

# TOWN OF FORT FRANCES

AGENDA - July 13, 2015

## COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 026) 4:30 PM

Page

### **1. Call to Order**

### **2. Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**

### **3. Disclosure of pecuniary interest and the general nature thereof.**

### **4. In-Camera:**

4.1 Identifiable Individual - Employment Update (Human Resources Manager)

4.2 Identifiable Individual - Facility Patron (CAO)

4.3 Identifiable Individual - Board Structure (Mayor Avis)

4.4 Disposition of Land - Inquiry for Municipal Land (CAO)

### **5. Public Session Resumes in Council Chambers:**

### **6. Council Reports on Board & Committee Activity:**

6.1 Verbal report from Mayor Avis

6.2 Verbal report from Councillor Kitowski

6.3 Verbal report from Councillor Perry

6.4 Verbal report from Councillor Ryan

### **7. Consent Agenda:**

7.1 Waiving of Sign Permit Requirements 4 - 6  
- approval of this report will authorize the waiving of permit requirements for the signs that have been installed

7.2 1108 Second St. E. - Minor Variance A4/2015: Request for refund of Fee 7 - 8

- approval of this report will authorize a refund of the fee of \$268.40 to the owners of 1108 Second Street East for minor variance A4/2015.
- 7.3 May 2015 Drinking Water Systems Monthly Summary Report 9 - 17
  - approval of this report will accept and approve the May 2015 report as presented.
- 7.4 Drinking Water Quality Management System (DWQMS) - 18 - 20
  - Management Review Meeting - Endorsement by Owners
  - approval of this report will ensure that Council has reviewed the agenda package and minutes of the management review meeting held on June 30, 2015 and that Council has reviewed and accepted the four action items identified and outlined in this report.
- 7.5 Supply of New Heavy Duty Mechanical Broom Sweeper and 21 - 24
  - Trade-In of 2001 Elgin Whirlwind Vacuum Truck (Tender 15-OF-06)
  - approval of this report will award the tender to Joe Johnson Equipment Inc. at a total cost of \$349,520.30 (all taxes included), and further that an appropriate by-law be prepared.
- 7.6 Seniors Community Grant Program Approval 25 - 26
  - approval of this report will sanction the grant agreement and approve the Mayor and Clerk to execute the agreement and resubmit to Ontario Seniors Secretariat, and that an appropriate by-law be considered during tonight's Council meeting.

## **8. Administration and Finance Division:**

- 8.1 Strategic Planning Meeting Per Diem Claim - Councillor 27 - 28
  - Kitowski
  - approval of this report will agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim of \$150.00 for attendance at Strategic Planning Meeting June 11, 2015.
- 8.2 Strategic Planning Meeting Per Diem Claim - Councillor Perry 29 - 30
  - approval of this report will agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim of \$150.00 for attendance at Strategic Planning meeting on June 11, 2015.
- 8.3 NOMA Board Meeting Per Diem Claim - Councillor Perry 31 - 32

	- approval of this report will agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim of \$150.00 for attendance at NOMA Board Meeting held in Thunder Bay on June 17, 2015.	
8.4	Strategic Planning Meeting Per Diem - Councillor Brunetta - approval of this report will agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim of \$150.00 for attendance at Strategic Planning Meeting June 11, 2015.	33 - 34
8.5	Strategic Planning Meeting Per Diem Claim - Councillor Albanese - approval of this report will agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim of \$150.00 for attendance at Strategic Planning Meeting June 11, 2015.	35 - 36
<b>9.</b>	<b>Operations and Facilities Division:</b>	
9.1	Verbal Update on Capital Projects	
<b>10.</b>	<b>General:</b>	
10.1	Point Park Dock Report from Frank Sheppard, Fire Chief/CEMC	37
<b>11.</b>	<b>Information:</b>	
11.1	Building Statistics - June 2015	38 - 42
11.2	Annual Energy Consumption Submission & Review ** additional spreadsheets are available from the agenda for the July 8, 2015 Operations & Facilities Executive Committee	43 - 44
11.3	Operations & Facilities Division - Environmental Area - Statistics (April and May 2015)	45 - 51
<b>12.</b>	<b>Non-agenda items:</b>	
<b>13.</b>	<b>ADJOURNMENT</b>	

Date: July 6, 2015

Report To: Mayor and Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Waiving of Sign Permit Requirements.

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At the Planning & Development Executive Committee meeting that was held on July 3, 2015 a signage request that was made to Operations & Facilities & By-Law Enforcement by 5 businesses located in the area of the King's Highway reconstruction, watermain and sewer replacement was discussed.

Please find attached a copy of the report that was discussed at the Planning & Development Executive Committee meeting.

The Planning & Development Executive Committee is recommending that Council approve the waiving of permit fees for the signage that has been installed advising the public of alternate routes to access the businesses located in the area of the road project.

Respectfully submitted,



Patrick Briere  
By-Law Enforcement Officer

**Council approval of this report will:** authorize the waiving of permit requirements for the signs that have been installed.

Date: June 24, 2015

Report To: Planning & Development Executive Committee

From: Patrick Briere, By-Law Enforcement Officer

Re: Waiving of Sign Permit Requirements.

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The Town has been approached by 5 businesses that are located in the area of the King's Highway reconstruction, watermain and sewer replacement in regards to having some signage displayed along the detour route during the project.

The reason that this has been brought forward to Planning & Development Executive Committee is because the placement of these signs will fall under the Sign By-Law #19/10 which requires temporary signs to be permitted. The signage will be similar in size to the current street signs in the area and will be following the Go Local colour schemes. The signage will be installed by Operations & Facilities, using the current sign posts in the area as well. By-Law Enforcement and Operations & Facilities are both in agreement that the placement of these signs will not interfere with any of the traffic control signs that are being installed to help improve the traffic flow on the detour route during border line ups. At the completion of the project Operations & Facilities will have all signage removed.

We are asking that the Planning & Development Executive Committee recommend to Council that we waive the permit requirements for these signs.

Respectfully submitted,



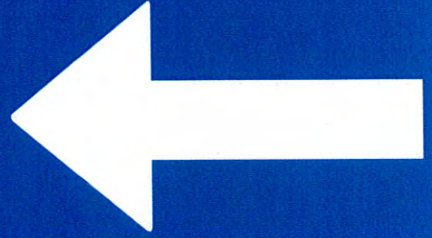
Patrick Briere  
By-Law Enforcement Officer



**OPEN DURING CONSTRUCTION  
PLEASE SUPPORT  
YOUR LOCAL BUSINESSES**

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**DR. J. MCGUIRE CHIROPRACTIC  
HUSKY GAS STATION  
SIMPLICITY - HAIR AND BODY  
SUBWAY  
TIM HORTONS**





# Report

TOWN OF FORT FRANCES  
 PLANNING & DEVELOPMENT DIVISION  
 Municipal Planner Report #MP-2015-11

**To:** Mayor and Council  
**From:** Faye Flatt, Municipal Planner  
**Date:** 9 July 2015  
**Subject:** **1108 Second St. E.**  
**Minor Variance A4/2015**  
**Request for refund of fee**

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The owners of the noted property applied for a minor variance seeking relief from the distance an accessory building is permitted to be from the main. The application was to accommodate a structure that did not require a building permit but for which posts had been installed in a location that did not comply with zoning regulations. The Committee of Adjustment (COA) approved the application. The COA then received a verbal request for a refund of the fee paid and fees anticipated for an Indemnification if one was required citing frustration on a number of issues and experiences since their house was destroyed by fire two years ago. The Committee OA supported the request.

To expedite process because of the reduced number of Council meetings in July and August, the Planning and Development Executive Committee received the recommendation from the COA (copy attached) at it's recently meeting on July 6, 2015. The property owner was present and advised the request would only include for the variance fee as the Indemnification would not be required.

## **Recommendation:**

Taking into consideration the recommendation of the COA and comments from the property owner, the PDEC supported the request and recommends to Council that the variance fee be refunded to the property owners.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Faye Flatt".

F. Flatt, AMCT, ACST, CPT  
 Municipal Planner  
 Att'd

**COUNCIL APPROVAL OF THIS REPORT WILL** authorize a refund of the fee of \$268.40 to the owners of 1108 Second Street East for minor variance A4/2015.

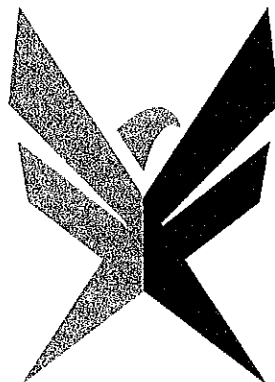


Planning & Development  
320 Portage Avenue

Municipal Planner  
N. Faye Flatt

Mailing Address:  
320 Portage Avenue  
Fort Frances, On  
P9A 3P9

Phone: 807.274.5323 ex. 275  
Fax: 807.274.8479  
Email: fflatt@fort-frances.com



# FORT FRANCES

## BOUNDLESS COMMITTEE OF ADJUSTMENT

2 July 2015

Mayor and Council  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, On  
P9A 3P9

**Re: Trent and Cyndee Madore  
1108 Second St. E.  
Request for Refund of Planning Application fees**

At it's regular meeting held Friday June 19, 2015 the Fort Frances Committee of Adjustment received and approved a minor variance request from Trent and Cyndee Madore for a reduction in the distance an accessory building is permitted to be from the main.

The property owners outlined the circumstances leading up to when the need for the variance was identified and based on those circumstances, requested a refund of \$327.70 being the fee for the minor variance (\$268.40) application and the Indemnification/Undertaking (\$59.30) that will enable them to start construction prior to the expiration of the legislated appeal period of the minor variance. It was their submission that had they been made aware of the requirement for spatial separation at the time the house addition and deck were being constructed and inspected, the variance would not have been necessary; And further that the Indemnification would not be required if not for the variance.

Based on the presentation by the property owners, the committee unanimously supported the request, and recommend to Council that the fees paid as set out above, be refunded to Mr. and Mrs. Madore.

Yours truly,

Jennifer Greenhalgh, A/Chair  
Committee of Adjustment  
Town of Fort Frances  
/ff



June 16, 2015

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: May 2015 Drinking Water Systems Monthly Summary Report**

Please find attached the May 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 May 2015 report as presented.

Respectfully submitted,  
Operations & Facilities Division



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

<p><b>Council approval of this report will</b> accept the May 2015 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.</p>
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c.c. – Doug Herr, Environmental & Facilities Supt.  
Randy White, Senior WTP Operator

03CouncilwaterreportMarch 2015

**May, 2015**

**Monthly Summary Report  
Water Systems**

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

**Dated: June 16, 2015**

## 1) **Introduction -**

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

- |                      |  |
|----------------------|--|
| May 4 <sup>th</sup>  | - cleaned all 4 check valves on the poly unit<br>- cleaned top and bottom tanks on the poly unit   |
| May 6 <sup>th</sup>  | - greased plant equipment<br>- calibrated soda ash and alum feeders<br>- flushed poly lines to the clarifiers                            |
| May 7 <sup>th</sup>  | - meeting with Ministry of the Environment   |
| May 8 <sup>th</sup>  | - Honeywell worked on High Lift Motors No. 1 and No.4  |
| May 12 <sup>th</sup> | - changed the filters on the dust collector  |
| May 15 <sup>th</sup> | - calibrated distributor chlorine analyzer<br>- took grab samples from all 4 filters<br>- worked on the chlorination system at the Tower |
| May 21 <sup>st</sup> | - working on new chlorination system   |
| May 26 <sup>th</sup> | - calibrated distribution chlorine analyzer  |
| May 27 <sup>th</sup> | - changed bearings and chain on clarifier No. 2  |

**8) Water Complaints –**

- Poor Pressure – 0 complaints
- Water Quality – 0 complaints

## 9) Other Miscellaneous Information:

- May 4<sup>th</sup>        - took weekly routine bacti samples.  
                   - took seasonal samples - soccer field.
- May 7<sup>th</sup>        - water main break repair - water samples - 560 Webster Ave. - 1<sup>st</sup> set.  
                   - hydrant replacement (HYD129) - water samples - 618 First St. W. at Morrison Cresc. - 1<sup>st</sup> set.  
                   - hydrant replacement (HYD146) - water samples - 654 Riverview Dr. - 1<sup>st</sup> set.
- May 11<sup>th</sup>       - took weekly routine bacti samples.  
                   - water main break repair - water samples - 560 Webster Ave. - 2<sup>nd</sup> set.  
                   - hydrant replacement (HYD129) - water samples - 618 First St. W. - 2<sup>nd</sup> set.  
                   - hydrant replacement (HYD146) - water samples - 654 Riverview Dr. - 2<sup>nd</sup> set.  
                   - season opening samples - Point Park.  
                   - valve replacement (VAL551) - water samples - Minnie Ave. at Front St. (N. Side) - 1<sup>st</sup> set.
- May 12<sup>th</sup>       - valve replacements (VAL440) - water samples - Frenette Ave. at Fifth St. E. (S. Side) - 1<sup>st</sup> set  
                   - valve replacement (VAL551) - water samples - Minnie Ave. at Front St. (N. Side) - 2<sup>nd</sup> set.  
                   - took micro samples at Sunny Cove  
                   - took quarterly samples at Sunny Cove
- May 13<sup>th</sup>       - valve replacements (VAL440) - water samples - Frenette Ave. at Fifth St. E. (S. Side) - 2<sup>nd</sup> set  
                   - hydrant replacement (HYD344) - water samples - Sorting Gap - 1<sup>st</sup> set
- May 14<sup>th</sup>       - hydrant replacement (HYD344) - water samples - Sorting Gap - 2<sup>nd</sup> set.  
                   - valve replacement (VAL523) - water samples - Third St. E. at Williams Ave. (E. Side) - 1<sup>st</sup> set  
                   - season opening - Point Park washroom
- May 19<sup>th</sup>       - took weekly routine bacti samples  
                   - frozen water line - 400 Central Ave. (Tourist Info. Centre) - 1<sup>st</sup> set  
                   - did quarterly samples at the Plant and Tower



- May 20<sup>th</sup>
- frozen water line - 400 Central Ave. (Tourist Info. Centre) - 2<sup>nd</sup> set
  - valve replacement (VAL523) - water samples - Third St. E. at Williams Ave. (E. Side) - 2<sup>nd</sup> set
  - water main break repair - Nelson St. (500 blk.) - water samples - 1<sup>st</sup> set
- May 21<sup>st</sup>
- water main break repair - Nelson St. (500 blk.) - water samples - 2<sup>nd</sup> set.
  - valve replacements (VAL211 & VAL212) - Mowat Ave. at Church St. (S. & E. Sides) - water samples - 1<sup>st</sup> set
- May 25<sup>th</sup>
- took weekly routine bacti samples
  - valve replacements (VAL211 & VAL212) – Mowat Ave. at Church St. (S. & E. Sides) - water samples - 2<sup>nd</sup> set
  - hydrant replacement (HYD068) - York Ave. at Eight St. W. - water samples - 1<sup>st</sup> set.
  - water main break repair - Lillie Ave. (500 blk.) - water samples - 1<sup>st</sup> set.
  - DWSP sampling
- May 27<sup>th</sup>
- hydrant replacement (HYD068) - York Ave. at Eight St. W. - water samples - 2<sup>nd</sup> set.
  - water main break repair - Lillie Ave. (500 blk.) - water samples - 2<sup>nd</sup> set.
  - service repair - Fort Frances Cemetery - 1<sup>st</sup> set
  - water main break repair – Sixth St. W. (200 blk.) - water samples - 1<sup>st</sup> set
- May 28<sup>th</sup>
- water main break repair - Sixth St. W. (200 blk.) - water samples - 2<sup>nd</sup> set
  - service repairs - Fort Frances Cemetery - 2<sup>nd</sup> set
  - temporary water line (Bay City) - Lillie Avenue - 1<sup>st</sup> set
  - temporary water line (Bay City) - York Avenue - 1<sup>st</sup> 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 May 2015**

Town of Fort Frances - WTP - 220000978  
May 2013/2014 vs 2015 Flow and Operating Data

Flow Data	MAY	Units	2013		2014		2015	
			Day of the Month		Day of the Month		Day of the Month	
Total Raw Water		m <sup>3</sup>		142840		167920		175810
Raw Maximum Day		m <sup>3</sup>		6170	Tuesday 27th	6440	Saturday 02nd	5940
Raw Minimum Day		m <sup>3</sup>		4050	Sunday 25th	4590	Friday 01st	5260
Raw Average Daily Consumption		m <sup>3</sup>		4610		5420		5670
Total Treated Water		m <sup>3</sup>		118680		142970		12010
Treated Water Maximum Day Consumption		m <sup>3</sup>	Friday May 17	4270	Monday 26th	5390	Sunday 03rd	4380
Treated Water Minimum Day Consumption		m <sup>3</sup>	Monday May 20	3410	Saturday 17th	4030	Monday 18th	3450
Treated Water Average Day Consumption		m <sup>3</sup>		3830		4610		3870
Daily Average Per Household Consumption Rate		m <sup>3</sup>		1.01		1.22		1.02
* Daily Average Per Person Consumption Rate		m <sup>3</sup>		0.48		0.58		0.48
Monthly Averages - Operating Parameters WTP:								
FAC Residual - Treated Water	mg/L			1.78		1.48		2.05
Total Chlorine Residual - Treated Water	mg/L			2.08		1.76		2.28
Aluminum Sulphate - Raw Water	mg/L			34		34.5		35.1
Aluminum Sulphate - Treated Water Residual	mg/L			0.06		0.04		0.05
Fluoride - Treated Water	mg/L			0.63		0.59		0.62
Soda Ash - Raw Water	mg/L			34		34.9		35.5
PH - Adjusted	mg/L			7.2		7.18		7.17
Temperature	C			6.5		6.5		10.4
Quantity of Chemical Used:	kg							
Aluminum Sulphate	kg			4856.6		5793.2		6182.4
Polyelectrolyte	kg			37.5		62.5		50.0
Chlorine Gas	kg			450		520		709
Soda Ash - Used for PH Adjustment	kg			4856.6		5860.3		6255.1
Fluoride	kg			350		358		427

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

\* Population is 7986

\* Number of Households is 3783

Town of Fort Frances - Water treatment Plant - Water Works # 220000978  
Monitoring Record  
May 2015

Operating Data			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
Units	*MAC or Range																																		
10 <sup>3</sup> M <sup>3</sup> / L/s	Flow rates																																		
	Raw Water	5.63	5.26	5.94	5.65	5.66	5.55	5.71	5.54	5.90	5.64	5.54	5.54	5.65	5.60	5.68	5.54	5.54	5.91	5.50	5.68	5.68	5.60	5.78	5.73	5.89	5.47	5.64	5.70	5.74	5.82	5.93	5.71	175.81	5.67
	Peak Instantaneous - Raw Water	65.80	65.81	65.86	65.84	65.88	65.84	65.84	65.83	65.89	65.94	65.95	65.92	65.85	65.88	65.91	66.04	66.09	65.44	66.01	66.18	66.46	66.81	66.77	66.77	66.82	66.8	66.89	67.08	67.35	67.47	67.23	2054.27	66.27	
	Treated Water	3.70	3.63	4.38	4.26	3.82	4.32	3.81	3.81	3.92	3.75	3.76	3.95	3.85	4.15	3.84	3.48	3.90	3.45	3.90	3.72	3.66	4.04	3.88	4.11	3.96	4.20	3.92	4.06	3.73	3.60	3.64	120.10	3.87	
	BackWash Water	0.217	0.230	0.217	0.219		0.232	0.208	0.219	0.231	0.214	0.217	0.231	0.217	0.218	0.232	0.216	0.217	0.234	0.218	0.449	0.218	0.218	0.233	0.214	0.219	0.234	0.218	0.234	0.214	0.218	6.874	0.229		

June 30, 2015

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**Subject: Drinking Water Quality Management System (DWQMS) –  
Management Review Meeting - Endorsement by Owners**

Over the past 12 months a couple of significant milestones have been completed in regards to the Drinking Water Quality Management System and are summarized below:

- 1) **External 12 - month Surveillance Audit** (Table Top verification process) completed by SAI Global on November 25, 2014-Auditor Mr. Rod Seabrook
- 2) **4th Internal Audit** completed by Mr. Travis Rob from March 30 to April 27, 2015.
- 3) **4th Management Review Meeting** held on Tuesday June 30, 2015 to review the implementation of the DWQMS for the period June 2014 to May 31, 2015.

Please find attached the agenda package plus the associated documents which were reviewed at the June 30<sup>th</sup>, 2015 Management Review meeting and the corresponding meeting minutes. Also the September 26, 2014 revision (No. 6) of the DWQMS Operational Plan is attached for your review as there are three Councilors on Council at this time who were not involved in endorsing the original operational plan for the drinking water system and also several revisions have taken place since the original plan was endorsed and adopted by Council. Presently under the process outlined in the Operational Plan Element No. 20 - Management Review (See pages No. 74 & 75 of Operational Plan) - there were four (4) action items that Council (owner) must review and endorse at this time:

Action Item No. 1) **Replace approximately 500 meters of 150mm diameter water main along Colonization Road West** (from 1302 Colonization Road West to 1448 Colonization Road West). The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 2) **Installation of two additional valves along Sinclair Avenue between Victoria Avenue & Armit Avenue in order that the hospital facility can avoid unnecessary boil water advisories being issued.** The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 3) **Installation of a looping water main c/w necessary between Lillie Avenue & Webster Avenue abutting the old West End rink property.** The



timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 4) **Ensure both Cemetery Irrigation Systems are properly plumbed to ensure the proper backflow protection c/w meter is in place.** The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner). The Riverview Cemetery Irrigation system modifications can take place at the same time as completing action item No. 1

The Operations & Facilities Executive Committee recommends the following;

- 1) That Council (owner) has reviewed the agenda package and minutes of the management review meeting held on June 30, 2015.
- 2) That Council (owner) has reviewed and accepted the following four (4) action items as a result of the management review meeting held on June 30, 2015;

Action Item No. 1) **Replace approximately 500 meters of 150mm diameter water main along Colonization Road West** (from 1302 Colonization Road West to 1448 Colonization Road West). The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 2) **Installation of two additional valves along Sinclair Avenue between Victoria Avenue & Armit Avenue in order that the hospital facility can avoid unnecessary boil water advisories being issued.** The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 3) **Installation of a looping water main c/w necessary between Lillie Avenue & Webster Avenue abutting the old West End rink property.** The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 4) **Ensure both Cemetery Irrigation Systems are properly plumbed to ensure the proper backflow protection c/w meter is in place.** The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner). The Riverview Cemetery Irrigation system modifications can take place at the same time as completing action item No. 1

Respectfully Submitted,  
Operations & Facilities Division

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

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

- 1) That Council (owner) has reviewed the agenda package and minutes of the management review meeting held on June 30, 2015.
- 2) That Council (owner) has reviewed and accepted the following four (4) action Items as a result of the management review meeting held on June 30, 2015:

Action Item No. 1) **Replace approximately 500 meters of 150 mm diameter water main along Colonization Road West** (from 1302 Colonization Road West to 1448 Colonization Road West). The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 2) **Installation of two additional valves along Sinclair Avenue between Victoria Avenue and Armit Avenue in order that the hospital facility can avoid unnecessary boil water advisories being issued.** The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 3) **Installation of a looping water main c/w necessary between Lillie Avenue & Webster Avenue abutting the old West End rink property.** The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner).

Action Item No. 4) **Ensure both Cemetery Irrigation Systems are properly plumbed to ensure the proper backflow protection c/w meter is in place.** The timeline is in accordance with the 2016 budget process where the O & F Division Management will prepare the cost estimate for installation and present this capital expenditure to Council (owner). The Riverview Cemetery Irrigation system modifications can take place at the same time as completing action item No. 1

July 3rd, 2015

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: Tender 15-OF- 06 - Supply of New Heavy Duty Mechanical Broom Sweeper and Trade-in of 2001 Elgin Whirlwind Vacuum Truck**

As you are aware the approved 2015 capital budget included the purchase of one (1) new Heavy Duty Mechanical Broom Sweeper for the Public Works Area of the Operations & Facilities Division. The total capital budget is \$ 325,000.

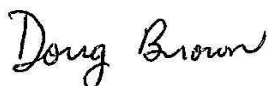
The tender call was advertised on April 22, 2015 in the Fort Frances Times with the tender closing on Tuesday, June 23, 2015 at 2:00 p.m. The tender documents and specifications were developed to be generic in nature to ensure all broom sweeper manufacturers (Elgin & Badger) could meet the specifications and that the Town could select the low tender. Two tender specifications were distributed with 4 tender bids being submitted.

Please find attached an administration report prepared by Milt Strachan, Transportation Superintendent outlining the results of the tenders received. Spreadsheet No. 1 is a summary of the results of the tender. The sweeper will be delivered in 140 to 168 days prior to the 2016 road sweeping activity once the Town issues a purchase order to the supplier. The net cost to the Town is \$314,753.86, which is \$10,246.14 below the approved budget.

The Operations & Facilities Executive Committee recommends the following;

- 1) That one (1) Sweeper Broom as outlined in the tender documents 15-OF-06 be awarded to tender bidder, Joe Johnson Equipment Inc. at a total cost of \$349,520.30 (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 one (1) Sweeper Broom as outlined in the tender documents 15-OF-06  
Be awarded to tender bidder, Joe Johnson Equipment Inc. at a total cost  
Of \$349,520.30 ( all taxes included).

2015Junesweeperbroom

June 30, 2015

Report To: Doug Brown, Manager of Operations and Facilities

From: Milt Strachan, Transportation Superintendent

**SUBJECT: Tender 15-OF- 06 – Supply and Delivery of one (1) New Heavy Duty Mechanical Broom Sweeper**

The tender closed on June 23, 2015. There were four (4) bids received. All four bids were submitted by Joe Johnson Equipment Inc. out of West St. Paul, Manitoba.

All four sweepers meet the specifications, but bids C and D are used ( Lease Returns). For the difference in pricing from the “new” bids in A and B, I don’t think we should entertain buying a used sweeper.

Bids A and B are identical in all specifications. The price difference being that for Bid A, we can get a chassis built in Winnipeg for less cost but because of supply and demand will have to wait 280 to 295 days for delivery. The chassis in Bid B is a factory built chassis from Peterbilt. The price is higher but the delivery time is 140-168 days. It is my recommendation that we go with Bid B at a little higher cost but we will have the new sweeper in time for our next sweeping season.

I also recommend that we take the trade in value of \$10,000.00. I don’t think anybody in the area would pay that much for it although it would be handy to have a back up on occasion, the maintenance costs are quite high and we don’t really have anywhere to store it other than out in the elements.

Respectfully Submitted

Milton Strachan  
Transportation Superintendent



**Spreadsheet #1 - Tender No. 15-OF-06 - Results - New Heavy Duty Mechanical Broom  
Sweeper  
June 23, 2015**

Equipment Description	Joe Johnson Equipment				Joe Johnson Equipment				Joe Johnson Equipment			
	A		B		C		D					
Manufacturer Model	Elgin Eagle		Elgin Eagle		2014 Eagle Used		2015 Eagle Used					
New Broom Sweeper	\$311,573.00		\$319,310.00		\$277,900.00		\$299,777.00					
Trade-in of 2001-Existing Elgin Whirlwind Sweeper	(\$10,000.00)		(\$10,000.00)		(\$10,000.00)		(\$10,000.00)					
Subtotal	\$301,573.00		\$309,310.00		\$267,900.00		\$289,777.00					
HST	\$39,204.49		\$40,210.30		\$34,827.00		\$37,671.01					
Total Price (includes all taxes)	\$340,777.49		\$349,520.30		\$302,727.00		\$327,448.01					

<b>Net Cost to the Town New Loader</b>	<b>\$306,880.68</b>	<b>\$314,753.86</b>	<b>\$272,615.04</b>	<b>\$294,877.08</b>
2015 Budgeted Amount	\$325,000.00	\$325,000.00	\$325,000.00	\$325,000.00
Over/Under Budget By	(\$18,119.32)	(\$10,246.14)	(\$52,384.96)	(\$30,122.92)
Difference from Low bidder	\$34,265.64	\$42,138.82	\$0.00	\$22,262.04
Delivery Date from issuance of a Purchase Order # by Town	280 to 295 days	140 to 168 days	21 to 30 days	21 to 30 days



## REPORT

**TO:** Mayor Avis and Council

**FROM:** Jason Kabel, Manager of Community Services

**DATE:** June 27, 2015

**RE:** **Seniors Community Grant Program Approval**

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### Background

Early in 2015, the Sister Kennedy Centre board struck an ad-hoc grant committee to investigate opportunities for our centre and community to benefit from a grant program being offered. The committee has an initiative that they suggested to bring forward for consideration, the Fort Frances Community Resource & Educational Awareness Project for Seniors. The project has a two-fold focus:

1. Directory of Community Services for Seniors – this would be a comprehensive repository of information for anything and everything related to seniors in the district (e.g. activities, transportation, healthcare, etc.)
2. Seniors Fair – September 18, 2015 – this would be an occasion for seniors in the community to gather for the unveiling of the directory, guest speakers, and social opportunity at no charge.

In March of this year, the Community Services Executive made a recommendation to Mayor and Council to endorse the grant submission to the Ontario Seniors Secretariat (OSS) in the amount of \$9,466 (\$7,566 Funding, \$1900 In-kind) as outlined below.

### Grant Application Budget

\$7,566	- Pamphlet printing, research, guest speakers, van rentals, lunch, advertising, other misc.
\$1,900	- In-kind contributions from Sister Kennedy Centre (venue use, photocopying, other misc.)
\$0	- Required Municipal Financial Contribution
\$9,466	<b>TOTAL</b> (Grant Maximum - \$8,000, Project Maximum - \$10,000)

### Grant Approval

The committee has received notification that the grant was approved by the Ontario Seniors Secretariat in the full amount of \$7,566 as a maximum. The committee chair and applicant, Irene Laing received the grant agreement by email on Thursday, June 25 and

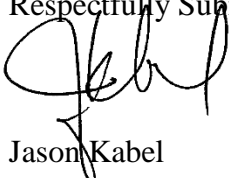
was given direction to have the documents signed and returned by Friday, June 26. With the extremely stringent deadline, the document was signed by Irene Laing and Mayor Avis, as directed by the OSS. As previously reported to the executive in March, there is no financial commitment by the Town involved with the grant.

### **Recommendation**

The Community Services Executive Committee recommends to Mayor and Council to sanction:

- 1) the attached grant agreement with the Ontario Senior Secretariat for the Community Resource & Educational Awareness Project for Seniors in the amount of \$7,566
- 2) the required signing by Mayor & Clerk to be resubmitted to the OSS with Town signatories
- 3) forthcoming bylaw

Respectfully Submitted,



Jason Kabel

### **Council approval of this report will sanction:**

- 1) the attached grant agreement with the Ontario Senior Secretariat for the Community Resource & Educational Awareness Project for Seniors in the amount of \$7,566
- 2) the required signing by Mayor & Clerk to be resubmitted to the OSS with Town signatories
- 3) forthcoming bylaw



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/70**

**To: Mayor Avis & Members of Council**  
**FROM: Laurie Witherspoon, Treasurer**  
**DATE: June 23, 2015**  
**Subject: Councillor Doug Kitowski Strategic Planning Meeting Per Diem**

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend the Strategic Planning meeting held at Kiwanis Sunny Cove Camp on June 11, 2015 as submitted by Councillor Doug Kitowski.

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

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$150.00 as submitted by Councillor Doug Kitowski for his attendance at the Strategic Planning Meeting held at Kiwanis Sunny Cove Camp on June 11, 2015

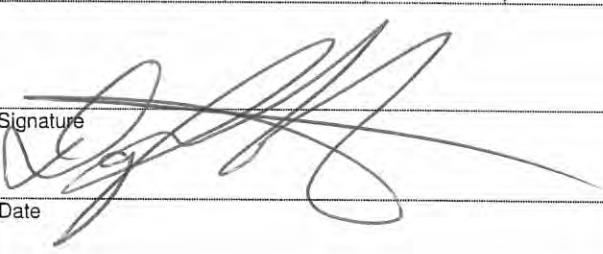
Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim in the amount of \$150.00 as submitted by Councillor Doug Kitowski for his attendance at the Strategic Planning meeting held at Kiwanis Sunny Cove Camp on June 11, 2015.

**TOWN OF FORT FRANCES - SCHEDULE "F"**  
**TRAVEL STATEMENT – MAYOR / COUNCIL HONORARIUM**

Attendee	Doug Kiowski
Conference / Seminar Attended	STRAT PLANNING
Location	SUNNY COVE CAMP
Dates	JUNE-11-2015

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date				JUNE 11-15				
Amount				\$150.00				

Name (Please Print)	Signature
Doug Kiowski	
Approved	Date

To be submitted to Payroll for processing when approved by Council





**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/71**

**To: Mayor Avis & Members of Council**  
**FROM: Dawn Galusha, Deputy Treasurer**  
**DATE: July 2, 2015**  
**Subject: Councillor Ken Perry Strategic Planning Meeting Per Diem**

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend the Strategic Planning meeting held at Kiwanis Sunny Cove Camp on June 11, 2015 as submitted by Councillor Ken Perry.

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

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$150.00 as submitted by Councillor Ken Perry for his attendance at the Strategic Planning Meeting held at Kiwanis Sunny Cove Camp on June 11, 2015.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim in the amount of \$150.00 as submitted by Councillor Ken Perry for his attendance at the Strategic Planning meeting held at Kiwanis Sunny Cove Camp on June 11, 2015.

**TOWN OF FORT FRANCES - SCHEDULE "F"**  
**TRAVEL STATEMENT – MAYOR / COUNCIL HONORARIUM**

Attendee <i>Ken Perry</i>	
Conference / Seminar Attended	<i>Town Strategic Plan</i>
Location	<i>Sunnycove Camp</i>
Dates	<i>June 11</i>

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date				<i>11</i>				
Amount				<i>150</i>				

Name (Please Print) <i>Ken Perry</i>	Signature <i>Ken Perry</i>
Approved	Date

To be submitted to Payroll for processing when approved by Council



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/72**

**To: Mayor Avis & Members of Council**  
**FROM: Dawn Galusha, Deputy Treasurer**  
**DATE: July 2, 2015**  
**Subject: Councillor Ken Perry NOMA Board Meeting Per Diem**

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend the NOMA Board Meeting held at the Victoria Inn in Thunder Bay, Ontario on June 17, 2015 as submitted by Councillor Ken Perry.

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

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$150.00 as submitted by Councillor Ken Perry for his attendance at the NOMA Board Meeting held at the Victoria Inn in Thunder Bay, Ontario on June 17, 2015.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim in the amount of \$150.00 as submitted by Councillor Ken Perry for his attendance at the NOMA Board Meeting held at the Victoria Inn in Thunder Bay, Ontario on June 17, 2015.

**TOWN OF FORT FRANCES - SCHEDULE "F"**  
**TRAVEL STATEMENT – MAYOR / COUNCIL HONORARIUM**

Attendee <i>Kew Perry</i>	
Conference / Seminar Attended	<i>Noma Board Meeting</i>
Location <i>Victoria Inn</i>	<i>Thunder Bay</i>
Dates	<i>June 17</i>

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date			<i>17</i>					
Amount			<i>150.00</i>					

Name (Please Print) <i>Kew Perry</i>	Signature <i>Kew Perry</i>
Approved	Date

To be submitted to Payroll for processing when approved by Council



**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/73**

**To:** Mayor Avis & Members of Council  
**FROM:** Dawn Galusha, Deputy Treasurer  
**DATE:** July 6, 2015  
**Subject:** Councillor Wendy Brunetta Strategic Planning Meeting Per Diem

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend the Strategic Planning meeting held at Kiwanis Sunny Cove Camp on June 11, 2015 as submitted by Councillor Wendy Brunetta.

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

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$150.00 as submitted by Councillor Wendy Brunetta for her attendance at the Strategic Planning Meeting held at Kiwanis Sunny Cove Camp on June 11, 2015.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim in the amount of \$150.00 as submitted by Councillor Wendy Brunetta for her attendance at the Strategic Planning meeting held at Kiwanis Sunny Cove Camp on June 11, 2015.

**TOWN OF FORT FRANCES - SCHEDULE "F"**  
**TRAVEL STATEMENT – MAYOR / COUNCIL HONORARIUM**

Attendee	Wendy Brunetta
Conference / Seminar Attended	Strategic Planning
Location	Sunny Cove Camp
Dates	June 11, 2015

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date				June 11				
Amount				\$150				

Name (Please Print) Wendy Brunetta	Signature Wendy Brunetta
Approved	Date

To be submitted to Payroll for processing when approved by Council





**ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2015/74**

**To: Mayor Avis & Members of Council**  
**FROM: Dawn Galusha, Deputy Treasurer**  
**DATE: July 6, 2015**  
**Subject: Councillor John Albanese Strategic Planning Meeting Per Diem**

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**BACKGROUND**

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$150.00 to attend the Strategic Planning meeting held at Kiwanis Sunny Cove Camp on June 11, 2015 as submitted by Councillor John Albanese.

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

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$150.00 as submitted by Councillor John Albanese for his attendance at the Strategic Planning Meeting held at Kiwanis Sunny Cove Camp on June 11, 2015.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to approve the per diem claim in the amount of \$150.00 as submitted by Councillor John Albanese for his attendance at the Strategic Planning meeting held at Kiwanis Sunny Cove Camp on June 11, 2015.

**TOWN OF FORT FRANCES - SCHEDULE "F"**  
**TRAVEL STATEMENT – MAYOR / COUNCIL HONORARIUM**

Attendee <i>JOHN ALBANESE</i>	
Conference / Seminar Attended <i>STRATEGIC PLAN</i>	
Location <i>SUNNY COVE</i>	
Dates <i>JUNE 11 / 2015</i>	

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date				<i>JUNE 11</i>				
Amount				<i>\$150.00</i>				

Name (Please Print) <i>JOHN ALBANESE</i>	Signature <i>John Albanese</i>
Approved	Date <i>July 6, 2015</i>

To be submitted to Payroll for processing when approved by Council





## Fort Frances Fire and Rescue Service

### Administrative Report

Date: July 8<sup>th</sup>, 2015

Report To: Fort Frances Town Council

From: Frank Sheppard, Fire Chief/ CEMC

Re: Point Park Dock

The following report is an update to the situation related to the Point Park Dock, which should generate some guidance from Council related to the disposition of the outer end crib portion.

The flood of 2014 has removed any capacity for us to retain or repair the dock, and we had to remove the majority of the structure for safety reasons. The remaining portion of the dock is still a hazard to navigation, and as it continues to deteriorate the construction materials will continue to be a risk to the environment and the public. I have been able to determine in consultation with DFO that the project will not require a review and our only responsibility will be to ensure we are following industry best practices to mitigate harm to fish.

The question that requires guidance from Council is, should the removal be complete or should a footprint be left? The pros and cons are fairly straight forward, as a con, complete removal of this material will eliminate a footprint and may increase obligations from DFO should we decide to rebuild in the same location with the same construction methodology. An additional con is that we could be missing the opportunity to develop some fishery habitat at a low cost. Pros are the nearly complete removal of liability to the Town from the existence of the structure or its remnants. An additional pro is the removal of a deteriorating structure and its ancillary components from the beach front, and a circulation barrier, which should improve the water quality by increased wave action and current interruption.

It appears that this removal, if done for the reasons of safety should be funded by ODRAP. From my perspective, I would recommend a complete removal as it identifies due diligence on our part, and makes a compelling argument that the actions have been for the purpose of public safety.

Respectfully submitted

A handwritten signature in black ink, appearing to read "F Sheppard", is written over a horizontal line.

Frank Sheppard  
Fire Chief/CEMC

# Statistics Canada Report - TOWN OF FORT FRANCES

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:06-01-2015 - 06-30-2015

Municipality		Fort Frances				
Permit					Units	Value
RollNo	Owner	Contractors	Property Address	Work Descriptiton	/ Area	
2015-056	BAIRD DOUGLAS CREIGHTON 927 MCKENZIE AVE N FORT FRANCES ON P9A 2B5	Tysen Dennis	927 MCKENZIE AVE N	Construct a new Accessory Use Building to replace Existing Destroyed by Fire		\$30,000.00
59-12-020-006-03300-0000			Legal Description: PLAN SM58 LOT 31 S16FT LOT;32 PCL 31-2 SEC SM58	Stat's Canada Codes Building: 450 Work: 01	1 71.35	
2015-057	BECK CLINTON ROY LUCHKA LAUREEN MAE 1005 VICTORIA AVEN FORT FRANCES ONTARIO P9A 2E8	BROCK HERBERT	1005 VICTORIA AVE N	Construct a new 20 x 30 accessory use building		\$12,000.00
59-12-020-006-06300-0000			Legal Description: PLAN SM120 LOT 21 PCL 22-1	Stat's Canada Codes Building: 450 Work: 01	1	
2015-058	HYDRO ONE NETWORKS INC ASSESSMENT & TAXATION PO BOX 4300 STN INDUSTRIAL PARK MARKHAM ON L3R 5Z5		114 THIRD ST W	Demolish and remove from site Metal Clad Forestry Storage Building		\$0.00
59-12-010-007-15300-0000			Legal Description: PCL 8346 8413 10295 13342;16624 16683 16687 17362;20238 20423	Stat's Canada Codes Building: 450 Work: 16	0	
2015-059	AVIS CHAD ALLAN 1013 FRENETTE AVE FORT FRANCES ON P9A 3V5	Dave Plett	1013 FRENETTE AVE	Extend Dormer split master bedroom into master and additional bedroom		\$50,000.00
59-12-030-003-14603-0000			Legal Description: PLAN SM33 PT BLK 32 PT CLSD;AV 48R2195 PART 2 PCL 32-2	Stat's Canada Codes Building: 110 Work: 03	1	

2015-060	WHALEN BOB, WHALEN KELLY 1316 SIXTH STREET EAST FORT FRANCES ONTARIO P9A 1X2	WHALEN BOB, WHALEN KELLY 1316 SIXTH STREET EAST FORT FRANCES P9A 1X2	1316 SIXTH ST E	Construct a new 30 x 40 accessory use building	\$36,000.00
59-12-030-007-13303-0000		(807) 274 5618	Legal Description: RPRR138 PART 7 RP48R1316;PART 5 PCL 12905	Stat's Canada Codes Building: 450 Work: 01	1
2015-061	ARMSTRONG CHERYL ELAINE 411 COLONIZATION RD E FORT FRANCES ON P9A 2R9	William Costello 6 EVERGREEN FORT FRANCES (807) 598 1497	1305 MILL RD	Install Metal Roofing, strapping and underlay on existing trailer - 6 Evergreen	\$2,000.00
59-12-030-007-15900-0000			Legal Description: PLAN RR 586 PT 1 PCL BLK A-1;4 SEC SM 81 RP 48R2298 PART;2 PT PART 1 PCL BLK 1-6 SM;143	Stat's Canada Codes Building: 130 Work: 03	1
2015-062	HERBERT KELLY 311 KIRSTI PL FORT FRANCES ON P9A 3V9		311 KIRSTI PL	Construct a 22 x 30 deck at rear of house	\$11,000.00
59-12-010-006-05406-0000			Legal Description: PLAN 48M339 LOT 6 PCL 6-1	Stat's Canada Codes Building: Work: 02	1
2015-063	HAGLUND EDWARD FREDERICK 409 COLONIZATION RD E FORT FRANCES ON P9A 2R9	April Manarang 80 REGAL ROAD GUELPH N1K 1C1	409 COLONIZATION RD E	Erect a 40 panel Solar collection system on the roof of the existing reidential single detached dwelling.	\$30,000.00
59-12-030-006-12700-0000		(519) 821 9179	Legal Description: RP 48R817 PART 5 PCL 12293	Stat's Canada Codes Building: 110 Work: 02	1
2015-064	FORT FRANCES TOWN 320 PORTAGE AVE FORT FRANCES ON P9A 3P9	Annelie McCreight BOX 1225 MUNICIPALITY OF WEST PERTH N0K 1N0	501 SIXTH ST W	Construct an 85 diameter circular salt storage building	\$395,000.00
59-12-010-007-11800-0000		(519) 348 8244	Legal Description: PT RIV R LOT 36 PCL 13451	Stat's Canada Codes Building: 450 Work: 01	1

2015-065	WONFOR JENNY LUCILLE 905 BANTA BLVD FORT FRANCES ON P9A 3N7	Morris Wonfor 905 BANTA BLVD FORT FRANCES P9A 3N7	514 CENTRAL AVE	Erect new trusses on top of existing flat roof building, strap and clad with metal roof c/w underlay - No overhangs	\$22,000.00
59-12-020-007-14100-0000			<b>Legal Description:</b>  PLAN M68 BLK 6 LOT 4 PT LOTS;2 & 3 PCL 4878	<b>Stat's Canada Codes</b>  <b>Building:</b> 310 <b>Work:</b> 03	1
2015-067	DELROSARIO-COISH MA TERESI 1123 SCOTT ST FORT FRANCES ON P9A 1J7	DELROSARIO-COISH MA TERESITA 1123 SCOTT ST FORT FRANCES ON P9A 1J7	1030 SCOTT ST	Construct a new 16 x 30 accessory use building	\$14,000.00
59-12-030-005-01800-0000		(807) 274 0787	<b>Legal Description:</b>  PLAN SM48 LOTS 125 AND 126;PCL 6481 AND 23159	<b>Stat's Canada Codes</b>  <b>Building:</b> 450 <b>Work:</b> 01	1
2015-068	WHALEN BOB, WHALEN KELLY 1316 SIXTH STREET EAST FORT FRANCES ONTARIO P9A 1X2	WHALEN BOB, WHALEN KELLY 1316 SIXTH STREET EAST FORT FRANCES P9A 1X2	1316 SIXTH ST E	Construct a 12 x 36 addition, replace existing roof, complete interior renovations of existing	\$25,000.00
59-12-030-007-13303-0000		(807) 274 5618	<b>Legal Description:</b>  RPRR138 PART 7 RP48R1316;PART 5 PCL 12905	<b>Stat's Canada Codes</b>  <b>Building:</b> 110 <b>Work:</b> 02	1
2015-069	FORT FRANCES TOWN 320 PORTAGE AVE FORT FRANCES ON P9A 3P9	CLAUDE JODOIN	501 SIXTH ST W	Demolish and remove from site Existing Singel detached dwelling and 2 small garages	\$0.00
59-12-010-007-11800-0000			<b>Legal Description:</b>  PT RIV R LOT 36 PCL 13451	<b>Stat's Canada Codes</b>  <b>Building:</b> 110 <b>Work:</b> 16	0
2015-070	MILLER DENISE ISABEL 231 THIRD ST E FORT FRANCES ON P9A 1P7		231 THIRD ST E	Install strapping and a metal roof on existing single detached dwelling	\$2,500.00
59-12-020-008-04800-0000			<b>Legal Description:</b>  PLAN SM47 LOT 5 PCL 12239	<b>Stat's Canada Codes</b>  <b>Building:</b> 110 <b>Work:</b> 03	1

2015-071	BIRD WILLIAM EDWARD 1124 THIRD ST E FORT FRANCES ON P9A 1S5	Joe Johnson	1124 THIRD ST E	Demolish and Remove From site Existing Single Detached Dwelling	\$1,000.00
59-12-030-007-06400-0000			Legal Description: PLAN SM50 LOT 135 & 136 PCLS;135-1 & 136-1	Stat's Canada Codes Building: 110 Work: 16	1
2015-072	WOOD CHARLENE GAIL 241 THIRD ST E FORT FRANCES ON P9A 1P7	WOOD CHARLENE GAIL 241 THIRD ST E FORT FRANCES ON  P9A 1P7	241 THIRD ST E	Construct a 10 x 18 accessory use building	\$3,500.00
59-12-020-008-05100-0000		(807) 274 7313	Legal Description: PLAN SM47 E1/2 LOT 3 PCL 3-3	Stat's Canada Codes Building: 16.72 Work: 01	1
2015-073	BOTH JOAN, BOTH LAURALEE 642 SECOND STREET W FORT FRANCES ONTARIO P9A 2Z8	Steve Both BOX 222 BARWICK BARWICK  POW 1A0	642 SECOND ST W	Construct a 12 x 26 Carport and 14 x 14 covered patio	\$12,000.00
59-12-010-004-06500-0000			Legal Description: PSM167 LOT 13 PCL 13-1	Stat's Canada Codes Building: 110 Work: 02	1 47.19
2015-074	DRENNEN JANET, IVALL DENNIS 929 VICTORIA AVE N FORT FRANCES ONTARIO P9A 2E6	Gerald Wiringa	929 VICTORIA AVE N	Demlish And Remove From site Existing 12 x 24 garage, construct a new 24 x 30 Accessory Use Building	\$21,000.00
59-12-020-006-05700-0000			Legal Description: PLAN SM57 LOT 32 N2FT 31 PCL;31-2	Stat's Canada Codes Building: 450 Work: 01	1 66.89
2015-075	STROM DWAYNE WILLIAM 1301 EMO RD FORT FRANCES ON P9A 2V6	STROM DWAYNE WILLIAM 1301 EMO RD FORT FRANCES ON  P9A 2V6	1301 EMO RD	Construct a 16 x 24 deck on the rear of the house.	\$2,000.00
59-12-010-006-00601-0000			Legal Description: RP 48R1192 PART 2 PCL 12-4;SEC SM51	Stat's Canada Codes Building: Work: 01	1

2015-076	GUSTAFSON ERIK, MILLS REBEC 438 THIRD STREET EAST FORT FRANCES P9A 1R5	GUSTAFSON ERIK, MILLS REBECCA 438 THIRD STREET EAST FORT FRANCES P9A 1R5	438 THIRD ST E	Construct a 12 x 14 uncovered deck on the rear of the existing dwelling	\$1,680.00
59-12-020-004-04700-0000			<b>Legal Description:</b>  PLAN SM34 BLK 9 LOT 10 TO 11;SM109 LOTS 41 42 PCL 9-10-1;SEC SM34	<b>Stat's Canada Codes</b>  <b>Building:</b> <b>Work:</b> 02	1
2015-077	COUSINEAU JENNA-RAE MARIE 331 THIRD STREET WEST FORT FRANCES ONTARIO P9A 3S1	Kyle Sigurdson 900 PORTAGE AVE N FORT FRANCES	331 THIRD ST W	Remove 3/4 Stucco Wall cladding, Add 1 rigid Foam and new siding	\$10,000.00
59-12-010-001-02100-0000			<b>Legal Description:</b>  PSM29 LOT 63 N PTN & W 1/2;LOT 24 PLAN 48R3867 PART 1;PCL 63-2	<b>Stat's Canada Codes</b>  <b>Building:</b> 110 <b>Work:</b> 03	1
2015-078	FORT FRANCES TOWN 320 PORTAGE AVE FORT FRANCES ON P9A 3P9	Geoff Gillon/ Jim Cuthbertson FORT FRANCES	FRONT ST	Erect a Special Events Tent for the 2015 Harmony of Nations Music Festival (July 13 - noon July 20) and FFCBC (Noon July 20 - Not to exceede July 29, 2015)	\$0.00
59-12-030-001-00401-0000			<b>Legal Description:</b>  MCIRVINE RIVER RANGE PT LOTS;22 AND 23 RP 48R3001 PARTS 3;TO 5 7 PCLS 25323 25324	<b>Stat's Canada Codes</b>  <b>Building:</b> <b>Work:</b> 01	1
Sum			Summary (22 detail records)		20 \$680,680.00
Grand Total			Summary (22 detail records)		20 \$680,680.00

June 17, 2015

Report To: Operations and Facilities Executive Committee

From: Travis Rob, Chief Building Official, Facilities/Special Projects Coordinator

**RE: Annual Energy Consumption Submission and Corporate Energy Consumption Review As Outlined in the Town of Fort Frances Energy Consumption and Demand Management Plan.**

**Background**

In 2011 the Ontario Government passed O. Reg. 397/11 Energy Conservation and Demand Management Plans outlining annual energy reporting and planning for Municipalities, municipal Service Boards, Universities and Colleges, Schools and Hospitals. This regulation outlined what facilities were to be reported on and the data that was to be reported. The first reporting year for energy consumption and greenhouse gas emission data was 2013 with data from 2011. The Town of Fort Frances has been submitting energy reports in accordance with the regulation since the initial submission deadline of July 1, 2013. On June 18, 2014 the Town of Fort Frances 5 Year Energy Conservation and Demand Management Plan was taken to the Operations and Facilities Executive Committee and then to Council on June 23 for approval and was submitted to the Ministry of Energy prior to the July 1, 2014 Deadline. In accordance with Chapter 3 of the Energy Conservation and Demand Management Plan, the following is an annual report of the energy consumption of the Town of Fort Frances

**Amendments to the Regulation**

For the 2015 reporting year there has been some amendments to the reporting requirements for municipalities. New for this year is for multi-use buildings (Multiple uses within the same building, for example the Memorial Sports Centre and Civic Centre), the old standard was to separate the consumption based on floor area used and report on each of the uses individually. Now the reporting will be under the primary use reported over the entire floor area. Further to this the required reporting on the consumption of waste water pumping stations has been removed. The reporting on treatment facilities are still required.

**Information**

Due to the wealth of data, analysis available and required for the review of energy data, the following information contained in this report is a summary of the energy consumption and solar generation from the Town of Fort Frances Facilities. A further review of the detailed data and analysis of the Town of Fort Frances energy consumption will be completed at the O&F Executive Committee meeting. The data for the 2015 energy submission to the Ministry of Energy contains information for the 2013 year consumption. This report will encompass all data to the end of 2014.

**Electrical**

Attached to this report is an overview of the 2011 base year for electrical consumption as well as 2012, 2013, and 2014 years. The items marked with an asterisk are all of the facilities that are heated solely or partially with electrical energy. There is a column showing the difference between the current year and base year consumption.

**Natural Gas**

The following is an overview of the 2011 base year for natural gas consumption as well as 2012, 2013, and 2014 years. There is a column showing the heating degree days, as natural gas usage is largely driven by the outdoor air temperature. There are also columns showing the difference from the base year of 2011.

### **Solar**

The 4 – 10kW solar installations have been online and generating power since late in 2011 under the Ontario Power Authority MicroFIT program. At the time of the Town's enrolment in the program, a 20 year contract to supply power via a rooftop solar generation system was signed for \$0.80 per kWh. There is no requirement to annually report on the solar generation to the Ministry of Energy, however traditionally an annual report to Council has been completed outlining the solar generation. This past year we did see an issue with the Memorial Sports Centre where a disconnect switch on an inverter failed causing a reduction in generated power through the winter months. A replacement inverter was received under warranty and the faulty unit was replaced.

### **Conclusions and Recommendations**

Although not every facility is seeing a reduction in consumption every year, due primarily to changes in weather patterns from year to year and the above data not being normalized to heating degree days, the overall trend in normalized consumption is downward showing that our energy initiatives are working. Throughout the year ideas and initiatives come up and this committee is an excellent venue to discuss these and bring them forward as energy initiatives. Recently the idea of adding motion sensors to the lights at the outdoor rinks was brought up as a way to save energy when the weather is either too cold, snowy, etc. and the outdoor rinks are not being used. This could save unnecessary power usage when the rinks are not being utilized.

Respectfully Submitted,



Travis Rob, EIT

Chief Building Official, Facilities/Special Projects Coordinator



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

**STAFFING:**

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

**OVERTIME HOURS - Equivalent Straight Time Hours**

See Operations Statistics (April) 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 main valve repairs: None

Main Valve Replacements:

- Number of main valve replacements: None

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water main valve repairs: None

Water Service Terminations:

- Number of water service repairs: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Twenty-three (23)
  - 1628 Colonization Rd. W., 1107 Williams Ave., 516 Third St. W., 901 Banta Blvd., 1205 Elizabeth St. E.
  - 1150 Walker Ave. N., 1242 Colonization Rd. W., 533 Scott St., 928 Frenette Ave., 1444 Colonization Rd. W.
  - 1002 River Rd. W., 838 Third St. E., 1025 River Rd. W., 252 Sixth St. W., 622 Third St. E.,
  - 638 First St. W., 806 Shevlin Ave., 535 Riverview Dr., 1271 idylwild Dr., 306 Victoria Ave.,
  - 920 Armit Ave. (2) and 1101 Front St.

Frozen Water Services:

- Number of frozen water services: Two (2)
  - 907 Victoria Ave. N. and 1205 Elizabeth St. E.

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: None

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: None

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: Nineteen (19)
  - 330 Scott St., 300 Eighth St. E., 256 Scott St., 1000 King's Hwy., 440 McIrvine Rd., 515 Portage Ave.,
  - 516 Mowat Ave., 310 Church St., 339 Scott St., 940 Fifth St. W., 261 Scott St., 516 Portage Ave.,
  - 401 Mowat Ave., 417 Scott St., 601 Mowat Ave., 600 Fifth St. W., 522 Second St. E.,
  - 522 Church St. and 550 Osborne St.

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- Replaced missing markers on fire hydrants.
- April 7, 2015 - Completed lead sampling as per O. Reg. 170/03 (Distribution Only).
- April 22, 2015 - P. Lemesurier and G. Wiedenhoef attended a course on Traffic Control - Temporary Work Zones.

**WATER TREATMENT PLANT:**

- April, 2015 - In receipt of the Water Treatment Facility Monthly Report.
- April 7, 2015 - Completed lead testing in the distribution system only.
- April 23, 2015 - R. White and B. Webb attended a course on Working from Heights.

**SEWERAGE COLLECTION:**Wastewater Main Backups:

- Number of wastewater main backup: One (1)
  - Church St. (300 blk.)

Sewer Main Repairs:

- Number of sewer main repairs: One (1)
  - Church St. (300 blk.)

Sewer Manhole Repairs:

- Number of sewer manhole repairs: None

Sewer Service Repairs:

- Number of sewer service repairs: One (1)
- 808 Kaitlyn Dr.

Sewer Service Terminations:

- Number of sewer service repairs: None

Sewer Service Replacements:

- Number of sewer service repairs: None

Other Information:

- Cleaned eleven (11) plugged sewer services at the following locations:
  - 352 Church St., 318 Third St. W., 308 Butler Ave., 352 Second St. E., 1204 Third St. E., 301 Butler Ave.,
  - 613 Second St. E., 560 Church St., 617 Nelson St., 415 Second St. E. and 923 Christie Ave. N.
- Traced various building sewer services.
- CCTV inspected various building sewer services.

**WASTE-WATER TREATMENT FACILITY:**

- April, 2015 - Received the Wastewater Treatment Facility Monthly Report.

**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:
  - 248,210 kgs (248.21 tonnes)
- Amount of ICI waste delivered to the landfill:
  - 346,160 kgs (346.16 tonnes)

Recycling:

- Number of complaints regarding recycled materials:
  - Town - 0 complaints, Asselin's - 0 complaints
- Amount of recycled waste diverted from the landfill:
  - 40,860 kgs (40.86 tonnes) Metro

Prepared By: DLH-

Environmental & Facilities Superintendent

Date: 24-06-2015

## TOWN OF FORT FRANCES

### Operations and Facilities Division - Environmental Area - Operations Statistics (May 2015)

#### STAFFING:

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

#### OVERTIME HOURS - Equivalent Straight Time Hours

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

#### WATER DISTRIBUTION:

##### Water Main Breaks:

- Number of water main breaks: Three (3)
- Webster Ave. (500 blk.), Nelson St. (500 blk.) and in front of 213 Sixth St. W.

##### Hydrant Repairs:

- Number of hydrant repairs: None

##### Hydrant Replacements:

- Number of hydrant replacements: Four (4)
- In front of 618 First St. W. (HYD129), in front of 654 Riverview Dr. (HYD146),
- in front of 1101 Front St. (HYD344) and York Ave. N. at Eighth St. W. (HYD068)

##### Hydrant Installations (NEW):

- Number of new hydrant installations: None

##### Main Valve Repairs:

- Number of water main valve repairs: None

##### Main Valve Replacements:

- Number of water main valve replacements: Six (6)
- Minnie Ave. at Front St. (VAL551), Frenette Ave. at Fifth St. (VAL440), Third St. E. at Williams Ave. (VAL523),
- Church St. at Mowat Ave. (VAL221 & VAL212) and First St. W. at Morrison Cresc. (VAL102)

##### Water Service Breaks:

- Number of water service breaks: Two (2)
- 515 Nelson St. and 1301 Calder Dr.

##### Water Service Repairs:

- Number of water service repairs: None

##### Water Service Installations (NEW):

- Number of water service installations: One (1)
- 103 Sixth St. E.

Water Service Terminations:

- Number of water service terminations: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Twenty-two (22)
  - 700 McIrvine Rd., 800 Calder Dr. (2), 1301 Calder Dr., 1000 Calder Dr., Point Park (2), 401 King's Hwy.
  - 901 Second St. E., 1214 Third St. E., 1404 King's Hwy., 1103 King's Hwy. (2), 400 Central Ave.,
  - 418 Scott St., 1300 Fifth St. E. (2), 1319 Colonization Rd. W., 621 Church St., 729 Church St.
  - and 1557 Colonization Rd. W. (2)

Frozen Water Services:

- Number of frozen water services: One (1)
  - 400 Central Ave.

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: None

Backflow Preventer Installations/Replacements:

- Number of backflow preventer new installations: None

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: Two (2)
  - 206 Victoria Ave. and 325 Scott St.

Other Information:

- May 4 & 21, 2015 - Completed a connection inspection of the water services at 1050 Walker Ave. N. & 103 Sixth St. E.
- May 25, 2015 - Roto-Rooter commenced cleaning and televising of the sanitary sewer mains
- Summarized final costs for invoicing of private works associated with private works
- Recorded locations of curbs stops at various locations.
- Sunny Cove Camp - continued with the re-assembling of the equipment for water system.
- Traced water service lines at various locations.
- Commenced with the valve exercising program (Area 1) and hydrant valve exercising.

**WATER TREATMENT PLANT:**

- May, 2015 - In receipt of the Water Treatment Facility Monthly Report.
- MC Lough Electric on site working on the installation of the new generator

**SEWERAGE COLLECTION:**Wastewater Main Backups:

- Number of wastewater main backup: None

Sewer Main Repairs:

- Number of sewer main repairs: Two (2)
  - Nelson St. - 800 blk. And Wright Ave. (500 blk.)

Sewer Manhole Repairs:

- Number of sewer manhole repairs: None

Sewer Service Repairs:

- Number of sewer service repairs: One (1)
  - 986 King's Hwy.

Sewer Service Replacements:

- Number of sewer service installations: One (1)
  - 390 McIrvine Rd.

Sewer Service Installations (NEW):

- Number of water service installations: One (1)
  - 103 Sixth St. E.

Sewer Service Terminations:

- Number of water service terminations: None

Other Information:

- Cleaned eight (8) plugged sewer services at the following locations:
  - 407 Sixth St. W., 713 Webster Ave., 546 Second St. W., 1060 Cornwall Ave. N., 401 King's Hwy.
  - 1002 Crowe Ave. and 808 McKenzie Ave. (2).
- May 4 & 21, 2015 - Completed a connection inspection of the sewer services at 1050 Walker Ave. N. & 103 Sixth St. E.
- Recorded locations of cleanouts at various locations.
- Sewer main flushing (Dead Ends)
- Traced sanitary sewer service lines at various locations.

**WASTE-WATER TREATMENT FACILITY:**

- May, 2015 - Received the Wastewater Treatment Facility Monthly Report.

**WASTE MANAGEMENT:**Garbage Collection:

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

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning properly during this period.

- Amount of residential waste delivered to the landfill:
  - 306,170 kgs (306.17 tonnes)
- Amount of ICI waste delivered to the landfill:
  - 466,650 kgs (466.65 tonnes)
- May 9, 2015 - Free tipping day at the landfill for yard waste only (206 vehicles)
- May 19, 2015 - K.J. Refrigeration on site to remove the refrigerants from the appliances.
- May 5, 6 & 29, 2015 - Hauled cover material to landfill - cover garbage.

Recycling:

- Number of complaints regarding recycled materials:
  - Town - 0 complaints, Asselin's - 1 complaint
- Amount of recycled waste diverted from the landfill:
  - 28,910 kgs (28.91 tonnes) Metro

Prepared By: \_\_\_\_\_

Environmental & Facilities Superintendent

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