	2.32	2.27	2.19	2.29	2.21	2.15	2.15	2.21	2.17	2.12	2.18	2.13	2.14	2.13	2.17	2.27	2.35	2.21	1.98	2.3	2.28		2.19
Temperature	°C	15	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	
Fluoride used (Total Daily Consumption)	kg	n/a	18.0	18.0	18.0	18.0	17.0	20.0	20.0	21.0	19.0	20.0	20.0	19.0	20.0	18.0	19.0	19.0	19.0	18.0	19.0	18.0	19.0	17.0	18.0	17.0	18.0	17.0	19.0	21.0	20.0	20.0	564.00	18.8
Chlorine used (Total Daily Consumption)	kg	n/a	16.0	17.0	17.0	15.0	17.0	15.0	17.0	16.0	17.0	16.0	17.0	15.0	17.0	16.0	17.0	17.0	17.0	17.0	17.0	17.0	16.0	17.0	17.0	15.0	17.0	17.0	17.0	16.0	17.0	16.0	494.00	16.5
Soda Ash (Total Daily Consumption)	kg	n/a	178.6	196.6	187.2	187.2	184.7	182.5	186.8	190.4	182.5	186.5	190.4	177.5	187.9	184.3	182.9	188.6	185.8	191.9	196.9	187.6	187.9	187.2	194.8	174.6	189.0	185.0	184.0	185.0	181.8	5591.16	186.4	
Soda Ash - Dosage	mg/l	n/a	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	36.0	
Alum residual - (Total Daily Consumption)	kg	n/a	183.5	202.0	192.4	192.4	189.8	187.6	192.0	195.7	187.6	191.7	195.7	182.4	193.1	189.4	188.0	193.9	190.9	197.2	202.4	192.8	193.1	192.4	200.2	179.5	194.3	190.2	189.1	190.2	190.2	186.9	5746.47	191.5
Alum residual - 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	
Alum residual - Treated Water	mg/l	0.1	0.04	0.03	0.03	0.03	0.03	0.02	0.01	0.01	0.01	0.01	0.03	0.05	0.04	0.03	0.04	0.03	0.04	0.03	0.03	0.03	0.03	0.03	0.04	0.04	0.04	0.04	0.03	0.04	0.04	0.03		0.03
Poly bags added (25 kg bags)	kg	n/a				0.5					0.5			0.5						0.5				0.5			0.5						75.0	

* MAC - maximum acceptable range

Signature: 
Greg Wiedenhoef (Jul 8, 2022 07:19 CDT)
Email: gwiedenhoef@fortfrances.ca

Signature: 
Email: cmiller@fortfrances.ca

Signature: 
Email: trob@fortfrances.ca

Minimum	Maximum
4.85	5.47
59.86	70.82
2.88	3.99
62.05	81.38












Apr 2022 WTP Report

Final Audit Report

2022-07-08

Created:	2022-07-08
By:	Craig Miller (cmiller@fortfrances.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAAImMJaRz4qP_F2DChKGa7IUXQVdxV_AI

"Apr 2022 WTP Report" History

-  Document created by Craig Miller (cmiller@fortfrances.ca)
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-  Agreement completed.
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June 30, 2022

Report To: Mayor & Council

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

SUBJECT: May 2022 Drinking Water Systems Monthly Summary Report

Please find attached the May 2022 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 2022 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 2022 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 2022

**Monthly Summary Report
Water Systems**

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

Dated: June 3, 2022

1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of May 2022 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. 218 Third St. E. | 2. 601 Reid Ave. | 3. 740 Sixth St. W. | 4. W. Tower |
| 5. 1309 Kings Hwy. | 6. 601 Reid Ave. | 7. 900 Wright Ave. | 8. W. Tower |
| 9. 943 Third St. E. | 10. 701 Col. Rd. E. | 11. 835 McKenzie Ave. | 12. W. Tower |
| 13. 740 Scott St. | 14. 401 Mowat Ave. | 15. 1001 Kings Hwy. | 16. W. Tower |
| 17. 943 Third St. E. | 18. 701 Col. Rd. E. | 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, 2022 – 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 5th - Calibrated the Distribution Chlorine Analyzer.

May 6th - Cleaned top and bottom tanks on the poly unit.
- Cleaned all four (4) check valves on the poly pumps.

May 12th - Cleaned top and bottom tanks on the poly unit.
- Cleaned all four (4) check valves on the poly pumps.

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

May 22nd - Cleaned filter #3 turbidity probe.

May 24th - Replaced finished water sample pump.
- Calibrated fluoride analyzer.

May 25th - Worked on filter #3 effluent valve positioner.

May 27th - Cleaned top and bottom tanks on the poly unit.
- Cleaned all four (4) check valves on the poly pumps.

May 30th -Ran generator for 1 hour.
 -Took grab samples from filters.

May 31st - Cleaned filter #3 turbidity probe.
 - Calibrated the Distribution Chlorine Analyzer.

8) **Water Complaints:**

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

9) **Other Miscellaneous Information:**

May 2nd - Took weekly routine micro samples.
 - Took samples for watermain repair at 500 blk. Sixth St. W. 1st set.

May 3rd - Took samples for watermain repair at 500 blk. Sixth St. W. 2nd set.

May 10th - Took weekly routine micro samples.

May 11th - Received 10 skids of Anthracite.

May 16th - Took weekly routine micro samples.
 - Took seasonal bacti sample at sports fields.

May 18th - Took samples for watermain repair at Flinders and Second St. W. 1st set.
 - Took water service repair sample at 1117 First St. E.

May 19th - Took monthly TSS samples from filter # 3 backwash.
 - Took samples for watermain repair at Flinders and Second St. W. 2nd set.

May 24th - Took weekly routine micro samples.

May 25th – Took seasonal bacti sample for Sorting Gap and Rainy Lake Square.

May 27th – Took weekly routine micro samples.

May 31st - Lakeside at WTP to look at filter valves for replacement.

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

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

Flow Data MAY	Units	2020		2021		2022	
Total Raw Water	m ³		155620		158520		165410
Raw Maximum Day	m ³		5280		5350		5910
Raw Minimum Day	m ³		4720		4890		4900
Raw Average Daily Consumption	m ³		5020		5110		5340
Total Treated Water	m ³		108720		113290		110630
Treated Water Maximim Day Consumption	m ³		4240		4950		4880
Treated Water Minimim Day Consumption	m ³		3040		2860		2980
Treated Water Average Day Consumption	m ³		3520		3650		3570
Daily Average Per Household Consumption Rate	m ³		0.930		0.965		0.944
* Daily Average Per Person Consumption Rate	m ³		0.441		0.457		0.447
Monthly Averages - Operating Parameters WTP:							
FAC Residual - Treated Water	mg/L		2.12		2.04		1.94
Total Chlorine Residual - Treated Water	mg/L		2.35		2.35		2.26
Aluminum Sulphate - Raw Water	mg/L		35.0		34.0		37.0
Aluminum Sulphate - Treated Water Residual	mg/L		0.07		0.03		0.04
Fluoride - Treated Water	mg/L		0.75		0.67		0.66
Soda Ash - Raw Water	mg/L		35.0		37.0		36.0
pH - Adjusted	mg/L		6.98		7.17		7.03
Temperature	°C		2.0		10.7		6.2
Quantity of Chemical Used:							
Aluminum Sulphate	kg		5446.7		5389.68		6120.17
Polyelectrolyte	kg		62.5		62.5		100.0
Chlorine Gas	kg		617		625		596
Soda Ash - Used for pH Adjustment	kg		5446.7		5865.24		5954.76
Fluoride	kg		693		517		580

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

* Population is 7986

* Number of Households is 3783

Operating Data	Units	*MAC	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	Average
		or Range																																	
Flow rates																																			
Raw Water	1000 m³	17	5.16	5.24	4.90	5.16	5.04	5.18	5.21	5.17	5.35	5.51	5.21	5.23	5.29	5.19	5.39	5.37	5.34	5.38	5.40	5.41	5.31	5.46	5.44	5.32	5.44	5.40	5.50	5.40	5.55	5.55	5.91	165.41	5.34
Peak Instantaneous - Raw Water	l/s	n/a	60.24	60.45	60.47	60.40	60.43	60.54	60.59	60.70	60.81	61.04	61.22	61.37	61.79	61.96	62.25	62.41	62.68	62.87	63.18	63.25	63.47	63.63	63.79	63.85	64.04	64.28	64.25	64.35	65.95	64.55	64.70		62.44
Treated Water	1000 m³	17	3.39	3.57	3.22	3.42	3.42	3.07	3.42	3.07	3.60	3.50	3.38	3.63	3.66	3.46	3.26	3.76	3.72	4.02	3.42	3.58	4.01	2.98	3.63	3.45	3.21	4.88	3.85	3.80	3.96	3.56	3.73	110.63	3.57
Peak Instantaneous - Treated Water	l/s	n/a	62.07	62.26	63.33	61.77	62.30	63.19	62.85	62.42	61.93	62.15	76.17	79.10	80.23	81.60	79.47	78.93	78.34	85.00	79.22	82.92	77.35	80.41	77.85	80.56	81.94	84.95	79.33	82.52	80.46	78.95	78.48		74.45
BackWash Water	1000 m³	n/a	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.28	0.27	0.25	0.28	0.26	0.25	0.28	0.26	0.25	0.281	0.263	8.180	0.264
Fluoride Information																																			
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.65	0.65	0.65	0.64	0.65	0.66	0.66	0.67	0.67	0.67	0.67	0.68	0.70	0.70	0.61	0.57	0.62	0.64	0.68	0.68	0.69	0.68	0.69	0.65	0.64	0.65	0.69	0.70	0.69	0.65	0.65		0.66
Turbidity Information																																			
Raw Water	NTU	n/a	0.68	0.59	1.67	1.65	1.65	1.73	1.35	1.24	1.53	1.54	1.49	1.10	1.42	1.32	1.51	1.36	1.38	1.48	1.46	1.36	1.40	1.44	1.47	1.54	1.45	1.63	1.45	1.63	1.52	1.74	1.43		1.43
Settled Water	NTU	n/a	0.10	0.11	0.12	0.14	0.14	0.13	0.14	0.15	0.13	0.12	0.11	0.11	0.11	0.13	0.15	0.16	0.16	0.15	0.15	0.14	0.14	0.14	0.13	0.15	0.13	0.12	0.13	0.12	0.11	0.16	0.12		0.13
Treated Water	NTU	1	0.11	0.11	0.07	0.11	0.11	0.08	0.09	0.1	0.11	0.13	0.11	0.15	0.13	0.13	0.15	0.15	0.13	0.13	0.13	0.13	0.13	0.11	0.11	0.13	0.11	0.09	0.11	0.06	0.1	0.08	0.11		0.11
Other Operating Parameters																																			
pH - Treated Water	no units	6.5 to 8.5	7.14	7.07	6.99	7.00	6.98	7.04	7.02	7.03	7.06	7.11	7.12	7.09	6.90	7.05	7.12	7.06	7.10	6.91	6.96	7.01	6.96	6.93	7.00	7.04	7.02	7.03	7.00	7.03	6.99	7.04	7.04		7.03
pH - Settled water	no units	n/a	6.44	6.42	6.62	6.62	6.60	6.66	6.68	6.65	6.67	6.48	6.40	6.39	6.57	6.41	6.40	6.45	6.43	6.55	6.52	6.47	6.41	6.36	6.41	6.63	6.64	6.62	6.63	6.66	6.68	6.69	6.52		6.54
pH - Raw Water	no units	n/a	6.36	6.42	6.92	7.06	7.00	6.96	6.89	6.95	6.99	6.83	6.85	6.87	6.91	6.88	6.89	6.95	6.93	6.87	6.82	6.91	6.95	6.99	6.88	6.93	6.96	6.97	6.93	6.94	6.89	6.95	6.83		6.89
FAC - Treated Water	mg/l	0.2 to 4	1.85	1.91	1.70	1.75	1.75	1.88	1.87	1.83	1.96	1.95	2.02	2.14	2.12	2.07	1.99	2.14	2.12	2.09	1.95	1.97	2.01	1.98	1.92	1.91	1.87	2.02	2.00	1.91	1.92	1.86	1.79		1.94
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.26	2.26	2.00	2.05	2.05	2.18	2.16	2.12	2.25	2.34	2.34	2.38	2.40	2.41	2.34	2.32	2.40	2.32	2.32	2.28	2.38	2.32	2.36	2.16	2.16	2.35	2.28	2.24	2.22	2.12	2.18		2.26
Temperature	°C	15	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	4.0	4.0	4.0	5.0	5.0	6.0	6.0	7.0	7.0	8.0	9.0	8.0	8.0	8.0	8.0	8.0	8.0	8.0	9.0	9.0	10.0	10.0		6.2	
Fluoride used (Total Daily Consumption)	kg	n/a	20.0	20.0	19.0	19.0	19.0	19.0	19.0	18.0	19.0	20.0	18.0	18.0	19.0	16.0	15.0	15.0	13.0	11.0	10.0	18.0	17.0	17.0	17.0	19.0	21.0	28.0	25.0	24.0	23.0	22.0	22.0	580.00	18.7
Chlorine used (Total Daily Consumption)	kg	n/a	17.0	16.0	16.0	18.0	17.0	18.0	19.0	17.0	19.0	20.0	18.0	19.0	19.0	19.0	20.0	19.0	20.0	20.0	20.0	19.0	20.0	20.0	20.0	20.0	20.0	21.0	21.0	20.0	21.0	21.0	22.0	596.00	19.2
Soda Ash (Total Daily Consumption)	kg	n/a	185.8	188.6	176.4	185.8	181.4	186.5	187.6	186.1	192.6	198.4	187.6	188.3	190.4	186.8	194.0	193.3	192.2	193.7	194.4	194.8	191.2	196.6	195.8	191.5	195.8	194.4	198.0	194.4	199.8	199.8	212.8	5954.76	192.1
Soda Ash - Dosage	mg/l	n/a	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36	36		36.0
Alum residual - (Total Daily Consumption)	kg	n/a	190.9	193.9	181.3	190.9	186.5	191.7	192.8	191.3	198.0	203.9	192.8	193.5	195.7	192.0	199.4	198.7	197.6	199.1	199.8	200.2	196.5	202.0	201.3	196.8	201.3	199.8	203.5	199.8	205.4	205.4	218.7	6120.17	197.4
Alum residual - 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 - Treated Water	mg/l	0.1	0.03	0.04	0.06	0.04	0.05	0.04	0.04	0.04	0.03	0.03	0.05	0.06	0.04	0.05	0.03	0.04	0.02	0.02	0.05	0.04	0.04	0.05	0.04	0.05	0.04	0.04	0.07	0.05	0.05	0.04	0.05		0.04
Poly bags added (25 kg bags)	kg	n/a		0.5			0.5					0.5			0.5			0.5				0.5						0.5				0.5		100.0	

* MAC - maximum acceptable range

Signature: Greg Wiedenhoeft
Greg Wiedenhoeft (Jun 29, 2022 09:07 CDT)
Email: gwiedenhoeft@fortfrances.ca

Signature: Carly Miller
Email: cmiller@fortfrances.ca

Signature: Troy B.
Email: trob@fortfrances.ca

Minimum	Maximum
4.90	5.91
60.24	65.95
2.98	4.88
61.77	85.00












May 2022 WTP Report

Final Audit Report

2022-06-30

Created:	2022-06-29
By:	Craig Miller (cmiller@fortfrances.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAA6f_-X9_J9pToIVjh7wSHUQU_3clonwyw

"May 2022 WTP Report" History

-  Document created by Craig Miller (cmiller@fortfrances.ca)
 2022-06-29 - 2:02:56 PM GMT- IP address: 216.211.31.9
-  Document emailed to gwiedenhoeft@fortfrances.ca for signature
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-  Email viewed by gwiedenhoeft@fortfrances.ca
 2022-06-29 - 2:06:33 PM GMT- IP address: 216.211.31.9
-  Document e-signed by Greg Wiedenhoeft (gwiedenhoeft@fortfrances.ca)
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 Signature Date: 2022-06-29 - 2:08:10 PM GMT - Time Source: server- IP address: 216.211.31.9
-  Document emailed to Travis Rob (trob@fortfrances.ca) for signature
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-  Document e-signed by Travis Rob (trob@fortfrances.ca)
 Signature Date: 2022-06-30 - 1:34:17 AM GMT - Time Source: server- IP address: 216.211.31.9
-  Agreement completed.
 2022-06-30 - 1:34:17 AM GMT

**Town of Fort Frances
Administrative Report**

TO: Mayor & Council
FROM: Cody Vangel, Chief Building Official & Municipal Planner
SUBJECT: SPC01-2022: Site Plan Control Agreement Amendment - NWCD SB
DATE: July 11, 2022

Issue:

Consideration of an amendment to the site plan control agreement for St. Mary School to add the following:

1. Expand the northern parking lot
2. Add walking paths
3. Add two additional portable classrooms
4. Add a 24' by 24' pavilion

Strategic Impact:

N/A

Options/Alternatives:

1. Approve application for site plan control agreement amendment and amend site plan control agreement; or
2. Do not approve request.

Administrative Recommendation:

THAT the application for site plan control amendment and the associated documents be approved;
 AND THAT the authorizing by-law come forward at a future meeting of Council;
 AND FURTHER THAT the Mayor and Clerk be authorized to execute the site plan control agreement amendment documents on behalf of the corporation.

History:

On March 26, 2018, Council of the Town of Fort Frances approved by-law 14/18 authorizing the site plan control agreement between the Town of Fort Frances and the Northwest Catholic District School Board, to outline conditions and development terms for the construction of St. Mary School. Construction of the school has been completed and no outlying requirements of the parent agreement remain.

Analysis:

The applicant wishes to amend the site plan control agreement to add the following:

1. Expand the northern parking lot
2. Add walking paths
3. Add additional portable classrooms
4. Add a pavilion

Primary concerns that were considered by administration in this review were the impacts on the existing stormwater management plan, and impact on the existing stormwater easement which resides west of the existing school.

Per the stamped letter provided by the applicant's consultant, they do not foresee any increases with the controlled rate of discharge of storm water from the proposed development to the municipal system.

Generally, it does not appear that there would be any impact on the storm water easement from the development except for one section of paved walking path which crosses the easement to provide access to a westerly play structure. If the Town were to require access to repair the stormwater sewer, this section of walking path may be liable to removal to complete any necessary repairs.

Consultation:

- Operations and Facilities Division
- Applicant

Supporting Document / Financial Documents:

- Site plan control application
- Site Plan
- Site servicing and stormwater management plan documents
- Draft agreement



TOWN OF FORT FRANCES

Planning and Development Division

320 Portage Avenue

Fort Frances, ON P9A 3P9 807.274.5323

ext. 1216

APPLICATION FOR SITE PLAN CONTROL APPROVAL

Section 41 of the Planning Act, R.S.O., 1990 (as amended)

Notice of Public Record: All information and materials required in support of your application shall be made available to the public, as indicated by Section 1.0.1 of The Planning Act, R.S.O. 1990, C.P.13.

Municipal Freedom of Information and Protection of Personal Privacy: Personal information on this form is collected under the Authority of The Planning Act and will be used to process this application.

1. APPLICATION TYPE						
a) New Site Plan Control Agreement: <input type="checkbox"/>						
b) Amendment to existing Agreement: <input checked="" type="checkbox"/> X Authorizing By-Law Number <u>14/18</u>						
2. PROPERTY INFORMATION						
a) Address	Northwest Catholic District School Board 675 Flinders Ave Fort Frances					
b) Tax Roll No.	5 9 1 2 010 0 0 4 13300					
c) Legal Description	Range Riv Lot 39 to 40 Pt PCL 15590					
d) Dimensions	Frontage		Depth		Area	
3. APPLICANT INFORMATION						
a) Applicant	Toby Munro Manager of Facilities The Northwest Catholic District School Board Phone (807)274-2931 cell (807) 271-0010					
b) Mailing Address	555 Flinders Ave Fort Frances, Ontario P9A 3L2					
c) Email	Tmunro@tncdsb.on.ca					
4. AGENT INFORMATION (if applicable)						
a) Agent Name	n/a			Phone		
b) Mailing Address				Postal Code		
c) Email						

5. OWNER (If different from 3 above)	
a) Owner	Jackie Robinson Director of Education The Northwest Catholic District School Board Phone (807) 938 5802
b) Mailing Address	75 Van Horne Avenue, Dryden, Ontario P8N 2B2
c) Email	jrobinson@tncdsb.on.ca
Note – All communication will be sent to Application Contact unless otherwise requested	

6. MORTGAGEES, HOLDERS OF CHARGES OR OTHER ENCUMBRANCES			
a) Institution			
b) Contact/Reference		Phone	
c) Mailing Address		Postal Code	
d) Email			
7. OTHER APPLICATIONS (Complete if applicable)			
a) File Type & No.			
Details			
b) File Type & No.			
Details			
8. LAND USE			
a) Official Plan			
b) Current Zoning			
c) Current Land Use			
9. BUILDINGS & STRUCTURES			
	Existing	Proposed	Required
a) Width	54.27	Add 2 portables 7.315mx9.75m each	n/a
b) Length	108,89 N	n/a	n/a

c) Ground Floor Area	3382.7 s.m.	3525.4 s.m. (addition of two portables)	n/a
d) Gross Floor Area	3382.7 s.m.	3525.4 s.m. (addition of two portables)	n/a
e) Storeys (#)	1	1	n/a
f) Dwelling Units(#)	0	0	n/a
g) Building Height	7.83	3.429m(portable height)	20 m max
h) Lot Coverage (%)	4.1%	4.1% plus two portables	50% max
i) Landscaped Area (%)	Exceeds min	Exceeds min	10% min
j) Parking Spaces(#)	35 plus 3 Barrier free	Addition of 34 parking spaces= 69 plus 3 barrier free	1.5/classroom or 1/9m2 of gym (37+2 Barrier Free)

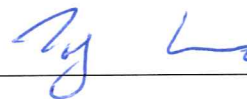
10. APPLICANT DECLARATION

The undersigned hereby applies for Site Plan Control Approval pursuant to section 41 of the Planning Act, and hereby certifies that the information provided, together with any attachments, are true to the best of my/our knowledge, and acknowledge that all information contained herein is collected for the purpose of creating a record that is available to the general public.

Dated at Fort Frances this 16th day of June 2022



(Signature of Owner or Agent)



(Signature of Owner or Agent)

11. APPLICANT'S AUTHORIZATION IF AGENT SUBMITTING THIS APPLICATION

I/We authorize _____ (name of agent) to act on m/our behalf in submitting this application. This application has been submitted with my/our full knowledge and endorsement

(Signature of Owner or Applicant)

NOTE

**APPROVAL OF A SITE PLAN DOES NOT RELIEVE THE
OWNER TO SATISFY REQUIREMENTS OF THE ZONING BY-LAW OR
BUILDING CODE. THE OWNER MUST APPLY FOR ALL OTHER APPLICABLE
PERMITS.**

ATTACHMENT # 1

SUBMISSION REQUIREMENTS CHECKLIST

A. 1 copy of completed application with fee:

- ☐ New Site Plan Control Agreement (\$_____)
- ☒ Amendment to Site Plan Control Agreement (\$_____)

B. Site Plan prepared by professional architect or engineer with following information ☐ ☒ The boundaries and dimensions of the subject land.

- ☒ North arrow, scale and legend.
- ☒ Buildings to be erected or enlarged labelled with # of storeys, the size, height and location of entrances, uses, etc.
- ☒ Setbacks and separation distances between buildings/structures and lot lines
- ☒ All Parking area, spaces and aisles, loading areas and access to loading areas including number of spaces, dimensions, surface treatment, etc.
- ☒ Distance from parking areas to buildings and lot lines
- ☒ Walkways, sidewalks and curbing
- ☒ Driveways and aisles including direction of ingress and egress with dimensions
- ☒ Fire Access Route
- ☒ Lighting and orientation of lighting
- ☒ Outdoor equipment and storage (ie garbage, air conditioning, etc.)
- ☒ Location of fencing and/or screening features and details for existing or proposed
- ☒ All signs, including height and orientation
- ☒ Landscaped areas including existing landscaping features such as trees, shrubs, etc. and any landscaping proposed.
- ☒ Conceptual drainage plan indicating storm drainage routes, storm water retention areas, snow storage area(s), storm water management facilities, catch basins, swales, etc.
- ☒ Existing municipal infrastructure immediately adjacent to the site (roads, lanes, sidewalks, existing entrances, boulevard trees, fire hydrants, hydro poles, easements, etc.)

SITE PLAN AGREEMENT

THIS AGREEMENT made this ____ day of _____ 2022.

B E T W E E N:

**Northwest Catholic District School
Board**
(the “Owner”)

- and -

The Corporation of the Town of Fort
Frances (the “Municipality”)

WHEREAS:

- A. The Owner wishes to construct and develop, in and on the Lands or a portion thereof, additional parking provisions, a pavilion, paved walking paths, and additional portable classrooms (herein sometimes referred to as the “Development” or “Proposed Development”);
- B. By an application received June 17, 2022, the Owner applied to the Municipality for site plan approval in respect of the Proposed Development;
- C. The Municipality provided approval of the Application in respect of the Proposed Development subject to certain conditions;
- D. The Owner has submitted to the Municipality the Plans and Drawings in respect of such Proposed Development by the Owner of the Lands; and
- E. s. 41(10) of the Planning Act which permits the registration of this Agreement against the Lands.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants hereinafter expressed and other good and valuable consideration, the receipt of which is hereby acknowledged, the Owner and the Municipality (collectively the “Parties”, individually a “Party”) hereto agree one with the other as follows:

Lands

- 1. The Lands affected by this Agreement are as follows: the lands and premises municipally described as 555/675/755 Flinders Avenue.

Schedules

- 2. The following Schedules are attached hereto and form part of this Agreement:
 - (a) **Schedule 1** being a schedule of financial obligations of the Owner payable upon execution of this Agreement or as otherwise provided;
 - (a) **Schedule 2** being a list of the Plans and Drawings (as “Plans and Drawings” are defined in paragraph 3 of the parent Agreement) as filed by the Owner with the Municipality as may be, with the approval of the Municipality, revised at any time and from time to time;

IN WITNESS WHEREOF the Parties hereto have hereunto affixed their corporate seals
duly attested to by their proper signing officers in that behalf.

Rainy River District School Board

per _____
Name:
Title:

per _____
Name:
Title:

We have authority to bind the corporation

The Corporation of the Town of Fort Frances

per _____
Name: J. Caul,
Title: Mayor

per _____
Name: G. Lecuyer,
Title: Town Clerk

We have authority to bind the Municipality

Schedule 1

Schedule of Financial Obligations of the Owner

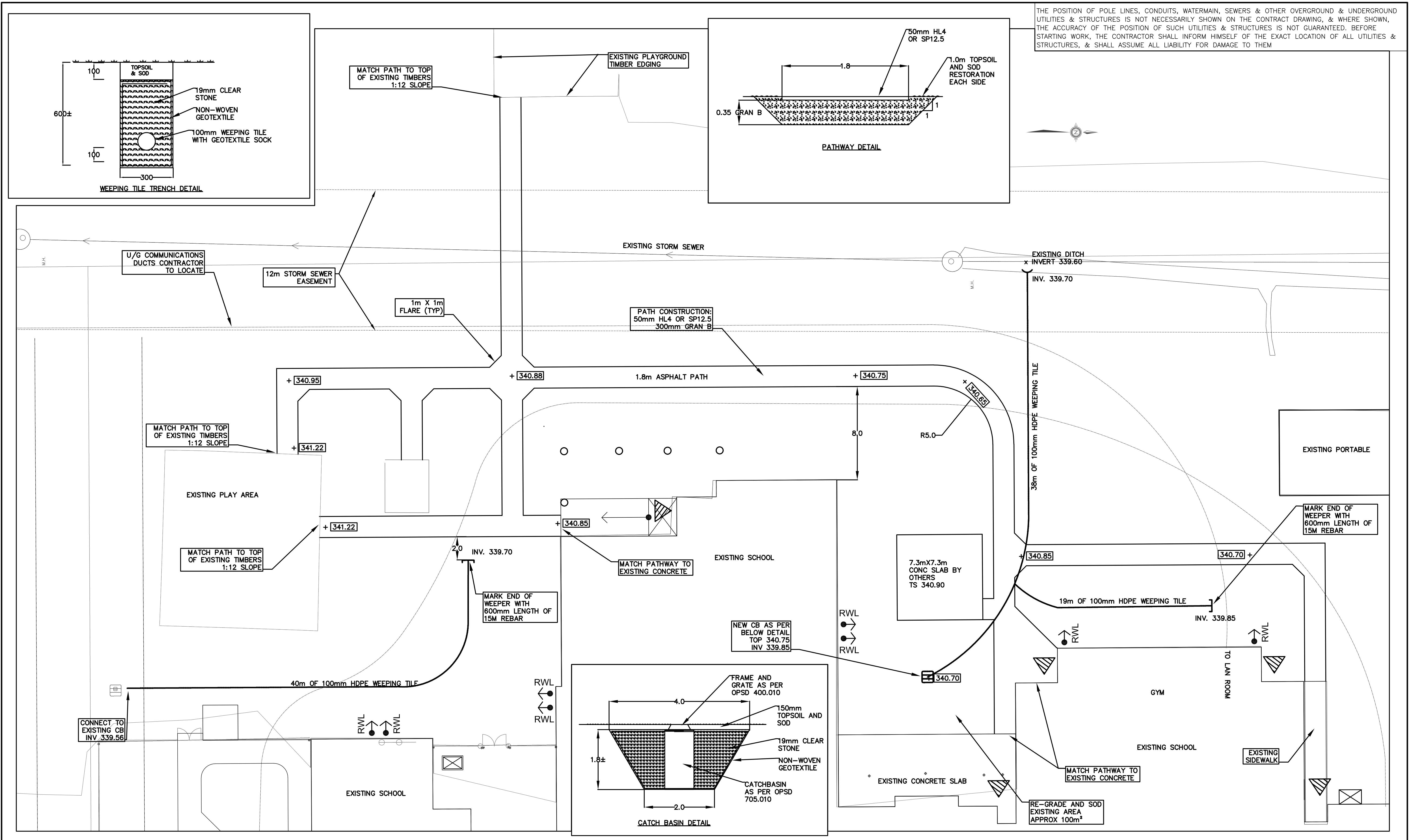
1. Any and all costs and expenses whatsoever incurred by the Municipality with regard to:

- (a) Application for site plan;
- (b) Preparation of this agreement;
- (c) Registration of this Agreement on title and preparation of any and all land titles documentation in relation thereto, all such documentation to be provided to the Municipality for approval prior to registration thereof;
- (d) All legal / lawyer fees and disbursements;
- (e) Engineer / engineering fees and disbursements;
- (f) Planning / planner fees and disbursements;
- (g) Municipal staff time;
- (h) All Land title fees and charges;
- (i) Any other costs or charges in any way related to the application, the development, or this agreement; and
- (j) HST and any other taxes applicable on or to any of the above.

Schedule 2
List of Plans and Drawings
(Appendix 'A')

A1-368567-G1 (7-4-22) – Parking Lot Expansion
A1-368567-G2 (7-4-22) – Drainage and Hard Surfacing
Letter on Drainage for Site Plan Control Amendment
site plan of new portables and pavilion

**Changes or additional plans and drawings must be submitted to the Municipality for approval. Once approval is granted by the Municipality, the listing of Schedule 4 will be amended.



BENCHMARK: TOP OF OPERATING NUT OF FIRE HYDRANT NORTHEAST CORNER OF SCHOOL 341.67								Approved	PROJECT 2022-024 DRAINAGE AND HARD SURFACING	TNCDSB		HATCH			
+ 341.22 - PROPOSED GRADE + 341.22 - EXISTING GRADE										ST MARYS SCHOOL					
	1	ISSUED FOR TENDER		06/23/22	DK/GB					FLINDERS AVENUE FORT FRANCES, ON		Scale 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973 Balmoral Street, Suite 101
Thunder Bay, Ontario P7B 0E2
Tel: +1 (807) 623 3449 Fax: +1 (807) 623 5925 www.hatch.com

June 9, 2022

368567

The Northwest District Catholic School Board
555 Flinders Ave.
Fort Frances Ontario
P9A 3L2

Attention: Toby Munro, Manager of Facilities

**Re: St. Mary's Elementary School Flinders Avenue
Additional Site Development**

The Board proposes to carry out the following site development work on the property which will require an amendment to the Site Control Plan:

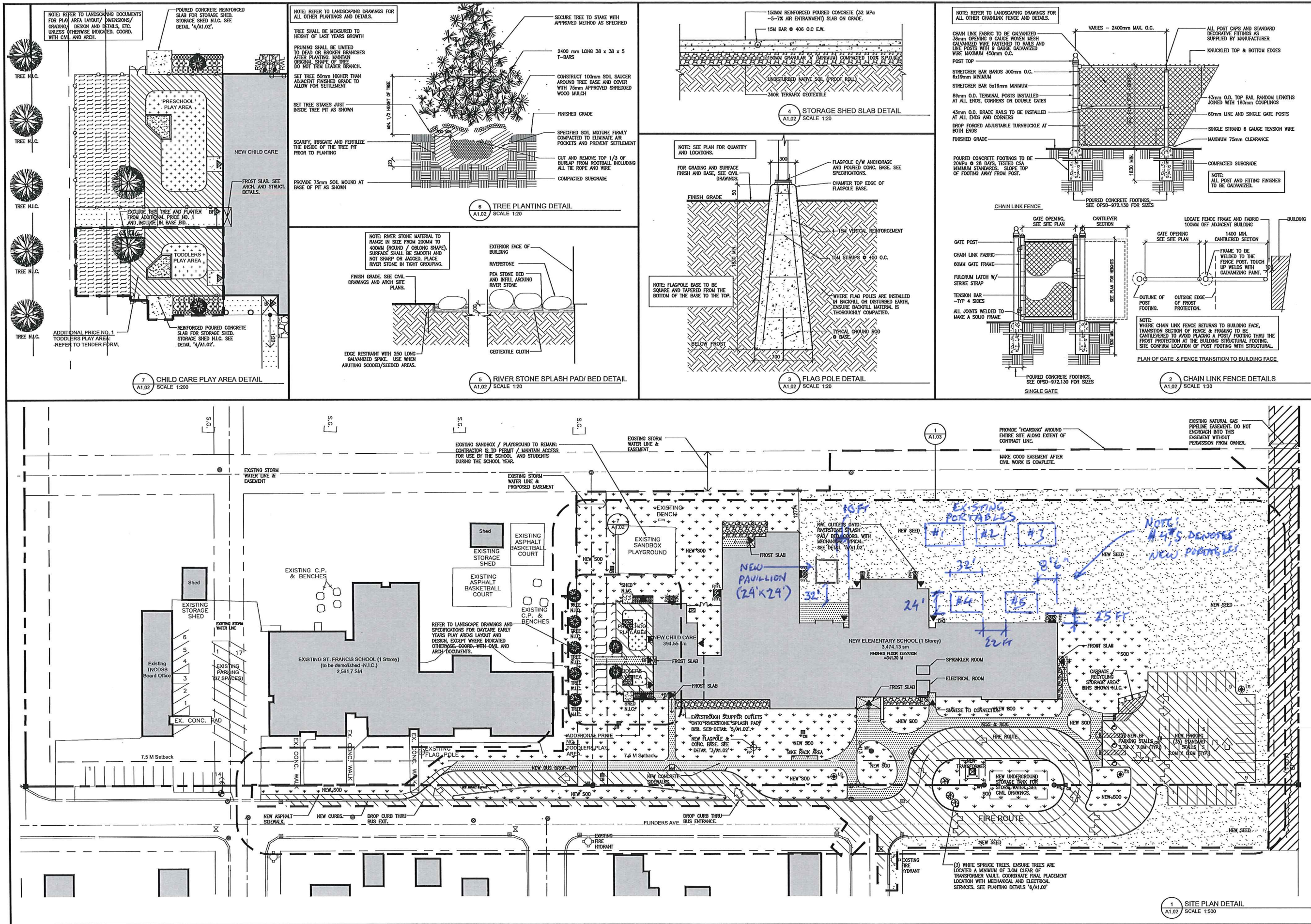
- Expand the asphalt surfaced parking lot on the north side of the school by 1,300 sq.m.
- Provide 170 l.m. of asphalt surfaced pathways on the west side of the school from the entrances to the existing play areas.

The additional parking area will be drained through the existing storm water treatment system (oil-grit separator plus stone storage/infiltration area) in the island of the Kiss 'N Go Loop. This system has a flow restricted outlet to control the rate of outflow. This system may surcharge slightly during occasional extreme events but in our opinion will not result in any significant increase in the rate of discharge that will negatively impact the existing storm sewer system.

The pathways will drain to the existing grassed areas and flow overland to the existing surface drainage system. A catchbasin will be installed adjacent to the westerly entrance to address a drainage situation which cannot be resolved with overland flow. The catchbasin frame will be positioned slightly above the nominal finished grade and will be backfilled with clear stone to allow much of the drainage to be stored and infiltrate and be collected by a weeping tile in stone bedding which will drain to the existing ditch outlet. In our opinion this system will not result in a noticeable increase in flow to the existing storm sewer system.

Yours very truly,
HATCH LTD.





Revision	Date	Description
01/21/2018	01/21/2018	Issued for Construction
02/14/2018	02/14/2018	Issued for 100% Client Review
03/17/2018	03/17/2018	Issued for Tender, Permit and Construction

Do not scale from this drawing. The Contractor shall verify all actual on site dimensions and report any discrepancies to the Consultant prior to proceeding with the work.



CRITCHLEY HILL
ARCHITECTURE
CRITCHLEY HILL ARCHITECTURE INC.
NORTH BAY ONTARIO T0S 9B5 2391 CRITCHLEYHILL.CA

Project: THE NORTHWEST CATHOLIC DISTRICT SCHOOL BOARD
NEW CONSOLIDATED FORT FRANCES ELEMENTARY SCHOOL
555 FLINDERS AVE.
FORT FRANCES, ON
Drawing Title: SITE PLAN DETAILS

Drawn By: KSH
Scale: As Noted
Date Plotted: Aug 16, 2018
Date Revised: May 08, 2018
Checked By: ICH
Project No: 1735

Drawing No: **A1.02**

THE CORPORATION OF THE TOWN OF FORT FRANCES

BY-LAW NO. 14/18 – A

(Being a By-Law to authorize execution of an amendment to the site plan control agreement as a condition of development with The Northwest Catholic District School Board. – *The Planning Act*, Section 41)

WHEREAS the Town of Fort Frances has an Official Plan in effect which designates the entire Town as Site Plan Control Area

AND WHEREAS Council of the Town of Fort Frances at its meeting held Monday March 12, 2018 approved the report from the Chief Building Official / Municipal Planner, as supported by the Planning & Development Executive Committee, to designate property located at 555 Flinders Avenue as a Site Plan Control Area and further that a Site Plan Agreement be approved;

AND WHEREAS Council, at it's meeting held July 11, 2022 approved a report from the Chief Building Official / Municipal Planner, that the site plan and site plan control agreement between the Corporation of the Town of Fort Frances and the Northwest Catholic District School Board be amended.

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

1. **THAT** the site plan for lands municipally known as **555/675/755 Flinders Avenue** are amended as shown on Schedule "A" attached to and forming part of this by-law.
2. **THAT** all other terms and conditions save those amended by this by-law shall be in force and effect as outlined in the original By-law 14/18.
3. **THAT** the Mayor and the Clerk be authorized to execute the amending Agreement attached to and forming part of this by-law;
4. **THAT** this By-Law shall come into force and take effect upon the final passing thereof.

Enacted and **passed** this 11th day of July 2022.

J. Caul, MAYOR

G. Lecuyer, CLERK

SITE PLAN AGREEMENT

THIS AGREEMENT made this ____ day of _____ 2022.

B E T W E E N:

**Northwest Catholic District School
Board**
(the “Owner”)

- and -

The Corporation of the Town of Fort
Frances (the “Municipality”)

WHEREAS:

- A. The Owner wishes to construct and develop, in and on the Lands or a portion thereof, additional parking provisions, a pavilion, paved walking paths, and additional portable classrooms (herein sometimes referred to as the “Development” or “Proposed Development”);
- B. By an application received June 17, 2022, the Owner applied to the Municipality for site plan approval in respect of the Proposed Development;
- C. The Municipality provided approval of the Application in respect of the Proposed Development subject to certain conditions;
- D. The Owner has submitted to the Municipality the Plans and Drawings in respect of such Proposed Development by the Owner of the Lands; and
- E. s. 41(10) of the Planning Act which permits the registration of this Agreement against the Lands.

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants hereinafter expressed and other good and valuable consideration, the receipt of which is hereby acknowledged, the Owner and the Municipality (collectively the “Parties”, individually a “Party”) hereto agree one with the other as follows:

Lands

- 1. The Lands affected by this Agreement are as follows: the lands and premises municipally described as 555/675/755 Flinders Avenue.

Schedules

- 2. The following Schedules are attached hereto and form part of this Agreement:
 - (a) **Schedule 1** being a schedule of financial obligations of the Owner payable upon execution of this Agreement or as otherwise provided;
 - (a) **Schedule 2** being a list of the Plans and Drawings (as “Plans and Drawings” are defined in paragraph 3 of the parent Agreement) as filed by the Owner with the Municipality as may be, with the approval of the Municipality, revised at any time and from time to time;

IN WITNESS WHEREOF the Parties hereto have hereunto affixed their corporate seals
duly attested to by their proper signing officers in that behalf.

Rainy River District School Board

per _____
Name:
Title:

per _____
Name:
Title:

We have authority to bind the corporation

The Corporation of the Town of Fort Frances

per _____
Name: J. Caul,
Title: Mayor

per _____
Name: G. Lecuyer,
Title: Town Clerk

We have authority to bind the Municipality

Schedule 1

Schedule of Financial Obligations of the Owner

1. Any and all costs and expenses whatsoever incurred by the Municipality with regard to:

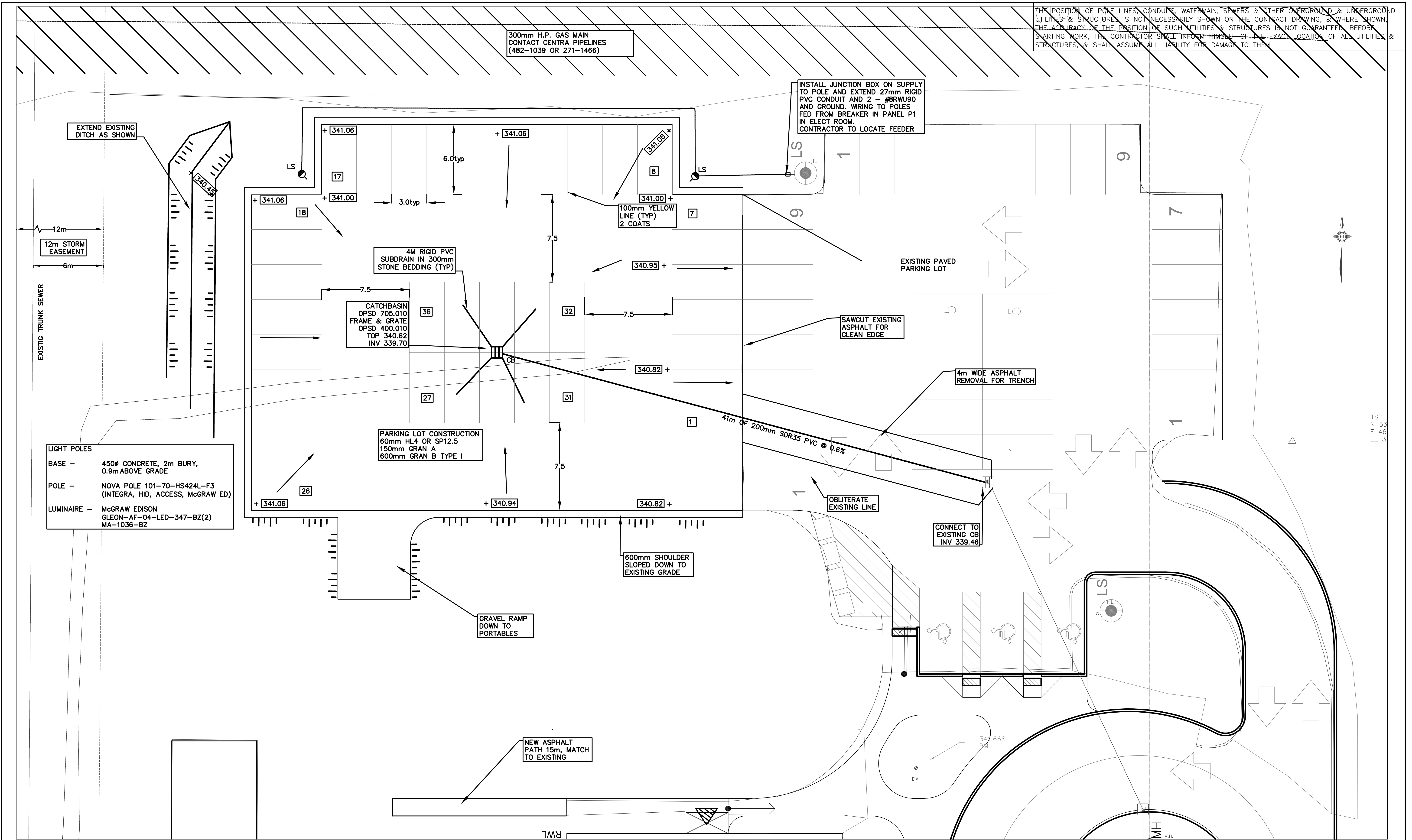
- (a) Application for site plan;
- (b) Preparation of this agreement;
- (c) Registration of this Agreement on title and preparation of any and all land titles documentation in relation thereto, all such documentation to be provided to the Municipality for approval prior to registration thereof;
- (d) All legal / lawyer fees and disbursements;
- (e) Engineer / engineering fees and disbursements;
- (f) Planning / planner fees and disbursements;
- (g) Municipal staff time;
- (h) All Land title fees and charges;
- (i) Any other costs or charges in any way related to the application, the development, or this agreement; and
- (j) HST and any other taxes applicable on or to any of the above.

Schedule 2
List of Plans and Drawings
(Appendix 'A')

A1-368567-G1 (7-4-22) – Parking Lot Expansion
A1-368567-G2 (7-4-22) – Drainage and Hard Surfacing
Letter on Drainage for Site Plan Control Amendment
site plan of new portables and pavilion

**Changes or additional plans and drawings must be submitted to the Municipality for approval. Once approval is granted by the Municipality, the listing of Schedule 4 will be amended.

THE POSITION OF POLE LINES, CONDUITS, WATERMAIN, SEWERS & OTHER OVERGROUND & UNDERGROUND UTILITIES & STRUCTURES IS NOT NECESSARILY SHOWN ON THE CONTRACT DRAWING, & WHERE SHOWN, THE ACCURACY OF THE POSITION OF SUCH UTILITIES & STRUCTURES IS NOT GUARANTEED. BEFORE STARTING WORK, THE CONTRACTOR SHALL INFORM HIMSELF OF THE EXACT LOCATION OF ALL UTILITIES & STRUCTURES, & SHALL ASSUME ALL LIABILITY FOR DAMAGE TO THEM.



LIGHT POLES
BASE - 450# CONCRETE, 2m BURY, 0.9m ABOVE GRADE
POLE - NOVA POLE 101-70-HS424L-F3 (INTEGRA, HID, ACCESS, McGRAW ED)
LUMINAIRE - McGRAW EDISON GLEON-AF-04-LED-347-BZ(2) MA-1036-BZ

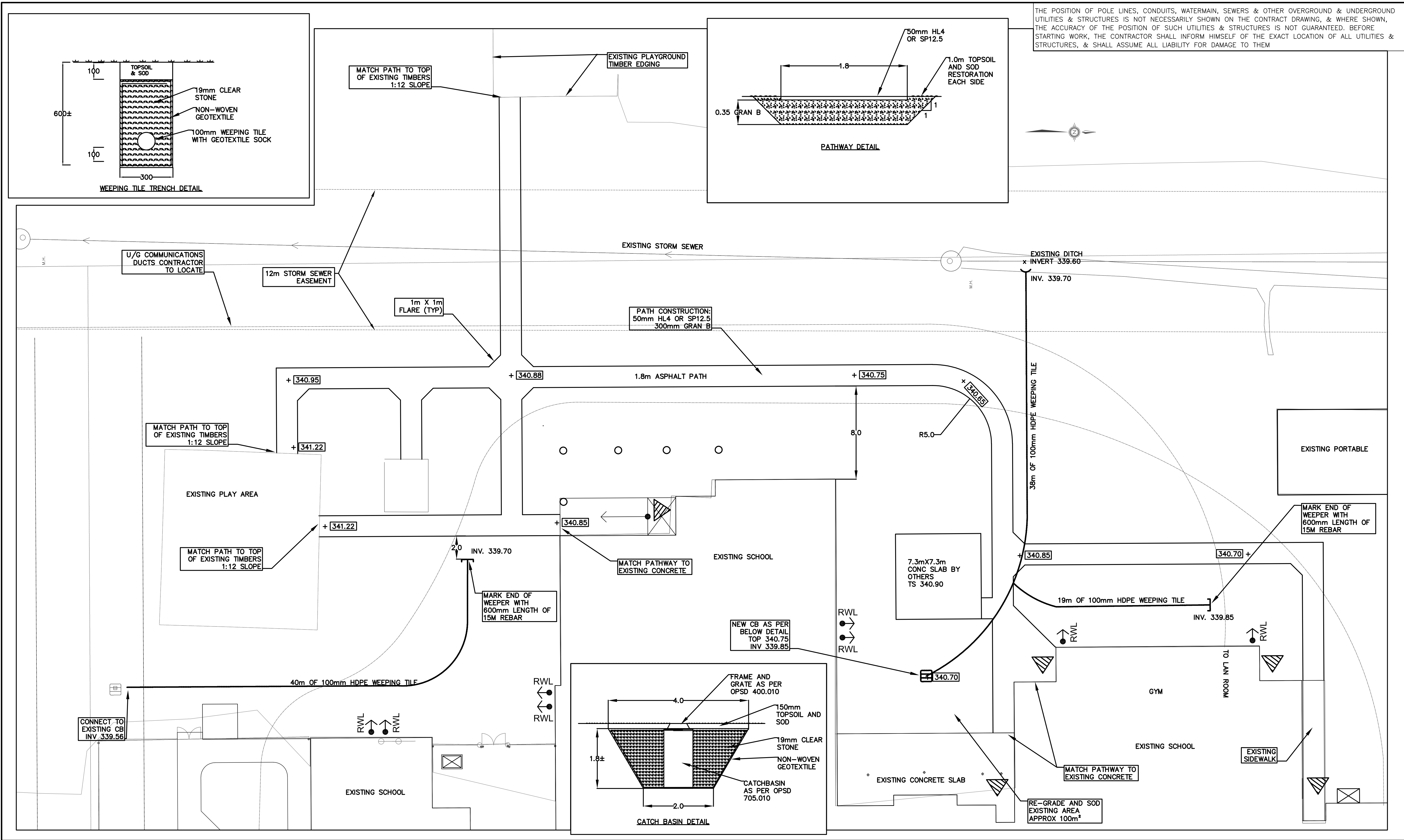
4M RIGID PVC SUBDRAIN IN 300mm STONE BEDDING (TYP)
CATCHBASIN
OPSD 705.010
FRAME & GRATE
OPSD 400.010
TOP 340.62
INV 339.70

PARKING LOT CONSTRUCTION
60mm HL4 OR SP12.5
150mm GRAN A
600mm GRAN B TYPE I

NEW ASPHALT PATH 15m, MATCH TO EXISTING

BENCHMARK: TOP OF OPERATING NUT OF FIRE HYDRANT NORTHEAST CORNER OF SCHOOL 341.67				Approved		PROJECT 2022-020 PARKING LOT EXPANSION	TNCD SB ST MARYS SCHOOL FLINDERS AVENUE FORT FRANCES, ON	HATCH	Scale 3m 0 1.5m HORIZ.	Drawn By CM Ckd. By GB Dwg. No. A1-368567-G1	Date JUNE 2022 Rev. 1
+ 341.22 - PROPOSED GRADE + 341.22 - EXISTING GRADE											
1 ISSUED FOR TENDER 06/23/22 DK/GB											
0 FOR TENDER REVIEW 06/14/22 CM/GB											
A ISSUED FOR 1ST CLIENT REVIEW											
No.	Revision		Date	Initial							

Drawing file: C:\working\hatch-dpd-canada_central\0102145\A1-368567-G1.dwg
Created: May 30' 2022 - 10:23am
Plotted: Jul 04' 2022 - 10:23am
Last Saved: Jun 23' 2022 - 9:34am



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BENCHMARK: TOP OF OPERATING NUT OF FIRE HYDRANT NORTHEAST CORNER OF SCHOOL 341.67				Approved		PROJECT 2022-024 DRAINAGE AND HARD SURFACING	TNCD SB		HATCH		
+ 341.22 - PROPOSED GRADE + 341.22 - EXISTING GRADE							ST MARYS SCHOOL				
							FLINDERS AVENUE FORT FRANCES, ON				
							Scale 3m 0 1.5m HORIZ.				
								Drawn By CM Ckd. By GB Dwg. No. A1-368567-G2		Date JUNE 2022 Rev. 1	

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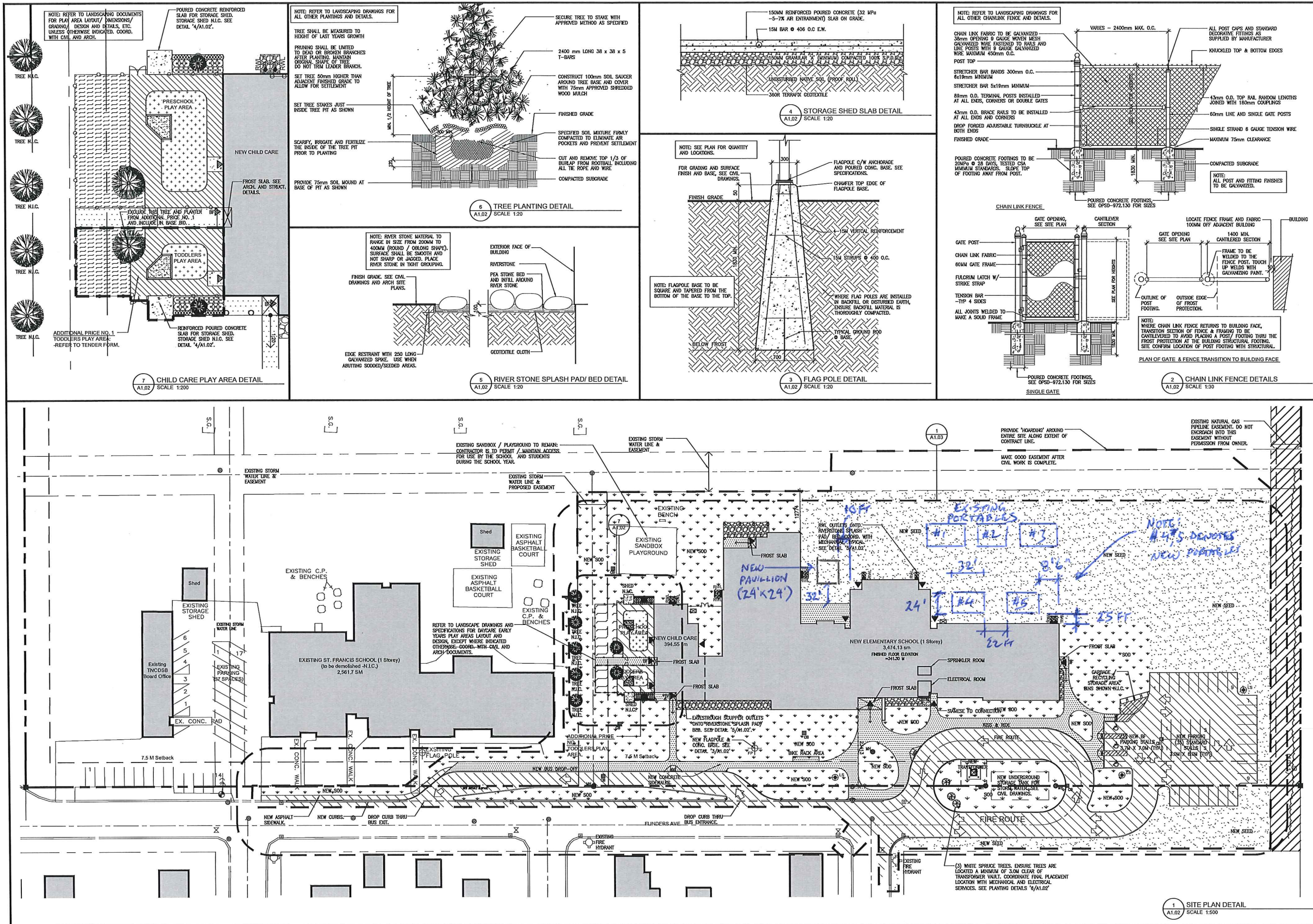
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02	08/17/2018	Issued for Tender, Permit and Construction
03	08/17/2018	Issued for 100% Client Review
04	08/17/2018	Issued for 100% Client Review
05	08/17/2018	Issued for 100% Client Review
06	08/17/2018	Issued for 100% Client Review
07	08/17/2018	Issued for 100% Client Review
08	08/17/2018	Issued for 100% Client Review
09	08/17/2018	Issued for 100% Client Review
10	08/17/2018	Issued for 100% Client Review
11	08/17/2018	Issued for 100% Client Review
12	08/17/2018	Issued for 100% Client Review
13	08/17/2018	Issued for 100% Client Review
14	08/17/2018	Issued for 100% Client Review
15	08/17/2018	Issued for 100% Client Review
16	08/17/2018	Issued for 100% Client Review
17	08/17/2018	Issued for 100% Client Review
18	08/17/2018	Issued for 100% Client Review
19	08/17/2018	Issued for 100% Client Review
20	08/17/2018	Issued for 100% Client Review

Do not scale from this drawing. The Contractor shall verify all actual on site dimensions and report any discrepancies to the Consultant prior to proceeding with the work.



CRITCHLEY HILL
ARCHITECTURE
CRITCHLEY HILL ARCHITECTURE INC.
NORTH BAY ONTARIO 705.945.2391 CRITCHLEYHILL.CA

Project: THE NORTHWEST CATHOLIC DISTRICT SCHOOL BOARD
NEW CONSOLIDATED FORT FRANCES ELEMENTARY SCHOOL
555 FLINDERS AVE.
FORT FRANCES, ON
Drawing Title: SITE PLAN DETAILS
Drawn By: KSH
Checked By: ICH
Scale: As Noted
Project No: 1735
Date Plotted: Aug 16, 2018
Date Revised: May 08, 2018
Drawing No: A1.02



Fort Frances WPCP
200 McIrvine Rd
Fort Frances, Ontario
P9A 3S3
Tel: 807-274-3121
Fax: 807-274-8381

June 1, 2022

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

Attention: Mr. Craig Miller
Environmental Superintendent

Dear Craig:

**Re: Fort Frances Wastewater Treatment Facility
April 2022 Monthly Report**

As per the operating agreement, the attached document is the April 2022 monthly report for the Fort Frances Wastewater Treatment Facility.

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

If you have any questions regarding this report do not hesitate to contact Mr. Ty Maurice, Senior Operations Manager.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kelly C', is written over a light blue circular stamp.

Kelly Cunningham
Team Lead

For Ty Maurice
Senior Operations Manager

**The Corporation of the Town of Fort Frances
Wastewater Treatment Plant
(Sewage Plant)
April 2022 Monthly Operations Report**

INTRODUCTION

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of April 2022; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

DESCRIPTION OF WORKS

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

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

LABORATORY

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

APRIL 2022 EFFLUENT QUALITY

<i>Parameters</i>	<i>Monthly Actual Concentration mg/L</i>	<i>Compliance Criteria Concentration mg/L</i>	<i>Performance Objective Concentration mg/L</i>	<i>Monthly Actual Loading, kg/d</i>	<i>Compliance Criteria Loading kg/d</i>	<i>Performance Objective Loading kg/d</i>
CBOD ₅	2.8 mg/L	25 mg/L	15 mg/L	31.0 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	3.7 mg/L	25 mg/L	15 mg/L	44.4 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.33 mg/L	1.0 mg/L	0.9 mg/L	3.81 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	9.88 mg/L 3.53 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		742.1 count/100 ml (geometric mean)		200 count/100ml (geometric mean)		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH				pH range 7.0 to 7.6; average pH was 7.3		
Temperature degrees C				Temperatures ranged from 6.0 to 7.0 C; average temperature of effluent was 6.5 C		

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

WASTEWATER LIQUID PROCESS

The average daily flow for April was 12204.4 m³/day. This represents 136% of the design average flow. Total treated flow for the month was 366133 m³. The Fort Frances WWTP met the effluent compliance criteria, except for E-Coli geometric mean, as outlined in the Environmental Compliance Approval.

MAINTENANCE

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

Treatment Plant:

- Alternated lead/lag pumps
- Adjusted fluidizing water to head cell and grit snail as needed
- Greased all blowers
- Regular cleaning of head works EW basket strainer
- Greased Grit Snail and lubricated drive chain. Hosed Snail
- Monthly inspection of spiral screen access hatch, removed wrapped debris
- Weekly manifold wash and restrictor cleaning on the Fournier press
- Inspected teacup
- Replaced lamps UV bank B and acid washed all 3 banks
- Repaired a plugged check valve on administration building sump pump 2

Pump Stations:

- Ran gensets
- Changed seal water strainers
- Pulled and cleaned all 3 pumps at Central Avenue lift station
- Pulled and cleaned pump 1 at Central Avenue lift station a second time
- Cannect Electric disconnected both pumps at White Pine lift station
- Both pumps were pulled out of White Pine lift station drywell with assistance from FFPC
- A TOFF employee drove both pumps from White Pine lift station that had been flooded to Thunder Bay for repair.
- Cannect Electric replaced some flooded and compromised wiring and devices in White Pine lift station drywell
- Installed a new sump pump and check valve in the White Pine lift station drywell

PROCESS AND OPTIMIZATION ISSUES

An extreme rainfall and snow melt event that began on April 22 resulted in all pumping stations and the wastewater plant receiving flows that exceeded their capacity. The drywell at White Pine lift station flooded in the early morning hours of April 23 so that the pumps, electrical devices and wiring were engulfed in wastewater and inoperative. Operations staff worked with TOFF crews and TOFF management to get vacuum trucks and portable pumps to the site through the day. The TOFF was able to arrange for an Atlas Dewatering rental pump and piping to be delivered to the site. TOFF crew and TOFF management worked with operational staff to have

the Atlas pump setup and operational at 1915 hours on April 23. It remains onsite until the drywell pumps and equipment are either repaired or replaced and can resume pumping duties.

SLUDGE SUMMARY

Dennis Robinson Limited hauled a calculated total of 102.4 m³ (10 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 21.8 % TS for the month but slump test results from the landfill site have not been provided. The Fournier press ran for 126.1 hours in the past month.

COMPLAINTS

There were no complaints during the report period.

BYPASS/OVERFLOW REPORT(S)

There were 4 bypass events in the last ten days of the reporting period.

COMMENTS

Plant power consumption for the month was 438 (x 180 multiplier) kWh.

The Fournier press has been operated 476.5 hours in 2022.

Operators replaced UV lamps in Bank B and acid washed all UV sleeves on April 21/22 after receiving an unusual extremely high E. coli sample result on April 20 for the weekly sample taken April 11. Plant flows for the last 9 days of the month were close to or over the rated capacity of the UV treatment system.

An extreme rainfall and snow melt event that began on April 22 resulted in all pumping stations and the wastewater plant receiving flows that exceeded their capacity. The drywell at White Pine lift station flooded in the early morning hours of April 23 so that the pumps, electrical devices and wiring were engulfed in wastewater and inoperative. Operations staff worked with TOFF crews and TOFF management to get vacuum trucks and portable pumps to the site through the day. The TOFF was able to arrange for an Atlas Dewatering rental pump and piping to be delivered to the site. TOFF crew and TOFF management worked with operational staff to have the Atlas pump setup and operational at 1915 hours on April 23. It remains onsite until the drywell pumps and equipment are either repaired or replaced and can resume pumping duties.

REPORTS

ALS – Environmental Analytical Reports (on-file at plant)

Fort Frances WPCP Equipment Run Time Report (on-file at plant)

Bypass Report (on-file at plant as per occurrence)

Incident Report (on-file at plant as per occurrence)

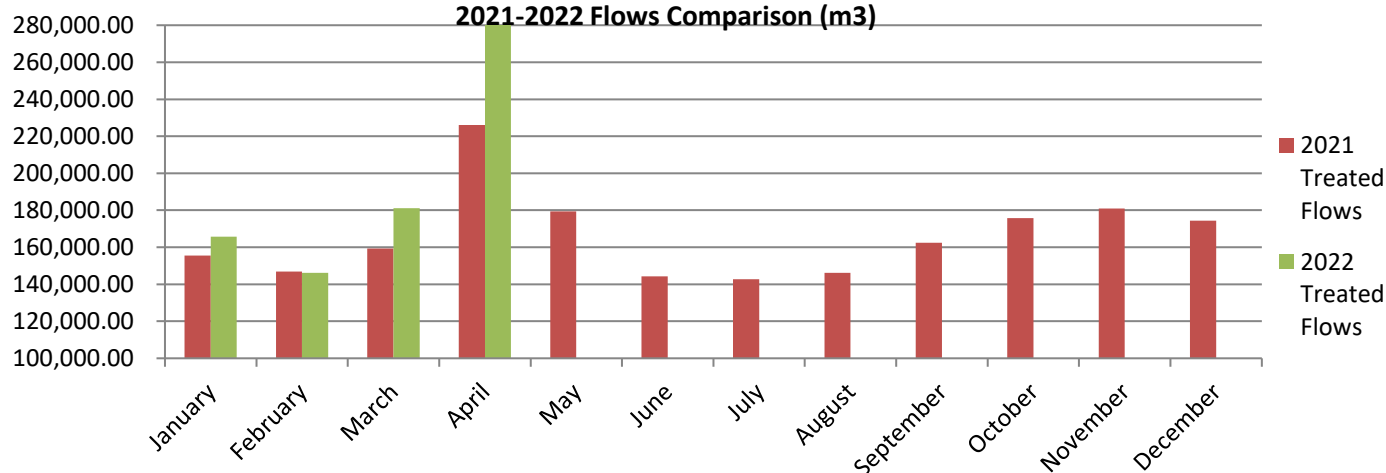
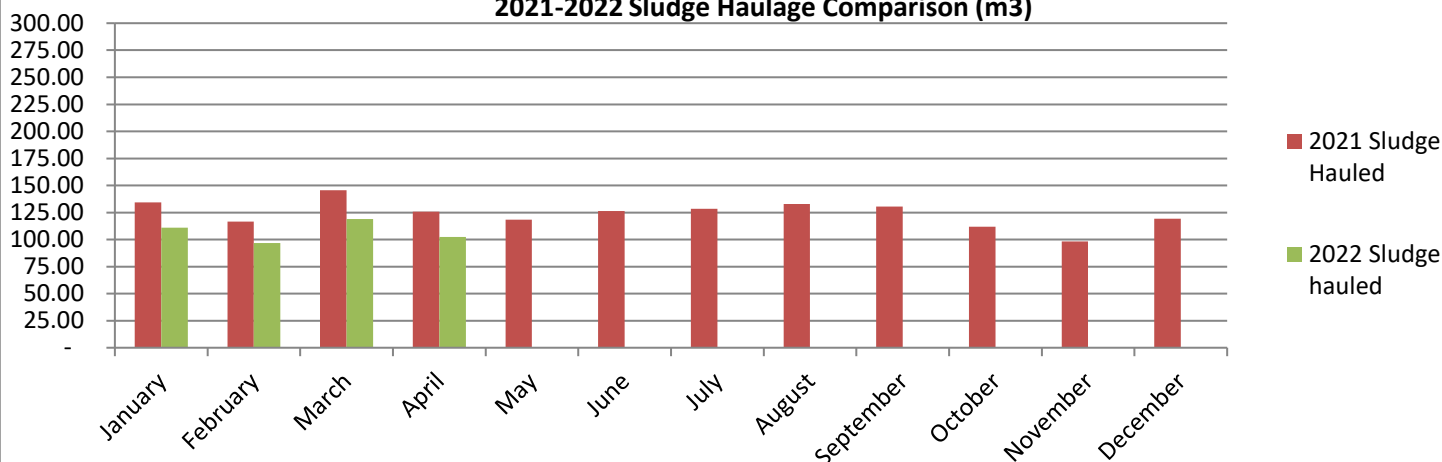
2022 Fort Frances Wastewater

Month	Sewage Flows Year 2022					Usage	Calculated	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.965561163	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.980937469	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.97715959	
January	5347.3	5710	165767		165767	59%	111.0	12		
February	5220.0	7432	146159		146159	58%	96.8	10		
March	5843.3	6920	181143		181143	65%	118.9	11		
April	12204.4	19452	366133	27675.2	393808.2	136%	102.4	10		
May						0%				
June						0%				
July						0%				
August						0%				
September						0%				
October						0%				
November						0%				
December						0%				
Sum				27675.2	886877.2		429.1	43		
Average	7154		214801		221719	98%	107.3	10.8		
Max		19452	366133		393808.2			12		
ECA	9000	18000								

Month	BOD5/CBOD5			Suspended Solids			Total Phosphorus			Nitrogen		E. Coli	pH	
	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Geo Mean	Monthly	Monthly
	BOD (mg/L)	CBOD (mg/L)	CBOD (kg/day)	S.S (mg/L)	S.S (mg/L)	S.S (kg/day)	T.P (mg/L)	T.P (mg/L)	T.P (kg/day)	TKN (mg/L)	Total N (mg/L)	Counts /100ml	Minimum	Maximum
January	111.3	4.5	24.1	185.2	3.5	18.7	2.92	0.14	0.75	19.53	13.05	49.7	7.0	7.5
February	139.0	4.0	20.8	212.5	3.3	17.8	3.18	0.13	0.66	20.8	16.0	13.2	7.1	7.4
March	106.5	3.0	17.0	192.5	2.8	16.9	26.50	0.18	1.06	16.4	15.5	34.8	7.1	7.3
April	59.3	2.8	31.0	105.9	3.7	44.4	1.55	0.33	3.81	10.4	9.9	742.1	7.3	7.5
May														
June														
July														
August														
September														
October														
November														
December														
Average	104.0	3.6	23.2	174.0	3.3	24.4	8.54	0.20	1.57	16.8	13.6	210.0	7.1	7.4
Max	139	4.53	31.0	212.5	3.7	44.4	26.50	0.33	3.81	20.8	16.0	742.1	7.3	7.5
ECA		25	225		25	225		1.0	9.0			200	6.0	9.5

2021-2022 Comparison Chart

Month	2021 Treated Sewage	2022 Treated Sewage	% Variance 2021 to 2022	2021 Hauled Sludge	2022 Hauled Sludge	% Variance 2021 to 2022
	m3	m3	m3	m3 (calculated)	m3 (calculated)	m3
January	155,465.00	165,767.00	6%	134.40	111.00	-17%
February	146,883.00	146,159.00	0%	116.60	96.80	-17%
March	159,400.00	181,143.00	12%	145.60	118.90	-18%
April	226,144.00	366,133.00	38%	125.70	102.40	-19%
May	179,453.00		#DIV/0!	118.30		-100%
June	144,334.00		#DIV/0!	126.40		-100%
July	142,697.00		#DIV/0!	128.30		-100%
August	146,248.00		#DIV/0!	132.90		-100%
September	162,428.00		#DIV/0!	130.40		-100%
October	175,723.00		#DIV/0!	111.90		-100%
November	180,930.00		#DIV/0!	98.20		-100%
December	174,412.00		#DIV/0!	119.30		-100%
Totals	1,994,117.00	859,202.00	-132%	1,488.00	429.10	-71%

2021-2022 Flows Comparison (m3)**2021-2022 Sludge Haulage Comparison (m3)**

Workorder Summary Report

Report Start Date: Apr 1, 2022 12:00 AM
Report End Date: Apr 30, 2022 11:59 PM
Location: 1103*
Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
2753034			1103, Fort Frances WPCP	OPER	Inspection	1	MONTHS	Snow Removal at Wastewater Treatment (1m) 1103	COMP	4/1/22 12:00 AM	5/2/22 02:27 PM	5/2/22 02:27 PM	Snow Removal - Plowed snow and shoveled walkways at plant
2768428	0000227376	PANEL ALARM/DIALER	1103, Fort Frances WPCP, Process, Process Control & Monitoring	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1103	COMP	4/1/22 12:00 AM	5/2/22 02:32 PM	5/2/22 02:32 PM	Critical Alarm/Dialer Testing (1m) 1103 - We test the dialler automatically everyday.
2768432			1103, Fort Frances WPCP	PM	Refurbish/Replace/Repair	1	MONTHS	Diesel Gensets Inspection/Functional Tests (1m) 1103	COMP	4/1/22 12:00 AM	4/22/22 08:57 AM	4/22/22 08:57 AM	Diesel Gensets Inspection/Functional Tests (1m) 1103 - The Town is still in process of ordering a new portable diesel genset. Peterbilt started and ran genset at Fifth Street for troubleshooting purposes.Peterbilt has ordered 2 parts for the genset at Fifth Street lift station. Ran gensets at Central Avenue and White Pine lift stations.
2768459			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 1103	COMP	4/1/22 12:00 AM	5/2/22 02:33 PM	5/2/22 02:33 PM	
2768809	0000246402	CENTRIFUGE GS2-2-1 TEACUP/GRIT SNAIL	1103, Fort Frances WPCP, Process, Primary Treatment, Primary Sludge Degritting	PM	Inspection	1	MONTHS	Teacup Centrifuge Inspection/Service (1m/3m/1y) 1103	COMP	4/1/22 12:00 AM	4/28/22 09:52 AM	4/28/22 09:52 AM	Teacup Centrifuge Inspection/Service (1m/3m/1y) 1103 - Lubricated bearings and drive chain on grit snail
2772868	0000246436	PANEL CONTROL PCL	1103, Boundary Pumping Station, Facility	CALL	Refurbish/Replace/Repair	0		Boundary Road high level alarm call in	COMP		4/5/22 02:30 AM	4/5/22 04:00 AM	Boundary Road high level alarm call in - I was called by the auto dialer for a Boundary Road lift station high level alarm at 0230 hours. I drove to the plant where I was able to acknowledge and reset alarms on the SCADA computer. 2 other alarms came in at the same time so it seems that there was a PLC glitch at the time. The station has returned to a normal state of operation

Workorder Summary Report

Report Start Date: Apr 1, 2022 12:00 AM
Report End Date: Apr 30, 2022 11:59 PM
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Work Order Type: ADMIN, CALL, CAP, CORR, EMER, OPER, PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
2773344	0000129937	PANEL CONTROL LEVEL/ALARM	1103, Central Ave Pumping Station, Facility	CALL	Refurbish/ Replace/Repair	0		Central Avenue high level alarm call in 1103	COMP		4/6/22 05:15 PM	4/6/22 08:00 PM	Central Avenue high level alarm call in 1103 - I was called for a Central Avenue lift station high level alarm at 1715 hours. I drove to the station where I acknowledged the alarms on the panel and then got some air out of pump 3 to improve pumping. The level came back down and I monitored the operation until 2000 hours.
2773346	0000227438	PUMP CENT VERTICAL NON CLOG SEWAGE #2 P2 CENTRAL	1103, Central Ave Pumping Station, Process	CALL	Refurbish/ Replace/Repair	0		Central Avenue pump fail/high level alarm call in 1103	COMP		4/7/22 12:00 AM	4/7/22 03:30 AM	Central Avenue pump fail/high level alarm call in 1103 - I was called for Central Avenue lift station pump fail and high level alarms at 2350 hours yesterday. When I arrived at the station I realized that I would need assistance, so I called Dale Hughes at 0000 hours. We then proceeded to isolate , pull and clean the 3 pumps. We were back at the plant to clean up at 0320 hours.
2773375	0000227434	PUMP CENT VERTICAL NON CLOG SEWAGE P1 CENTRAL	1103, Central Ave Pumping Station, Process	CALL	Refurbish/ Replace/Repair	0		Central Pump Faults 1103	COMP		4/7/22 12:01 PM	4/7/22 12:06 PM	Central Pump Faults - Called in to assist Kelly to pull all 3 pumps at Central lift station.
2775597	0000129851	PUMP SUBMERSIBLE 11-1	1103, Fort Frances WPCP, Process	CALL	Refurbish/ Replace/Repair	0		Plant basement sump high level alarm call in 1103	COMP		4/17/22 11:35 PM	4/18/22 01:30 AM	Plant basement sump high level alarm call in 1103 - I was called by the auto dialer for a sump high level alarm at 2335 hours. I drove to the plant where I acknowledged the alarms on the SCADA computer and then reset the fault on the local pump panel.

Workorder Summary Report

Report Start Date: Apr 1, 2022 12:00 AM
Report End Date: Apr 30, 2022 11:59 PM
Location: 1103*
Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
2776755	0000129811	METER LEVEL MILLTRONIC BYPASS FLOW	1103, Fort Frances WPCP, Process, Process Control & Monitoring	CALL	Refurbish/ Replace/Repair	0		Plant bypass call in 1103	COMP		4/22/22 06:00 PM	4/22/22 10:00 PM	Plant bypass call in 1103 - I was called in at 1800 hours on April 22, 2022 to assist Dale with a plant bypass at the wastewater treatment plant during a heavy rainfall and snow melt caused event that also included pumping stations at or near capacity. I returned home at 2200 hours to get some rest as this was likely to be an extended event
2776761			1103, White Pine Pumping Station	CALL	Refurbish/ Replace/Repair	0		Flooded White Pine lift station drywell 1103 call in	COMP		4/23/22 05:20 AM	4/24/22 09:20 AM	Flooded White Pine lift station drywell 1103 call in - I was called in to assist Dale after he had found a flooded White Pine drywell so all pumps and wiring was under water. We worked with the Town of Fort Frances crew to get pumps, sucker trucks and related equipment in place to get the surcharged station and collection system back to normal levels and to monitor a plant bypass, UV bypass and rental pump that will be in place at White Pine station until permanent solution is in place.
2776769	0000129811	METER LEVEL MILLTRONIC BYPASS FLOW	1103, Fort Frances WPCP, Process, Process Control & Monitoring	CALL	Refurbish/ Replace/Repair	0		Manhole 8 High Level 1103	COMP		4/24/22 11:20 AM	4/24/22 11:27 AM	Manhole 8 High Level Alarm - Plant was beginning to bypass due to heavy rain event.
2777326			1103, White Pine Pumping Station	CALL	Refurbish/ Replace/Repair	0		White Pine pumps removal re flooded drywell 1103	COMP		4/25/22 10:45 AM	4/25/22 07:45 PM	White Pine pumps removal re flooded drywell 1103 - I was called in to assist Dale re moving portable temporary pump piping with the Town of Fort Frances crew at White Pine lift station as well as the isolation and removal of both pumps from the drywell that had been sucked out by vac truck. FFPC lifted the pumps from the drywell so that we could package them up for shipping out for repair.

Workorder Summary Report

Report Start Date: Apr 1, 2022 12:00 AM

Report End Date: Apr 30, 2022 11:59 PM

Location: 1103*

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

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
2777759	0000129811	METER LEVEL MILLTRONIC BYPASS FLOW	1103, Fort Frances WPCP, Process, Process Control & Monitoring	CALL	Refurbish/ Replace/Repair	0		Manhole 8 High Level 1103	COMP		4/29/22 01:08 PM	4/29/22 01:21 PM	Manhole #8 High Level - I responded to a false alarm of Manhole 8 high level alarm.



Fort Frances WPCP
200 McIrvine Rd
Fort Frances, Ontario
P9A 3S3
Tel: 807-274-3121
Fax: 807-274-8381

June 16, 2022

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

Attention: Mr. Craig Miller
Environmental Superintendent

Dear Craig:

**Re: Fort Frances Wastewater Treatment Facility
May 2022 Monthly Report**

As per the operating agreement, the attached document is the May 2022 monthly report for the Fort Frances Wastewater Treatment Facility.

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

If you have any questions regarding this report do not hesitate to contact Mr. Ty Maurice, Senior Operations Manager.

Yours truly,

A handwritten signature in black ink, appearing to read 'Kelly C', is written over a light blue circular stamp.

Kelly Cunningham
Team Lead

For Ty Maurice
Senior Operations Manager

**The Corporation of the Town of Fort Frances
Wastewater Treatment Plant
(Sewage Plant)
May 2022 Monthly Operations Report**

INTRODUCTION

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of May 2022; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

DESCRIPTION OF WORKS

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

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

LABORATORY

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

MAY 2022 EFFLUENT QUALITY

<i>Parameters</i>	<i>Monthly Actual Concentration mg/L</i>	<i>Compliance Criteria Concentration mg/L</i>	<i>Performance Objective Concentration mg/L</i>	<i>Monthly Actual Loading, kg/d</i>	<i>Compliance Criteria Loading kg/d</i>	<i>Performance Objective Loading kg/d</i>
CBOD ₅	2.8 mg/L	25 mg/L	15 mg/L	49.7 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	5.7 mg/L	25 mg/L	15 mg/L	95.7 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.23 mg/L	1.0 mg/L	0.9 mg/L	3.90 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	7.00 mg/L 4.00 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		107 count/100 ml (geometric mean)		200 count/100ml (geometric mean)		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH				pH range 7.3 to 7.5; average pH was 7.4		
Temperature degrees C				Temperatures ranged from 6.5 to 8.5 C; average temperature of effluent was 7.1 C		

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

WASTEWATER LIQUID PROCESS

The average daily flow for May was 16832.1 m³/day. This represents 187% of the design average flow. Total treated flow for the month was 521795 m³. There were 3 Manhole 8 bypass events in May that totaled 16930.4 m³. After May 3rd all daily peak flow and total flow numbers were estimates as river level is impeding the outfall flow through our parshall flume. The Fort Frances WWTP met all effluent compliance criteria for the parameters listed above and additionally was well within the recommended more stringent monthly performance objectives as outlined in the Environmental Compliance Approval.

MAINTENANCE

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

Treatment Plant:

- Alternated lead/lag pumps
- Adjusted fluidizing water to head cell and grit snail as needed
- Greased all blowers
- Regular cleaning of head works EW basket strainer
- Greased Grit Snail and lubricated drive chain. Hosed Snail
- Monthly inspection of spiral screen access hatch, removed wrapped debris
- Weekly manifold wash and restrictor cleaning on the Fournier press
- Inspected teacup
- Greased clarifier drives
- Pumped out digester valve chamber sump

Pump Stations:

- Ran gensets
- Changed seal water strainers
- Peterbilt replaced a fuel pump on Fifth Street lift station genset
- Gavel Manufacturing removed the old flowmeter and installed the new unit in White Pine lift station drywell
- Pulled and cleaned pump 3 and repaired seal water tubing at Central Avenue lift station
- Pulled and cleaned pump 2 at Fifth Street lift station
- Cannect Electric rewired both rebuilt pumps at White Pine lift station
- Both rebuilt pumps were lowered into White Pine lift station drywell with assistance from FFPC
- A float switch was replaced in White Pine lift station wet well
- Cannect Electric wired the new flowmeter in White Pine lift station drywell

PROCESS AND OPTIMIZATION ISSUES

The Atlas Dewatering pump has remained onsite until a replacement for the level sensor in the wet well is received and installed.

Blower 4 and the spare both failed so blower 3 is providing air to the digesters. Blowers 1 and 2 are providing air to their respective aeration cells. Blower 4 has been sent for repair and a new replacement has been ordered as well.

SLUDGE SUMMARY

Dennis Robinson Limited hauled a calculated total of 91.3 m³ (9 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 23.1 % TS for the month but slump test results from the landfill site have not been provided. The Fournier press ran for 109 hours in the past month.

COMPLAINTS

There were no complaints during the report period.

BYPASS/OVERFLOW REPORT(S)

There were 3 manhole 8 and 3 UV bypass events as well as 1 reported power outage in the reporting period.

COMMENTS

Plant power consumption for the month was 452 (x 180 multiplier) kWh.

The Fournier press has been operated 585.5 hours in 2022.

Annul fire extinguisher inspections were completed by SPI.

There were 3 Manhole 8 bypass events in May that totaled 16930.4 m³. After May 3rd all daily peak flow and total flow numbers were estimates as river level is impeding the outfall flow through our parshall flume.

The Atlas Dewatering pump has remained onsite until a replacement for the level sensor in the wet well is received and installed.

REPORTS

ALS – Environmental Analytical Reports (on-file at plant)

Fort Frances WPCP Equipment Run Time Report (on-file at plant)

Bypass Report (on-file at plant as per occurrence)

Incident Report (on-file at plant as per occurrence)

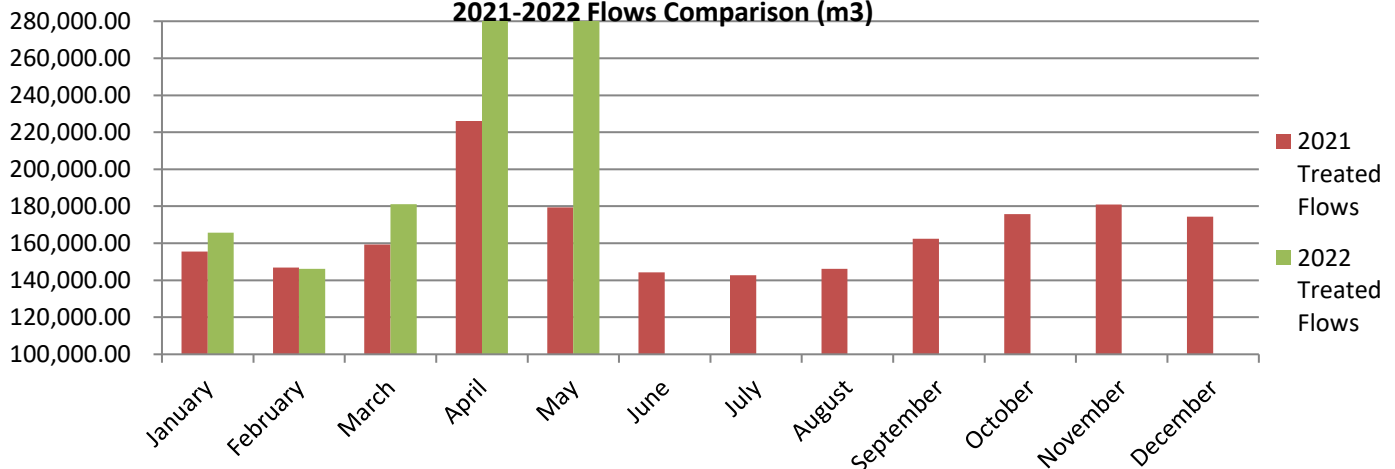
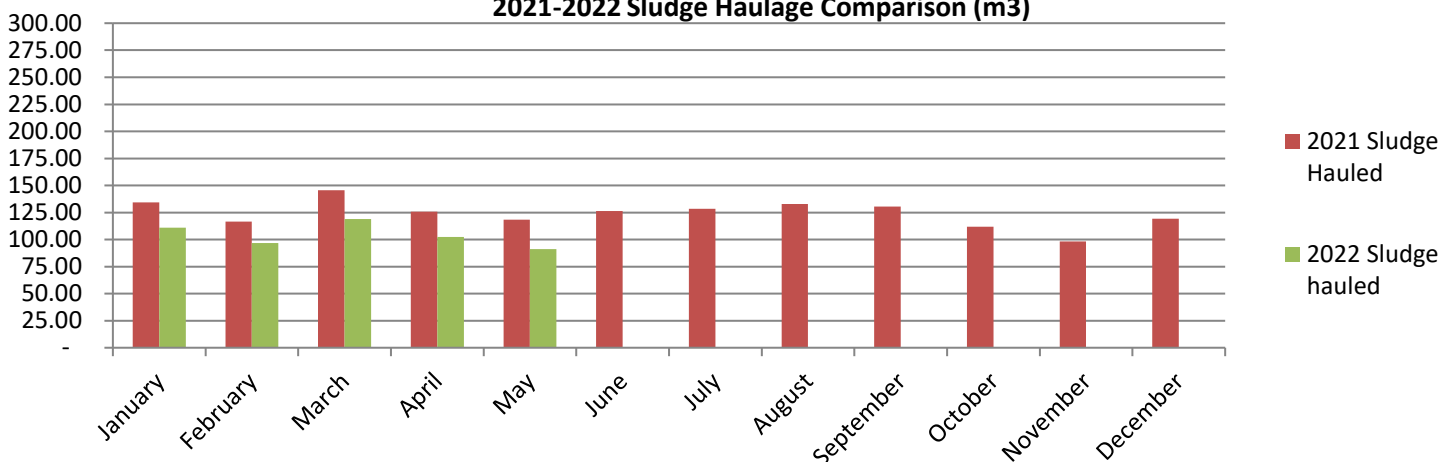
2022 Fort Frances Wastewater

Month	Sewage Flows Year 2022					Usage	Calculated	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.961652116	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.975004282	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.971298664	
January	5347.3	5710	165767		165767	59%	111.0	12		
February	5220.0	7432	146159		146159	58%	96.8	10		
March	5843.3	6920	181143		181143	65%	118.9	11		
April	12204.4	19452	366133	27675.2	393808.2	136%	102.4	10		
May	16832.1	19000	521795	16930.4	538725.4	187%	91.3	9		
June						0%				
July						0%				
August						0%				
September						0%				
October						0%				
November						0%				
December						0%				
Sum				44605.6	1425602.6		520.4	52		
Average	9089		276199		285121	123%	104.1	10.4		
Max		19452	521795		538725.4			12		
ECA	9000	18000								

Month	BOD5/CBOD5			Suspended Solids			Total Phosphorus			Nitrogen		E. Coli	pH	
	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Geo Mean	Monthly	Monthly
	BOD (mg/L)	CBOD (mg/L)	CBOD (kg/day)	S.S (mg/L)	S.S (mg/L)	S.S (kg/day)	T.P (mg/L)	T.P (mg/L)	T.P (kg/day)	TKN (mg/L)	Total N (mg/L)	Counts /100ml	Minimum	Maximum
January	111.3	4.5	24.1	185.2	3.5	18.7	2.92	0.14	0.75	19.5	13.1	49.7	7.0	7.5
February	139.0	4.0	20.8	212.5	3.3	17.8	3.18	0.13	0.66	20.8	16.0	13.2	7.1	7.4
March	106.5	3.0	17.0	192.5	2.8	16.9	26.50	0.18	1.06	16.4	15.5	34.8	7.1	7.3
April	59.3	2.8	31.0	105.9	3.7	44.4	1.55	0.33	3.81	10.4	9.9	742.1	7.3	7.5
May	30.6	2.8	49.7	62.8	5.7	95.6	1.04	0.23	3.90	6.0	7.0	107.0	7.3	7.5
June														
July														
August														
September														
October														
November														
December														
Average	89.3	3.4	28.5	151.8	3.8	38.7	7.04	0.20	2.04	14.6	12.3	189.4	7.2	7.4
Max	139	4.53	49.7	212.5	5.7	95.6	26.50	0.33	3.90	20.8	16.0	742.1	7.3	7.5
ECA		25	225		25	225		1.0	9.0			200	6.0	9.5

2021-2022 Comparison Chart

Month	2021 Treated Sewage	2022 Treated Sewage	% Variance 2021 to 2022	2021 Hauled Sludge	2022 Hauled Sludge	% Variance 2021 to 2022
	m3	m3	m3	m3 (calculated)	m3 (calculated)	m3
January	155,465.00	165,767.00	6%	134.40	111.00	-17%
February	146,883.00	146,159.00	0%	116.60	96.80	-17%
March	159,400.00	181,143.00	12%	145.60	118.90	-18%
April	226,144.00	366,133.00	38%	125.70	102.40	-19%
May	179,453.00	521,795.00	66%	118.30	91.30	-23%
June	144,334.00		#DIV/0!	126.40		-100%
July	142,697.00		#DIV/0!	128.30		-100%
August	146,248.00		#DIV/0!	132.90		-100%
September	162,428.00		#DIV/0!	130.40		-100%
October	175,723.00		#DIV/0!	111.90		-100%
November	180,930.00		#DIV/0!	98.20		-100%
December	174,412.00		#DIV/0!	119.30		-100%
Totals	1,994,117.00	1,380,997.00	-44%	1,488.00	520.40	-65%

2021-2022 Flows Comparison (m3)**2021-2022 Sludge Haulage Comparison (m3)**

Workorder Summary Report

Report Start Date: May 1, 2022 12:00 AM
Report End Date: May 31, 2022 11:59 PM
Location: 1103*
Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM
Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
2800943			1103, Fort Frances WPCP	OPER	Inspection	1	MONTHS	Snow Removal at Wastewater Treatment (1m) 1103	COMP	5/1/22 12:00 AM	5/29/22 01:34 PM	5/29/22 01:34 PM	
2800948			1103, Fort Frances WPCP	OPER	Inspection	1	MONTHS	Grass Cutting at Wastewater Treatment (1m) 1103	COMP	5/1/22 12:00 AM	6/3/22 08:57 AM	6/3/22 08:57 AM	
2813830	0000227376	PANEL ALARM/DIALER	1103, Fort Frances WPCP, Process, Process Control & Monitoring	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1103	COMP	5/1/22 12:00 AM	6/3/22 09:04 AM	6/3/22 09:04 AM	Critical Alarm/Dialer Testing (1m) 1103 - The dialer is tested daily
2813850			1103, Fort Frances WPCP	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1103	COMP	5/1/22 12:00 AM	5/25/22 11:15 AM	5/25/22 12:15 PM	H&S Inspection - Plow truck is still unusable .
2813861			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	TPM Inspection/Maintenance (1m) 1103	COMP	5/1/22 12:00 AM	6/3/22 08:56 AM	6/3/22 08:56 AM	
2814185			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	Blowers/Motors Inspection/Service (1m/3m) 1103	COMP	5/1/22 12:00 AM	5/20/22 07:00 AM	5/20/22 10:00 AM	Blower Maint. - We changed blower #4 out due to a bad bearing.
2814193	0000246402	CENTRIFUGE GS2-2-1 TEACUP/GRIT SNAIL	1103, Fort Frances WPCP, Process, Primary Treatment, Primary Sludge Degritting	PM	Inspection	1	MONTHS	Teacup Centrifuge Inspection/Service (1m/3m/1y) 1103	COMP	5/1/22 12:00 AM	5/26/22 08:00 AM	5/26/22 09:00 AM	Teacup Maint. - I removed the lid and found minimal debris.
2817790	0000129811	METER LEVEL MILLTRONIC BYPASS FLOW	1103, Fort Frances WPCP, Process, Process Control & Monitoring	CALL	Refurbish/Replace/Repair	0		Manhole 8 High Level 1103	COMP		5/2/22 10:31 AM	5/2/22 10:35 AM	Manhole #8 High Level - Called in to assist with bypass.
2817797	0000129811	METER LEVEL MILLTRONIC BYPASS FLOW	1103, Fort Frances WPCP, Process, Process Control & Monitoring	CALL	Refurbish/Replace/Repair	0		Manhole 8 High Level 1103	COMP		5/2/22 10:44 AM	5/2/22 10:47 AM	- Manhole 8 High Level - Called in to assist with bypass.
2819151	0000129823	BOILER NATURAL GAS 2	1103, Fort Frances WPCP, Facility, Heating Ventilation Air Conditioning, Boiler	CALL	Refurbish/Replace/Repair	0		Hot water system failure alarm call in May 5, 2022	COMP		5/5/22 12:15 AM	5/5/22 01:45 AM	Hot water system failure alarm call in May 5, 2022 -I was called by the auto dialer for a hot water system failure alarm at 0020 hours. I drove to the wastewater plant where I acknowledged the alarm on the SCADA computer and then reset the alarm by increasing the flow of water to the boilers temporarily. Okay at 0115 hours

Workorder Summary Report

Report Start Date: May 1, 2022 12:00 AM

Report End Date: May 31, 2022 11:59 PM

Location: 1103*

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

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
2819315	0000227447	PUMP CENT #1 VERTICAL NON CLOG SEWAGE P1 WHITEPINE	1103, White Pine Pumping Station, Process	CALL	Refurbish/ Replace/Repair	0		White Pine LS Pump Hose 1103	COMP		5/7/22 11:16 AM	5/7/22 11:21 AM	White Pine LS Pump Hose Assist - I was called in by Craig Miller to help move the temporary pump hose at White Pine lift station.
2821488			1103, Fort Frances WPCP	CALL	Refurbish/ Replace/Repair	0		Extreme rain event plant bypass May 12, 2022	COMP		5/12/22 09:20 PM	5/13/22 01:20 PM	Extreme rain event plant bypass May 12 2022 - I was called in to assist as an extreme rain event had caused the wastewater plant to go into bypass and was pushing pumping stations to their limits
2821491			1103, Strachan Pumping Station	CALL	Refurbish/ Replace/Repair	0		High level alarm Strachan pumping station May 13	COMP		5/13/22 07:40 PM	5/13/22 09:55 PM	High level alarm Strachan pumping station May 13 - I responded to a Strachan pumping station high level alarm May 13 1940 hours. I reset alarms and manually started the pumps
2821545	0000129811	METER LEVEL MILLTRONIC BYPASS FLOW	1103, Fort Frances WPCP, Process, Process Control & Monitoring	CALL	Refurbish/ Replace/Repair	0		Manhole 8 High Level 1103	COMP		5/16/22 09:05 AM	5/16/22 09:09 AM	Manhole #8 High Level - Manhole #8 High level and began to bypass main plant.
2822592	0000246376	GEAR DRIVE SC 4-2-1	1103, Fort Frances WPCP, Process	CALL	Refurbish/ Replace/Repair	0		Longitudinal collector 2 failure call in 1103 May 18	COMP		5/18/22 05:30 AM	5/18/22 06:30 AM	Longitudinal collector 2 failure call in 1103 May 18 - I was called by the auto dialer for a clarifier collector failure 0450 hour. I drove to the plant where I acknowledged the alarms on SCADA and then replaced the sheer pin in longitudinal collector drive 2. Started and ran smoothly
2824598	0000129811	METER LEVEL MILLTRONIC BYPASS FLOW	1103, Fort Frances WPCP, Process, Process Control & Monitoring	CALL	Refurbish/ Replace/Repair	0		Manhole 8 High Level 1103	COMP		5/30/22 01:30 AM	5/30/22 01:37 AM	Bypass Assistance - I was called in to assist with plant bypass.

Workorder Summary Report

Report Start Date: May 1, 2022 12:00 AM

Report End Date: May 31, 2022 11:59 PM

Location: 1103*

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

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
2824605			1103, Fort Frances WPCP, Process	CALL	Compliance	0		Manhole 8 high level alarm call in 1103	COMP		5/29/22 09:30 PM	5/30/22 01:30 AM	Manhole 8 high level alarm call in 1103 May 29 - Manhole 8 high level alarm call in 2125 hours. UV bypass 2200 hours. Called Blake at SAC 2203 hours, Brian MOH 2212 hours, Craig TOFF 2214 hours, Ty Maurice 2218 hours and Geoff in Emo to let them know that we were in UV bypass. Sampled the UV bypass 2222 hours. At 2225 hours a plant bypass in manhole 8 began. I asked Dale for assistance. I called Aaron at SAC 2226 hours, Brian MOH 2233 hours, Craig TOFF 2235 hours, Geoff in Emo 2237 hours and Ty Maurice 2238 hours to inform them that a plant bypass had started. We sampled the plant bypass at 2300 hours and again at 2325 hours as well as an E. coli sample 2325 hours.

Workorder Summary Report

Report Start Date: May 1, 2022 12:00 AM

Report End Date: May 31, 2022 11:59 PM

Location: 1103*

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

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
2824884			1103, Fort Frances WPCP	CALL	Refurbish/ Replace/Repair	0		Plant power failure call in 1103 May 30	COMP		5/30/22 07:50 PM	5/31/22 01:30 AM	Plant power failure call in 1103 May 30 - I was called by the auto dialer at 1950 hours for a plant power failure. Drove to the plant and acknowledged alarms and tried to reset the phase loss protection but power was still out in this part of town. Proceeded to set up portable generator to power the SCADA controllers and power came back on. Called in Dale to address issues at lift stations while I got plant processes back online. An extreme thunder storm event with high winds, torrential downpours and a tornado in the area caused a plant power outage and increased the load on an already overloaded collection system. The wastewater plant continues to operate at capacity and a bypass event that began at 2200 hours May 29th is ongoing.

Aircraft Landings 2022
As of May 31, 2022

Month	Bearskin Flights			Bearskin Passengers			Air Bravo Passengers			Government			Private			Med-I-vacs			International			Commercial			Totals			Variance
	2022	2021	2020	2022	2021	2020	2022	2021	2020	2022	2021	2020	2022	2021	2020	2022	2021	2020	2022	2021	2020	2022	2021	2020	2022	2021	2020	2022-2021
January	10	4	56	28	9	140	0	0	8	0	0	2	2	2	15	45	36	50	0	0	0	0	0	45	57	42	168	15
February	12	0	64	19	0	149	0	0	12	0	4	3	0	8	6	56	58	36	0	0	1	0	0	38	68	70	148	-2
March	15	0	41	30	0	99	0	0	0	3	20	1	7	8	10	60	57	39	0	0	6	0	0	0	85	85	97	0
1/4 Total	37	4	161	77	9	388	0	0	20	3	24	6	9	18	31	161	151	125	0	0	7	0	0	83	210	197	413	13
April	9	0	1	34	0	0	0	0	0	2	5	2	24	18	10	48	63	30	0	0	1	0	0	0	83	86	44	-3
May	17	0	0	53	0	0	0	0	0	2	2	3	25	43	20	66	74	40	16	0	0	0	0	0	126	119	63	7
June		0	0		0	0		0	0		5	0		159	21		68	53		0	0		0	0	0	232	74	-232
1/2 Total	63	4	162	164	9	388	0	0	20	7	36	11	58	238	82	275	356	248	16	0	8	0	0	83	419	634	594	-215
July		9	0		29	0		0	0		30	2		185	44		80	35		0	0		0	0	0	304	81	-304
August		10	0		19	0		0	0		11	0		96	31		67	38		12	0		0	0	0	196	69	-196
September		14	11		23	17		0	0		0	1		44	27		65	61		7	2		0	0	0	130	102	-130
3/4 Total	63	37	173	164	80	405	0	0	20	7	77	14	58	563	184	275	568	382	16	19	10	0	0	83	419	1264	846	-845
October		16	16		35	30		0	0		0	5		18	9		62	59		2	0		0	0	0	98	89	-98
November		14	15		43	46		0	0		7	3		16	14		50	45		0	0		0	0	0	87	77	-87
December		14	12		20	15		0	0		3	6		9	4		56	54		0	0		0	0	0	82	76	-82
Total	63	81	216	164	178	496	0	0	20	7	87	28	58	606	211	275	736	540	16	21	10	0	0	83	419	1531	1088	-1112

Fort Frances Airport - Page 2/2 - Fuel Sales - May 31, 2022																				
Fuel Sales Recap - 2022									2022	2021	2020	2019	2018	2017	2016	2015	2014	2013	10 year	Variance
	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	per	per	Average	2022-2021
Month	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	month	month	2022 to 2013	month
January	122	122	6,723	6,723		0	6,845	6,845	6,845	4,783	7,962	8,050	16,597	25,675	7,528	8,692	11,543	7,216	10,489	2,062
February	81	203	3,614	10,337		0	3,695	10,540	3,695	7,447	5,077	7,991	16,286	12,503	11,904	11,231	12,304	6,197	9,464	-3,752
March	360	563	5,784	16,121		0	6,144	16,684	6,144	16,822	6,473	13,716	9,798	21,928	13,255	17,795	10,508	12,077	12,852	-10,678
April	621	1,184	7,716	23,837		0	8,337	25,021	8,337	12,064	1,459	13,010	10,398	13,102	8,592	13,219	8,377	4,453	9,301	-3,727
May	2,435	3,619	13,893	37,730		0	16,328	41,349	16,328	16,549	11,685	18,667	24,839	21,362	24,681	16,161	29,753	18,350	19,838	-221
June		3,619		37,730		0	0	41,349	0	79,359	8,082	31,063	27,380	27,380	26,015	45,698	30,789	22,786	29,855	-79,359
July		3,619		37,730		0	0	41,349	0	86,299	11,116	17,146	23,461	24,642	29,002	28,150	14,441	19,232	25,349	-86,299
August		3,619		37,730		0	0	41,349	0	25,799	7,530	17,024	30,430	23,029	21,119	36,638	20,450	20,075	20,209	-25,799
September		3,619		37,730		0	0	41,349	0	20,676	14,689	16,543	25,191	13,489	21,325	24,238	21,837	18,005	17,599	-20,676
October		3,619		37,730		0	0	41,349	0	8,708	4,307	9,076	10,769	16,604	30,655	8,216	15,472	13,109	11,692	-8,708
November		3,619		37,730		0	0	41,349	0	8,599	13,333	2,202	10,748	9,924	22,349	11,616	7,238	6,398	9,241	-8,599
December		3,619		37,730		0	0	41,349	0	8,356	5,333	5,852	13,243	6,560	13,797	7,592	6,849	2,028	6,961	-8,356
Total	3,619		37,730		0		41,349		41,349	295,461	97,046	160,340	219,140	216,198	230,222	229,246	189,561	149,926	182,849	-254,112

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

Sewer & Water Data for 2022

up-dated June 16, 2022

Month	Days per month	2022	2022	2022	2022	2022	2022	2022	2022	2022	2022	2022-2021	2022-2021	2022	2022	Monthly Infiltration US Gallons
		Total	daily	Couch.	Couch.	Couch.	Total	daily	Couch.	Couch.	Couch.	Diff	Diff	Difference	Infiltration	
		Sewage	Sewage	Sewage	Sewage	Sewage	Treated	Treated	2 Water	2 Water	Water	Treated	Wastewater	STP-WTP	daily average	
		STP	STP	Meters	Meters	%	WTP	WTP	Meters	Meters	%	WTP	STP			
		cu. meters monthly	cu. meters daily	cu. meters monthly	cu. meters daily		cu. meters monthly	cu. meters daily	cu. meters monthly	cu. meters daily						
January	31	165767	5347.32	9178	296.06	5.54%	108550	3501.6	15229	491.2	14.03%	3190.0	10302.0	57217.0	1845.7	15,115,129
February	28	146159	5219.96	9649	344.61	6.60%	116300	4153.6	15229	543.9	13.09%	12410.0	-724.0	29859.0	1066.4	7,887,912
March	31	181143	5843.32	12116	390.84	6.69%	143250	4621.0	22373	721.7	15.62%	34130.0	21743.0	37893.0	1222.4	10,010,270
April	30	393808	13126.93	19882	662.73	5.05%	106280	3542.7	22373	745.8	21.05%	6880.0	167664.0	287528.0	9584.3	75,956,847
May	31	538725	17378.23	20199	651.58	3.75%	110630	3568.7		0.0	0.00%	-2660.0	359272.0	428095.0	13809.5	113,090,712
June	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-135470.0	-144334.0	0.0	0.0	-
July	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-178930.0	-142697.0	0.0	0.0	-
August	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-139070.0	-146248.0	0.0	0.0	-
September	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-99820.0	-162428.0	0.0	0.0	-
October	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-96920.0	-175723.0	0.0	0.0	-
November	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-93590.0	-180930.0	0.0	0.0	-
December	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-102560	-174412.0	0.0	0.0	-
Total	365	1425602		71024			585010.0		75203.0			-792410.0	-568515.0	840592.0	2303.0	222,060,870
Monthly Average		285120.4	3909.6	14204.8	195.5	6.28%	117002.0	1615.6	18800.8	208.5	14.25%	16576.7	10440.3	41656.3	1378.2	11,004,437

Frog Creek Station equipment failure reporting negative flows. Reported here as 0
Includes 27675m3 bypass volume at the plant due to extreme wet weather
Includes 16930m3 bypass volume at the plant due to extreme wet weather

Couchiching experienced a watermain break in March just off of 5 Mile Dock Road

2022 - Tonnage at Landfill Site - Updated June 16, 2022

											2021		2022		
MONTH	Residential Waste (tonne)	Res (%)	ICI Waste (tonne)	ICI (%)	Non Community Waste (tonne)	Non Community Waste (%)	Covering Material (tonne)	2021 Total Tonne	Average last 10 years Total Tonne 2012 to 2021	2022 Total Tonne	Total Fees	Average last 10 years Fees 2012 to 2021	Total Fees	2022-2021 Tonnes	2021-2020 Fees
JAN	162.33	35.3%	226.28	49.3%	86.50	18.8%	0.00	459.22	426.05	475.11	\$ 25,366.15	\$ 23,737.37	\$ 25,255.40	15.89	-\$ 110.75
FEB	118.55	30.4%	207.81	53.4%	6.77	1.7%	0.00	389.49	352.10	333.13	\$ 24,123.20	\$ 19,887.21	\$ 21,756.05	-56.36	-\$ 2,367.15
MAR	144.73	14.8%	269.07	27.5%	8.87	0.9%	733.11	979.768	481.99	1,155.78	\$ 37,106.95	\$ 30,919.67	\$ 31,689.20	176.01	-\$ 5,417.75
APRIL	187.41	26.7%	320.86	45.7%	8.46	1.2%	1299.33	702.84	592.48	1,816.06	\$ 45,566.13	\$ 36,901.77	\$ 41,996.65	1,113.22	-\$ 3,569.48
MAY	307.61	43.6%	400.75	56.8%	8.72	1.2%	8.77	705.19	734.64	725.85	\$ 45,287.00	\$ 42,681.85	\$ 52,939.60	20.66	\$ 7,652.60
JUNE		0.0%		0.0%		0.0%		618.77	813.63	0.00	\$ 40,220.10	\$ 42,721.69		-618.77	-\$ 40,220.10
JULY		0.0%		0.0%		0.0%		799.37	631.99	0.00	\$ 39,932.70	\$ 40,253.76		-799.37	-\$ 39,932.70
AUG		0.0%		0.0%		0.0%		757.10	695.87	0.00	\$ 52,713.60	\$ 42,540.36		-757.10	-\$ 52,713.60
SEPT		0.0%		0.0%		0.0%		729.60	695.74	0.00	\$ 50,808.55	\$ 42,958.03		-729.60	-\$ 50,808.55
OCT		0.0%		0.0%		0.0%		620.28	843.13	0.00	\$ 40,565.40	\$ 46,321.47		-620.28	-\$ 40,565.40
NOV		0.0%		0.0%		0.0%		565.34	562.11	0.00	\$ 34,202.60	\$ 32,790.82		-565.34	-\$ 34,202.60
DEC		0.0%		0.0%		0.0%		457.74	442.22	0.00	\$ 28,793.15	\$ 24,505.91		-457.74	-\$ 28,793.15
Average per monthly	\$ 184.13	\$ 0.30	\$ 284.95	\$ 0.47	\$ 23.86	\$ 0.05	\$ 408.24	\$ 647.30	\$ 517.45	\$ 901.19	\$ 35,489.89	\$ 30,825.57	\$ 34,727.38	\$ 253.89	-\$ 762.51
Total	920.63		1424.77		119.32		2041.21	7784.70	7271.95	4505.93	\$ 464,685.53	\$ 426,219.90	\$ 173,636.90	-3278.77	-\$ 291,048.63
Town of Fort Frances Tonnage	2345.40										\$ 464,685.53	Actual	\$ 173,636.90		
											\$ 440,000.00	Budget	\$ 440,000.00		
Total Tonnage	4505.93										\$ 425,878.63	Forecasted	\$ 416,728.56		
Residential Tonnage	920.63	20.43%													
ICI Tonnage	1424.77	31.62%													
Coverage material	2041.21														