

TOWN OF FORT FRANCES

Operations and Facilities Executive Committee

AGENDA - April 8, 2015, 8:30 AM

MEETING - Civic Centre

Page

Call to Order

Disclosure of pecuniary interest and the general nature thereof

Approval of Previous Committee Minutes

- | | | |
|-----|---|-------|
| 3.1 | Minutes from meeting of this Committee on March 4, 2015 | 2 - 3 |
|-----|---|-------|

Non-agenda Items

New Business

- | | | |
|-----|---|---------|
| 5.1 | February 2015 Drinking Water Systems Monthly Summary | 4 - 11 |
| 5.2 | Tender 15-OF-09 - Half Ton Trucks 2015 | 12 - 14 |
| 5.3 | Strategic Plan Initiatives for Upcoming Strategic Planning Session - CAO to expand. | |
| 5.4 | Training Opportunity - Airport Familiarization | 15 - 18 |

Information

- | | | |
|-----|---|---------|
| 6.1 | Aircraft Landings 2015 - as of March 31, 2015 | 19 - 20 |
| 6.2 | Operations and Facilities Division - Environmental Area - Operations Statistics - February 2015 | 21 - 23 |
| 6.3 | 2015 Tonnage at the Landfill Site - up-dated April 1, 2015 | 24 |

Adjourn / Next Meeting Date

Operations & Facilities Executive Committee

Minutes of Meeting

Date: Wednesday, March 4, 2015 Session No. 006

A meeting of the Operations & Facilities Executive Committee was held in the Committee Room on Wednesday, March 4th, 2015 from 8:35 a.m. to 9:15 a.m.

Committee Members Present: Paul Ryan, Chairperson, Doug Kitowski, Mark McCaig, CAO and Doug Brown.

Guests: Randy White and Doug Herr (8:35 a.m. to 9:12 a.m.)

Also Present: Mayor Avis

1. Call to Order 8:35 a.m.
2. Disclosure of pecuniary interest as required under the *Municipal Conflict of Interest Act* by Committee Members on agenda items. None
3. Agenda items considered at this meeting:
 - 1) Approve the minutes of the meeting of this Committee on February 18, 2015 – the minutes from the February 18, 2015 O & F Executive Meeting were approved as circulated.
 - 2) 2014 Schedule 22 (Compliance) Summary Report for the Town's Drinking Water System DWS #220000978 – Large Municipal Residential System – after a lengthy discussion and review, the administration report will be forwarded to Council for approval. Doug Herr and Randy White left the meeting at 9:12 a.m.
 - 3) Operations & Facilities Division – Public Works Area – Operations Statistics – January 2015 – the Operations Statistics for the Public Works Area for January 2015 were reviewed and will be forwarded to Council as information only. No action required.
 - 4) Cancellation of March 18, 2015 meeting – the members of the Operations & Facilities Executive Committee agreed to cancel the meeting on Wednesday March 18, 2015. The next meeting will be scheduled for April 8, 2015.
4. Non-Agenda Items:
 - 1) Tender 15-OF-02 – Sale and Removal of all Buildings/Building Material and Contents within the three buildings at 501- 6th Street West – the administrative report was reviewed and will be forwarded to Council for approval.

5. Resolutions: None.

Adjourned at 9:15 a.m.

There being no further matters before this Committee at this time this meeting was closed.

Chair

Manager

March 4, 2015 O&F Exec Minutes.doc

March 24, 2015

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

SUBJECT: February 2015 Drinking Water Systems Monthly Summary Report

Please find attached the February 2015 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the February 2015 report as presented.

Respectfully submitted,
Operations & Facilities Division



Doug Brown, P. Eng.
Manager of Operations & Facilities

<p>Council approval of this report will accept the February 2015 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.</p>
--

c.c. – Doug Herr, Environmental & Facilities Supt.
Randy White, Senior WTP Operator

February, 2015

**Monthly Summary Report
Water Systems**

**Prepared by: Randy White, ORO
Senior Water Treatment Plant Operator**

Dated: March 12, 2015

1) **Introduction -**

This report contains the major maintenance activities and operational events that occurred during the month of February 2015 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works # 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.

2) **Flow Data**

Water Treatment Plant: See attached spreadsheet. No flow data for Airport groundwater well.

3) **Microbiological (Health Related) Water Analysis– Main Water System # 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.

4) **Microbiological (Health Related) Water Analysis– Airport Groundwater Well # 26002736**

No samples taken.

The Airport has signs posted in the men's and women's washroom stating that the water has not been tested or treated for drinking purpose in accordance with the Health Protection and Promotion Act – Section 7 of the Small Drinking Water Systems Regulation, O. Reg. 318/08 (*Amended to Safe Drinking Water Act, 2002 - Section 6 of Ontario Regulation 252/05*). The operators do a visual inspection of the warning notices at a minimum of once per week to ensure that they are legible and comply with Ontario Regulation 318/08, Section 7(5).

5) Free Available Chlorine Residual (FAC) – Main Water System – # 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 # 26002736

Signs posted, exempt from testing.

7) Maintenance Activities at the WTP

Feb. 02nd - changed out the poly booster pump.

Feb. 04th - calibrated chlorine distribution analyzer.
- took grab samples off filters.
- calibrated Soda Ash and Alum feeders.

Feb. 06th - Honeywell here working on V.F.D. high lift motors.
- flushed the poly lines to the clarifiers.

Feb. 09th - flushed the poly lines to clarifiers.

Feb. 13th - cleaned all 4 check valves on poly unit.
- cleaned top and bottom tanks on poly unit.

Feb. 18th - Galbraith Electric working on High Lift No. 2 motor.
- completed annual test on backflow preventer at 400 Scott St.

Feb. 20th - took soda ash line apart and cleaned.

Feb. 24th - cleaned the weirs going to filters.

Feb. 25th - greased clarifiers.
- flushed the poly lines to clarifiers.
- calibrated chlorine distribution analyzer.

Feb. 26th - cleaned all 4 check valves on poly unit.
- cleaned top and bottom tanks on poly unit.

Feb. 27th - Honeywell here working on V.F.D. high lift motors.
- completed annual test on backflow preventer at 400 Kin's Hwy.

8) **Water Complaints:**

- Poor Pressure – 0 complaints.
- Water quality – 1 complaint.
 - 710 Crowe Avenue: Bad taste and smell in water. Visited residence. Tested the chlorine residual and took a bacti sample, as well as at a neighbour's. Sent to laboratory for analysis – results came back good.

9) **Other Miscellaneous Information:**

Feb. 02nd - took weekly routine bacti samples.

Feb. 03rd - took samples, customer complaint at 710 Crowe Ave.

Feb. 09th - took weekly routine bacti samples.

Feb. 17th - took weekly routine bacti samples.

Feb. 23rd - took weekly routine bacti samples.

Feb. 25th - took bacti samples, in Clear Well No. 2 - 1st set.

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:

- Randy White, ORO, Senior WTP Operator: _____
- Doug Herr, Environmental & Facilities Supt.: _____
- Doug Brown, Manager of Operations & Facilities: _____
- Mark McCaig, CAO: _____
- Paul Ryan, Chair O& F Exec Committee: _____
- Roy Avis, Mayor: _____
- June Caul, Councillor: _____
- John Albanese, Councillor: _____
- Wendy Brunetta, Councillor: _____
- Doug Kitowski, Councillor: _____
- Ken Perry, 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 Randy White, Senior WTP Operator at 274-2325.

Monthly Report February 2015

Flow Data FEBRUARY	Units	2013		2014		2015	
		Day of the Month		Day of the Month		Day of the Month	
Total Raw Water	m ³		125770		139720		146690
Raw Maximum Day	m ³	Sunday 10th	5910	Friday 28th	6020	Tuesday 24th	6120
Raw Minimum Day	m ³	Wednesday 13th	3480	Friday 10th	4560	Monday 2nd & Thursday 12th	4850
Raw Average Daily Consumption	m ³		4490		4990		5240
Total Treated Water	m ³		107000		124530		107690
Treated Water Maximum Day Consumption	m ³	Thursday 07th	4820	Thursday 27th	5470	Saturday 28th	4470
Treated Water Minimum Day Consumption	m ³	Friday 15th	3490	Tuesday 07th	3580	Thursday 12th	3340
Treated Water Average Day Consumption	m ³		3820		4450		3850
Daily Average Per Household Consumption Rate	m ³		1.010		1.176		1.018
* Daily Average Per Person Consumption Rate	m ³		0.478		0.557		0.482
Monthly Averages - Operating Parameters WTP:							
FAC Residual - Treated Water	mg/L		1.73		1.80		1.94
Total Chlorine Residual - Treated Water	mg/L		2.10		2.13		2.22
Aluminum Sulphate - Raw Water	mg/L		34.0		34.0		37.5
Aluminum Sulphate - Treated Water Residual	mg/L		0.07		0.06		0.06
Fluoride - Treated Water	mg/L		0.61		0.57		0.57
Soda Ash - Raw Water	mg/L		34.0		34.0		36.4
PH - Adjusted	mg/L		7.32		7.04		7.12
Temperature	C		2.00		2.00		2.00
Quantity of Chemical Used:	kg						
Aluminum Sulphate	kg		4276.2		4750.5		5499.3
Polyelectrolyte	kg		75.0		37.5		62.5
Chlorine Gas	kg		388		479		542
Soda Ash - Used for PH Adjustment	kg		4276.2		4750.5		5341.9
Fluoride	kg		345		473		290

* 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	Total	Average
		or Range																														
Flow rates																																
Raw Water	10^3 M^3	17	5.33	4.85	5.15	5.20	5.15	5.20	5.08	5.48	4.89	5.15	5.10	4.85	5.36	5.22	5.27	5.34	4.91	5.21	5.20	5.20	5.42	5.18	5.62	6.12	5.45	5.21	5.20	5.35	146.69	5.24
Peak Instantaneous - Raw Water	L/s	n/a	60.27	60.38	60.41	60.58	60.42	60.40	60.41	60.44	60.49	60.41	60.39	60.00	59.65	59.57	59.35	60.90	60.87	60.86	60.84	60.83	60.81	60.85	71.40	71.47	71.44	60.99	60.95	60.94	1726.32	61.65
Treated Water	10^3 M^3	17	3.97	3.75	3.58	3.71	3.74	3.79	3.61	4.01	3.68	3.86	3.82	3.34	4.27	3.72	3.82	3.85	3.87	3.48	3.79	4.19	3.75	4.06	4.11	3.87	3.70	3.74	4.14	4.47	107.69	3.85
Peak Instantaneous - Treated Water	L/s	n/a	77.36	82.98	80.77	68.46	68.17	68.69	110.97	96.40	99.74	104.72	84.61	83.27	81.87	81.22	82.68	99.39	91.86	68.17	102.75	84.81	79.18	81.62	79.57	83.61	93.80	84.49	83.09	83.56	2387.81	85.28
BackWash Water	10^3 M^3	n/a	0.220	0.238	0.217	0.223	0.242	0.218	0.465	0.218	0.225	0.236	0.217	0.227	0.224	0.216	0.225	0.215	0.215	0.230	0.238	0.216	0.239	0.237	0.216	0.226	0.237	0.215	0.229	0.144	6.47	0.231
Fluoride Information																																
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.55	0.51	0.61	0.52	0.51	0.58	0.50	0.52	0.51	0.56	0.51	0.61	0.63	0.65	0.65	0.65	0.63	0.55	0.57	0.55	0.60	0.61	0.52	0.52	0.54	0.62	0.58	0.62	15.98	0.57
Turbidity Information																																
Raw Water	NTU	n/a	0.35	0.37	0.41	0.42	0.44	0.40	0.46	0.43	0.39	0.35	0.37	0.38	0.35	0.32	0.37	0.39	0.41	0.46	0.43	0.39	0.37	0.45	0.48	0.39	0.36	0.40	0.39	0.34	11.07	0.40
Settled Water	NTU	n/a	0.09	0.12	0.11	0.12	0.13	0.16	0.10	0.09	0.11	0.10	0.12	0.14	0.12	0.12	0.14	0.10	0.14	0.14	0.14	0.12	0.14	0.11	0.14	0.15	0.14	0.11	0.12	0.13	3.45	0.12
Treated Water	NTU	1	0.05	0.06	0.09	0.08	0.09	0.10	0.10	0.08	0.09	0.08	0.06	0.05	0.06	0.07	0.05	0.04	0.09	0.07	0.08	0.05	0.07	0.05	0.08	0.09	0.1	0.10	0.08	0.06	2.07	0.07
Other Operating Parameters																																
pH - Treated Water	no units	6.5 to 8.5	7.12	7.09	6.92	6.97	6.99	7.05	7.18	7.10	7.16	7.22	7.17	7.10	7.15	7.11	7.21	7.19	7.00	7.06	7.10	7.12	7.05	7.10	7.00	7.16	7.2	7.36	7.26	7.11	199.25	7.12
pH - Settled water	no units	n/a	6.39	6.41	6.33	6.39	6.40	6.37	6.70	6.66	6.73	6.82	6.70	6.66	6.71	6.69	6.57	6.71	6.45	6.37	6.41	6.35	6.47	6.52	6.36	6.31	6.55	6.98	6.77	6.85	183.63	6.56
pH - Raw Water	no units	n/a	6.89	6.88	6.67	6.66	6.69	6.63	6.67	6.74	6.78	6.70	6.69	6.80	6.82	6.89	6.81	6.93	6.76	6.83	6.85	6.89	6.81	6.91	6.85	6.75	6.7	6.78	6.82	6.70	189.90	6.78
FAC - Treated Water	mg/l	0.2 to 4	2.1	2.08	1.92	1.97	2.01	1.96	1.94	1.9	2.03	2.05	2.01	1.75	1.81	1.88	1.8	1.86	1.9	2.04	1.9	1.98	1.85	1.88	1.70	2.00	2.15	2.14	1.89	1.88	54.38	1.94
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.26	2.25	2.28	2.30	2.28	2.28	2.24	2.34	2.30	2.40	2.29	2.15	2.10	2.09	2.01	2.10	2.09	2.18	2.15	2.20	2.07	2.01	1.91	2.36	2.42	2.46	2.28	2.28	62.08	2.22
Temperature	C	15	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	56.0	2.00
Fluoride used (Total Daily Consumption)	kg	n/a	10.0	10.0	10.0	10.0	10.0	10.0	9.0	11.0	9.0	10.0	10.0	10.0	11.0	10.0	10.0	11.0	9.0	10.0	11.0	11.0	10.0	11.0	11.0	12.0	11	11.0	11.0	11.0	290.0	10.36
Chlorine used (Total Daily Consumption)	kg	n/a	20.0	18.0	19.0	19.0	18.0	19.0	18.0	21.0	18.0	19.0	18.0	18.0	20.0	18.0	19.0	20.0	18.0	19.0	19.0	20.0	20.0	19.0	23.0	25.0	21.0	18.0	19.0	19.0	542.0	19.36
Soda ash (Total Daily Consumption)	kg	n/a	190.3	173.1	183.9	189.8	188.0	189.8	185.4	200.0	178.5	188.0	186.2	177.0	195.6	190.5	192.4	194.9	179.2	190.2	189.8	189.8	197.8	189.1	205.1	223.4	198.9	190.2	189.8	195.3	5341.9	190.78
Soda Ash - Dosage	mg/l	n/a	35.7	35.7	35.7	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	36.5	1019.6	36.41
Alum residual - (Total Daily Consumption)	kg	n/a	199.3	181.4	192.6	195.0	193.1	195.0	190.5	205.5	183.4	193.1	191.3	181.9	201.0	195.8	197.6	200.3	184.1	195.4	195.0	195.0	203.3	194.3	210.8	229.5	204.4	195.4	195.0	200.6	5499.3	196.41
Alum residual - Dosage	mg/l	n/a	37.4	37.4	37.4	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	37.5	1049.7	37.49
Alum residual - Treated Water	mg/l	0.1	0.06	0.06	0.05	0.06	0.05	0.04	0.07	0.04	0.06	0.08	0.08	0.06	0.04	0.06	0.05	0.06	0.09	0.09	0.08	0.09	0.08	0.07	0.05	0.06	0.06	0.1	0.07	0.07	1.79	0.06
Poly bags added (25 kg bags)	kg				0.5			0.5										0.5					0.5					0.5			62.5	

March 31, 2015

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

SUBJECT: Tender 15-OF-09 - Supply of Three Pick Up Trucks

As you are aware the approved 2015 capital budget included the purchase of three ½ ton trucks; one (1) pick-up truck for the Parks Area, and one (1) pick-up truck for the Public Works Area of the Operations & Facilities Division and one (1) pick-up truck for the Community Service Division. The total approved capital budget is \$106,000. Tender packages were hand delivered on February 23, 2015 to the local dealers (Dodge, GMC and Ford). The tender call was advertised on February 25, 2015 in the Fort Frances Times with the tender closing on Tuesday, March 31st, 2015 at 2:00 p.m. The tender documents and specifications were developed to be generic in nature to ensure all three (3) main truck manufacturers (Dodge, GMC and Ford) could meet the specifications and that the Town could select the low tender.

There were 4 tenders submitted from 4 different suppliers for each pick-up 3.3.1 truck and one supplier provided two bids for 3.3.2 truck; one for a super crew cab (full size doors) and another for a quad cab (smaller rear doors) arrangement. All four of the pick-up trucks tendered did not meet all the tender specifications for 3.3.1 truck and all five of the pick-up trucks tendered did not meet all the tender specifications for 3.3.2 truck. Please find attached a spreadsheet outlining the tender results and details where each tendered pick-up truck did not meet the required specifications. Also the Dryden GMC Ltd. HST amount is less than 13 % by \$16.25 and is reduced from the HST total as the licencing fee is not taxable.

The Operations and Facilities Executive Committee recommends the following;

- 1) That the one (1) ½ ton pick up truck known as truck 3.3.1 as outlined in the tender documents 15-OF-09 (2-wheeled drive, four doors) be awarded to Jim MacDonald Motors Ltd. at a total cost of \$28,803.70 (all taxes included).
- 2) That the two (2) ½ ton pick up trucks known as truck 3.3.2 as outlined in the tender documents 15-OF-09 (4-wheeled drive, four doors (quad cab) be awarded to Jim MacDonald Motors Ltd. at a total cost of \$56,279.39 (all taxes included).

Respectfully Submitted
Operations & Facilities Division



Doug Brown, P. Eng.
Operations and Facilities Manager

Council approval of this report will ensure the following;

- 1) That the one (1) ½ ton pick up truck known as truck 3.3.1 as outlined in the tender documents 15-OF-09 (2-wheeled drive, four doors) be awarded to Jim MacDonald Motors Ltd. at a total cost of \$28,803.70 (all taxes included).
- 2) That the two (2) ½ ton pick up trucks known as truck 3.3.2 as outlined in the tender documents 15-OF-09 (4-wheeled drive, four doors (quad cab) be awarded to Jim MacDonald Motors Ltd. at a total cost of \$56,279.39 (all taxes included).

2015Marchhalftrontrucktender15-of-09

1- 1/2 Ton- 2 wheeled drive, four door truck (3.3.1 truck)

	Dryden	MacDonald	Sunset Country	Westend	Westend
	Chevrolet Buick				
	GMC Ltd.	Motors Ltd.	Ford	Motors Inc.	Motors Inc.
Unit Price	\$26,262.08	\$25,490.00	\$30,707.00	\$26,900.00	
HST	\$3,397.82	\$3,313.70	\$3,991.91	\$3,497.00	
Total	\$29,659.90	\$28,803.70	\$34,698.91	\$30,397.00	
Net Cost	\$26,724.29	\$25,938.62	\$31,247.44	\$27,373.44	
to Town					
Difference from low bid	\$856.20		\$5,895.21	\$1,593.30	

			No, Body not all steel construction military grade aluminum body panels, keyless entry with only 2 keys (lazer cut keys available at a cost), No tow hooks. 6 speed transmission, 4 wheel discs brakes with ABS, Battery undersized ,Service manual not available (rent on-line), no undercoating	No, 6 speed transmission, 4 wheel discs brakes with ABS, Brochure no pictures of vehicle, Service & Operator's manual not available (can provide information if requested)
Meets tender specifications	No, 6 speed transmission, 4 wheel discs brakes with ABS, Service manual not available, No line or Chassis cards	No, Body not all steel construction, 6 speed transmission, 4 wheel discs brakes with ABS, Service manual not available. No Line or Chassis cards		

2- 1/2 Ton 4- wheel Drive Quad or Super Crew Cab Four Door Pick-up Truck (3.3.2 truck)

	Dryden	MacDonald	Sunset Country	Westend	Westend
	Chevrolet Buick				
	GMC Ltd.	Motors Ltd.	Ford	Motors Inc.	Motors Inc.
Unit Price	\$57,051.30	\$55,306.00	\$68,656.01	\$61,800.00	\$56,600.00
HST	\$7,384.18	\$7,189.78	\$8,925.28	\$8,034.00	\$7,358.00
Total	\$64,435.48	\$62,495.78	\$77,581.29	\$69,834.00	\$63,958.00
Net Cost	\$58,055.40	\$56,279.39	\$69,864.36	\$62,887.68	\$57,596.16
to Town					
Difference from low bid	\$1,939.70		\$15,085.51	\$7,338.22	\$1,462.22

			No, Body not all steel construction military grade aluminum body panels, 40/20/40 front seat (not full width bench),keyless entry with only 2 keys (lazer cut keys available at a cost), 6 speed transmission, 4 wheel discs brakes with ABS, Battery under sized, Service manual not available (rent on-line), no undercoating	No, 40/20/40 front bench (not full width bench), Truck rack undersized 1500 lbs rating not 1700 lbs as specified, 6 speed transmission, 4 wheel discs brakes with ABS, Service & Operator's manual not available (can provide information if requested),	No, 40/20/40 front bench (not full width bench), Truck rack undersized 1500 lbs rating not 1700 lbs as specified, 6 speed transmission, 4 wheel discs brakes with ABS, Service & Operator's manual not available (can provide information if requested),
Meets tender specifications	No, 6 speed transmission, 4 wheel discs brakes with ABS, Service manual not available, No line or Chassis cards	No, Body not all steel construction, 6 speed transmission, 4 wheel discs brakes with ABS, Service manual not available. No Line or Chassis cards			

	4 Forward Facing Doors where two smaller rear doors- double cab model	4 Forward Facing Doors where two smaller rear doors- double cab model	4 Full size Forward Facing Doors	4 Full size Forward Facing Doors	4 Forward Facing Doors where two smaller rear doors- Quad cab model
Door Arrangement					
Total Budget	\$106,000.00	\$106,000.00	\$106,000.00	\$106,000.00	
Total Cost to the Town	\$84,779.70	\$82,218.01	\$101,111.80	\$90,261.12	
Saving	\$21,220.30	\$23,781.99	\$4,888.20	\$15,738.88	

Tom Batiuk/Frances
03/31/2015 05:02 PM

To Melissa Swain <melissa@explorersolutions.ca>
cc Doug Brown/Frances
bcc
Subject RE: Training Opportunity - Airport Familiarization 

Hello Melissa

I have forwarded this onto my manager for him to take a look at. We will get back to you shortly if there is any interest in taking this. Thanks,

Tom Batiuk
Airport Supervisor
Fort Frances, Ontario
CYAG
(807) 274-3930
(807) 274-9392 fax
tbatiuk@fort-frances.com

Melissa Swain <melissa@explorersolutions.ca>

27/03/2015 05:03 PM GMT

To "tbatiuk@fort-frances.com"
<tbatiuk@fort-frances.com>

cc

bcc

Subject RE: Training Opportunity - Airport Familiarization

Hello Tom,

Thanks for the quick response. We are looking at June 3 if we can secure enough to hold the course. We aim to have 8 attendees per seminar. We were considering Kenora as the host location, unless your region had enough interest in which case we could host at your airport. How many people are you thinking Fort Frances might consider sending? Do you have any further questions about the seminar itself?

Thanks

Melissa
519-371-4964

From: tbatuik@fort-frances.com [tbatuik@fort-frances.com]
Sent: Thursday, March 26, 2015 10:04 AM
To: Melissa Swain
Subject: Re: Training Opportunity - Airport Familiarization

Hello Melissa,

We are always interested in these kinds of opportunities. Can you please tell me where this will be hosted and the dates associated? I may be able to attend myself or have a few municipal members attend with some more solid plans and a location. Thanks,

Tom Batiuk
Airport Supervisor
Fort Frances, Ontario
CYAG
(807) 274-3930
(807) 274-9392 fax
tbatuik@fort-frances.com

[IMAGE]

Melissa Swain
<melissa@explorersolutions.ca>

25/03/2015 06:36 PM GMT

[IMAGE] [IMAGE]

] "tbatuik@fort-frances.com"
To <tbatuik@fort-frances.com>

[IMAGE] [IMAGE]

]

cc

[IMAGE] [IMAGE]

]

bcc

[IMAGE] [IMAGE]

]

Subject

t

[IMAGE] [IMAGE]

]

Training Opportunity - Airport Familiarization

Hi Tom

My name is Melissa Swain - I work for Explorer Solutions, an airport planning company out of Montreal. I wanted to touch base with you regarding to a seminar that we are putting on up your way in the next few months.

The seminar is called Airport Familiarization and is geared towards individuals that have to make decisions on airport development, operations and sustainability, but may not be familiar enough with the ins and outs of airport management. It was designed to review all of the key aspects of airport operations and management which leads to the seminar covering multiple topics. These topics will range from Transport Canada Rules and Regulations to innovative marketing and revenue generating strategies for the airports.

Anyone is welcome, but other regions have found it most beneficial to send council members, airport board members and County/Township/City staff, such as departments with a focus on

public works, communication, economic development, senior management etc.

We would like to see how many people from your airport/council would be interested if we held our Airport Familiarization Seminar in your area. If you have eight people or more from your airport/region, we can host a “private” seminar at your airport. If you don't, that's ok too. We can draw on your neighbouring airports and communities to help fill the seminar up. The course has been developed for local and regional airports (registered and/or certified) and we can adapt the content and presentation to match the people in attendance.

Please see the attached syllabus and information sheet and send it out to any council member or mayor that may be interested. A certificate will also be issued after the course has been completed.

I will follow up with you either at the end of this week or sometime during next week to see if I can answer any questions you may have.

Sincerely,

Melissa Swain

Aircraft Landings 2015
As of March 31, 2015 Statistics - Page 1/2

Month	Bearskin Flights			Bearskin- Passengers			Government			Private			Med-I-vacs			International			Commercial			Totals			Variance
	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015	2014	2013	2015-2014
January	76	79	79	256	311	306	6	0	0	6	5	11	43	41	33	4	2	2	42	67	40	177	194	165	-17
February	67	74	75	241	308	370	2	0	7	7	5	16	36	22	49	3	5	2	40	50	46	155	156	195	-1
March	78	82	87	341	346	435	5	3	6	30	10	13	36	40	40	5	0	7	38	52	47	192	187	200	5
1/4 Total	221	235	241	838	965	1111	13	3	13	43	20	40	115	103	122	12	7	11	120	169	133	524	537	560	-13
April		74	83		276	448		2	1		18	26		22	34		1	4		47	49	0	164	197	-164
May		81	89		308	408		6	7		24	45		23	43		30	25		76	71	0	240	280	-240
June		77	86		292	400		7	4		37	66		35	27		89	75		69	49	0	314	307	-314
1/2 Total	221	467	499	838	1841	2367	13	18	25	43	99	177	115	183	226	12	127	115	120	361	302	524	1255	1344	-731
July		75	87		230	378		7	6		35	52		18	37		59	79		59	55	0	253	316	-253
August		71	88		241	390		3	1		37	74		26	24		65	67		57	68	0	259	322	-259
September		73	78		254	432		1	5		22	43		37	41		32	44		65	42	0	230	253	-230
3/4 Total	221	686	752	838	2566	3567	13	29	37	43	193	346	115	264	328	12	283	305	120	542	467	524	1997	2235	-1473
October		76	92		309	398		3	0		24	28		42	35		12	12		51	57	0	208	224	-208
November		80	85		286	309		3	3		8	7		28	32		3	6		39	39	0	161	172	-161
December		52	69		203	216		0	0		4	2		25	26		1	0		29	34	0	111	131	-111
Total	221	894	998	838	3364	4490	13	35	40	43	229	383	115	359	421	12	299	323	120	661	597	524	2477	2762	-1953

Fort Frances Airport- Page 2/2 - Fuel Sales - As of March 31, 2015

Fuel Sales Recap - 2015									2014	2013	2012	2011	2010	2009	2008	2007	8 year	Variance 2015-
Month	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	Average	2014
	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	2014 to 2007	month
January	764	764	7,427	7,427	501	501	8,692	8,692	11,543	7,216	10,252	7,308	10,971	15,989	29,926	16,283	13,686	-2,851
February	1,291	2,055	9,940	17,367	0	501	11,231	19,923	12,304	6,197	6,918	3,687	5,782	13,135	21,134	11,782	10,117	-1,073
March	760	2,815	17,035	34,402	0	501	17,795	37,718	10,508	12,077	9,329	10,390	15,539	9,612	27,435	19,969	14,357	7,287
April		2,815		34,402	0	501	0	37,718	8,377	4,453	8,251	5,294	24,825	10,676	22,466	28,609	14,119	-8,377
May		2,815		34,402	0	501	0	37,718	29,753	18,350	21,891	19,790	25,375	24,033	30,287	47,258	27,092	-29,753
June		2,815		34,402	0	501	0	37,718	30,789	22,786	23,537	25,723	27,768	22,395	35,995	40,736	28,716	-30,789
July		2,815		34,402	0	501	0	37,718	14,441	19,232	32,650	19,124	30,455	24,925	33,390	44,875	27,387	-14,441
August		2,815		34,402	0	501	0	37,718	20,450	20,075	30,783	21,467	33,139	28,250	40,177	41,630	29,496	-20,450
September		2,815		34,402	0	501	0	37,718	21,837	18,005	19,431	22,511	23,363	18,937	28,822	30,341	22,906	-21,837
October		2,815		34,402	0	501	0	37,718	15,472	13,109	11,325	13,677	15,033	21,304	16,631	28,020	16,821	-15,472
November		2,815		34,402	0	501	0	37,718	7,238	6,398	8,170	6,785	17,747	10,754	16,951	16,842	11,361	-7,238
December		2,815		34,402		501	0	37,718		2,028	8,179	2,446	7,641	7,596	13,083	14,733	6,963	0
Total	2,815		34,402		501		37,718		182,712	149,926	190,716	158,202	237,638	207,606	316,297	341,078	228,780	-3,924

37,718

- Lowest month in last 7 years
- Highest month in last 7 years
- Highest month
- lowest month

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
(February 2015)

STAFFING:

See Operations Statistics (February) 2015 prepared by M. Strachan, Superintendent of Transportation

OVERTIME HOURS - Equivalent Straight Time Hours

See Operations Statistics (February) 2015 prepared by M. Strachan, Superintendent of Transportation

WATER DISTRIBUTION:

Water Main Breaks:

- Number of water main breaks: None

Hydrant Repairs:

- Number of hydrant repairs: None

Hydrant Replacements:

- Number of hydrant replacements: None

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of water main valve repairs: None

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water service breaks: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Four (4)
 - 228 Sixth St. E. (2), 724 First St. W. and 912 Sixth St. E.

Frozen Water Services:

- Number of frozen water services: Six (6)
 - 133 Fourth St. W., 701 Sixth St. W., 1004 Crowe Ave., 909 Christie Ave. N., 923 Crowe Ave.
 - and 1027 Victoria Ave. N.

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: None

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: None

Backflow Prevention - Testing:

- Number of backflow preventers tested: Twenty-Seven (27)
 - 900 Fifth St. W., 221 Scott St., 325 Scott St., 1509 School Rd., 400 Scott St., 675 Flinders Ave. (3),
 - 555 Flinders Ave., 820 Fifth St. E., 214 Scott St., 343 Scott St., 232 Scott St., 360 Scott St.,
 - 1000 McIrvine Rd. N., 283 Scott St., 511 Victoria Ave., 740 Sixth St. W., 800 Fifth St. W.,
 - 930 Fifth St. W., 400 Portage Ave., 835 McKenzie Ave., 830 Portage Ave., 500 King's Hwy.,
 - 279 Scott St., 1100 Scott St. and 404 Scott St.

Other Information:

- Summarized final costs for invoicing, associated with private works
- February 3, 2015 - Couchiching F. N. - thawed a water service at 307 King's Hwy.
- February 10, 2015 - Resolute F. P. - repaired a fire hydrant, within the mill yard.
- February 23 - 27, 2015 - P. Lemesurier and T. George attended a Water Distribution Level I-II-III course in Dryden, Ontario - Keewaytinook Centre.

WATER TREATMENT PLANT:

- February 2015 - In receipt of the Water Treatment Plant Monthly Report.

SEWERAGE COLLECTION:

Wastewater Main Backups:

- Number of wastewater main backup: None

Wastewater Manhole Repairs:

- Number of wastewater manhole repairs: None

Sewer Service Repairs:

- Number of sewer service repairs: One (1)
 - 1231 First St. E.

Other Information:

- Cleaned eight (8) plugged sewer services at the following locations:
 - 511 Second St. E., 1013 Second St. E. (2), 558 Scott St., 1204 Scott St., 804 Wright Ave.,
 - 710 Fifth St. W. and 1246 Cornwall Ave. N.

Private Works:

- CCTV inspected and traced various building sewer services.
- February 6, 2015 - Couchiching F. N. - Cleaned plugged sanitary sewer main on Mainville Rd. using vactor truck.
- February 17, 2015 - 1305 Mill Rd. (Lakeview Trailer Park) - Cleaned sanitary sewer mains using vactor truck.
- February 24, 2015 - 360 Scott St. - CCTV'd the sewer service from cleanout inside house towards the main
- Performed locates for other utilities.

WASTE-WATER TREATMENT FACILITY:

- In receipt of the Wastewater Treatment Facility Monthly Report for February 2015.

WASTE MANAGEMENT:

Garbage Collection:

- Number of complaints regarding garbage collection:
 - Town - 0 complaints, Asselin's - 2 complaints

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning properly during this period.

- Amount of residential waste delivered to the landfill:
 - 110,320 kgs (110.32 tonnes)
- Amount of ICI waste delivered to the landfill:
 - 205,790 kgs (205.79 tonnes)

Recycling:

- Number of complaints regarding recycled materials:
 - Town - 0 complaints, Asselin's - 0 complaints
- Amount of recycled waste diverted from the landfill:
 - 16,400 kgs (16.40 tonnes) Metro

Prepared By: _____

Environmental & Facilities Superintendent

Date: _____

2015- tonnage at landfill site- up-dated April 1st, 2015

MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2014 Total Tonne	Average last 8 years Total Tonne	2015 Total Tonne	2014 Total Fees	Average last 8 years Fees 2007 to 2014	2015 Fees	2015-2014 Tonnes	2015-2014 Fees
JAN	147.69	39.65	214.43	57.57	10.33	2.77	83.64	376.54	358.23	372.45	\$18,990.70	\$19,078.66	\$22,076.55	-4.09	\$2,997.89
FEB	110.32	34.07	205.79	63.55	7.71	2.38	10.29	331.57	303.57	323.82	\$17,730.70	\$16,650.51	\$17,311.55	-7.75	\$661.04
MAR	171.11	38.30	267.42	59.85	8.28	1.85	0.00	347.04	409.34	446.81	\$18,869.70	\$23,107.28	\$25,940.55	99.77	\$2,833.27
APRIL		#DIV/0!		#DIV/0!		#DIV/0!		500.42	569.78	0.00	\$28,891.30	\$32,908.43			
MAY		#DIV/0!		#DIV/0!		#DIV/0!		756.65	721.08	0.00	\$42,047.80	\$41,342.77			
JUNE		#DIV/0!		#DIV/0!		#DIV/0!		725.30	816.36	0.00	\$44,815.30	\$42,253.75			
JULY		#DIV/0!		#DIV/0!		#DIV/0!		661.29	683.08	0.00	\$37,863.20	\$40,976.57			
AUG		#DIV/0!		#DIV/0!		#DIV/0!		547.91	628.81	0.00	\$32,880.80	\$37,269.88			
SEPT		#DIV/0!		#DIV/0!		#DIV/0!		697.87	637.62	0.00	\$38,838.70	\$36,887.25			
OCT		#DIV/0!		#DIV/0!		#DIV/0!		648.58	641.16	0.00	\$38,154.80	\$37,889.98			
NOV		#DIV/0!		#DIV/0!		#DIV/0!		558.35	558.58	0.00	\$29,302.30	\$31,434.38			
DEC		#DIV/0!		#DIV/0!		#DIV/0!		449.26	386.07	0.00	\$24,963.10	\$23,643.32			
Average per monthly	143.04	37.34	229.21	60.32	8.77	#DIV/0!	31.31	550.07	559.47	95.26	\$31,112.37	\$31,953.56	\$21,776.22		
Total	429.12		687.64		26.32		93.93			1143.08	\$373,348.40	\$383,442.77	\$65,328.65	87.93	\$6,492.20
												Actual	\$65,328.65		
Town of Fort Frances Tonnage	1116.76											Budget	\$370,684.00		
Total Tonnage	1143.08											Forecasted	\$261,314.60		
Residential Tonnage	429.12	37.54%										Difference	-\$109,369.40		
ICI Tonnage	687.64	60.16%													
Coverage material	93.93														