

TOWN OF FORT FRANCES

AGENDA - September 28, 2015

COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 032) 5:30 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 - Application for Municipal License
 - 4.2 Identifiable Individual - Staffing Matter
 - 4.3 Identifiable Individual - Salary Review
 - 4.4 Pending Litigation - Agency One Matters
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 Update from Councillor Perry
 - 6.4 Verbal Update from Councillor Ryan
7. **Consent Agenda:**
 - 7.1 Northwestern Ontario Sports Hall of Fame and Museum Financial Request 5
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve a half page advertisement in the NWO Sports Hall of Fame and Museum's 34th Annual Induction Dinner Souvenir Program in the amount of \$250.00 plus applicable taxes.
 - 7.2 ARB Notice of Decision (840 Fifth Street W. - 2014 & 2015) 6 - 11
- approval of this report will agree to the Administration & Finance Executive Committee recommendation that the ARB Notice of

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Decisions for property located at 840 Fifth Street West in Fort Frances for the 2014 & 2015 taxation years be received.	
7.3 Riverside Foundation Fundraising Gala Event	12
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve a Bronze Sponsorship in the amount of \$600.00 for the Riverside Foundation for Health 'Under the Big Top' Gala event taking place on October 3, 2015.	
7.4 Fort Frances Curling Club Request	13
- approval of this report will agree to the Administration & Finance Executive Committee recommendation that the Fort Frances Curling Club Finance Committee Chair and the Treasurer be invited to the October 6, 2015 Administration & Finance Executive Committee to discuss the club's tax arrears situation.	
7.5 North Western Ontario Tourism Association	14
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to refer the North Western Ontario Tourism Association Membership request to the Economic Development Advisory Committee for recommendation.	
7.6 Request from Kellie & Bob Whalen (1316 6th Street East) - Water Service Line Upgrade	15 - 22
- approval of this report will ensure that as a result of a difference in interpretation of the communication regarding the above water service line upgrade, that the cost for the upgrade will be split equally between the property owner and the Town as outlined in the report.	
7.7 August 2015 Drinking Water Systems Monthly Summary Report	23 - 31
- approval of this report will accept the August 2015 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.	
7.8 New Columbarium - Riverview Cemetery	32 - 37
- approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee that at this time no new columbarium be planned to be installed in the Riverview Cemetery in 2016.	
7.9 BIA Request for Town In-Kind Services to be performed by O&F Division workforce	38 - 50
- approval of this report will ensure that the request for in-kind services	

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be deferred at this time in order that a meeting can be scheduled between the BIA Organization and the Operations & Facilities Executive Committee.	
7.10 Traffic Control By-law #21/14 Amendment	51 - 53
- approval of this report will authorize the preparation of an appropriate by-law amendment for signing by the Clerk and Mayor.	
8. <u>Planning and Development Division:</u>	
8.1 Huffman Subdivision - Conditions & Marketing	54 - 55
- approval of this report will receive the information contained herein and direct further investigation of options/opportunities as noted by either forming a new committee or involving other existing committees.	
8.2 Land Sale Policy	56 - 67
- approval of this report will receive the promotional flyer provided by Rainy River Future Development Corporation and approve the Land Sale Policy as revised and attached hereto.	
9. <u>Operations and Facilities Division:</u>	
9.1 Endorsement of Long Term (2015 to 2021) Financial Plan for Water and Wastewater Systems	68 - 69
- approval of this report will ensure that the Long Range Financial Plan for both the Water and Wastewater Systems for the period 2015 to 2021 prepared by BMA Management Consulting Inc. is accepted and that a separate resolution is prepared, and further that a copy of the above mentioned Plan be forwarded to the Ministry of Municipal Affairs and Housing prior to January 26, 2016.	
**supporting documentation is attached to the agenda package for the September 16th Operations & Facilities Executive Committee.	
9.2 Verbal Update on Capital Projects	
10. <u>Information:</u>	
10.1 Operations & Facilities Division - Public Works - Operations Statistics for June 2015	70 - 73
10.2 Operations & Facilities Division - Public Works - Operations Statistics for July 2015	74 - 77
10.3 Aircraft Landings as of August 31, 2015	78 - 80
10.4 Tonnage at Landfill Site updated September 1, 2015	81

10.5 Sewer & Water Data updated September 16, 2015

82

11. Non-agenda items:

12. ADJOURNMENT



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2015/102**

TO: Mayor Avis & Members of Council

FROM: Laurie Witherspoon, Treasurer

DATE: September 23, 2015

SUBJECT: Northwestern Ontario Sports Hall of Fame and Museum Financial Request

BACKGROUND

At the September 14, 2015 Council Meeting the letter received from the Northwestern Ontario Sports Hall of Fame and Museum requesting advertising consideration for the 2015 inductees was referred to the Administration & Finance Executive Committee for recommendation.

On September 26, 2015, the Northwestern Ontario Sports Hall of Fame will be inducting its newest Honoured Members at the Valhalla Inn in Thunder Bay and are in the process of putting together their 34th Annual Induction Dinner Souvenir Program.

In prior years, the Town has placed advertisements for congratulatory messages in the souvenir programs for the Northwestern Ontario Sports Hall of Fame and Museum for inductees that were Fort Frances natives. This year Fort Frances native Chris Lindberg is among those being honoured.

RECOMMENDATION

The Administration and Finance Executive Committee recommend that Council approve a ½ page advertisement in the amount of \$250.00 plus applicable taxes in the Northwestern Ontario Sports Hall of Fame and Museum's 34th Annual Induction Dinner Souvenir Program.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve a half page advertisement in the Northwestern Ontario Sports Hall of Fame and Museum's 34th Annual Induction Dinner Souvenir Program in the amount of \$250.00 plus applicable taxes.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2015/92-A**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: September 23, 2015
SUBJECT: ARB Notice of Decision (Prev - Request for Reconsideration M.O.S.)
RE: 840 Fifth Street W. (2014) Roll# 5912-010-004-11500-0000
 840 Fifth Street W. (2015) # 5912-010-004-11500-0000

BACKGROUND

Attached are the Assessment Review Board (ARB) Notice of Decisions for 840 Fifth Street W received since the previous Request for Reconsideration Minutes of Settlement for the 2014 & 2015 taxation years under Section 39.1 of the *Assessment Act* received from MPAC and of which were reviewed at the September 8th Administration & Finance Executive committee meeting. The ARB decision is as follows:

1. **840 Fifth Street W. – Industrial (IT) CVA of 700,000 class change to Commercial (CT) CVA of 350,000 for 2014 taxation year resulting from change of property use and assessment reduced to purchase price; and**
2. **840 Fifth Street W. – Commercial (CT) CVA of 676,000 reduced to Commercial (CT) CVA of 350,000 for 2015 taxation year resulting from assessment reduced to purchase price.**

The Minutes of Settlement for annual assessments made under Section 36 of the Assessment Act have been agreed to and signed by the property owner and MPAC on August 11, 2015 for 2014 and 2015 taxation years. By accepting the settlement, the assessed person acknowledges that the ARB appeal, under Section 40 of the Assessment Act, is settled and no hearing is required by the Assessment Review Board. Although the Town of Fort Frances has not yet signed or agreed to the CVA change of class and/or assessment reduction, Notice of Decisions was received on September 1, 2015 and September 9, 2015 from the Assessment Review Board (ARB). ARB decisions can be appealed only when a point of law has been breached during the hearing and then the appeal would proceed through the Ontario Courts, otherwise their decision is final.

That total financial impact of the Minutes of Settlement is \$39,590.88 consisting of a reduction of municipal revenue of \$31,467.81 and education revenue of \$8,123.07 as listed in the attached Write-offs/Tax Account Adjustment worksheet.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that ARB Notice of Decision for property located at 840 Fifth Street W. in Fort Frances for the 2014 & 2015 taxation years be received.

Council Approval of This Report Will Agree to the Administration & Finance Executive Committee recommendation that the ARB Notice of Decisions for property located at 840 Fifth Street W. in Fort Frances for the 2014 & 2015 taxation years be received.

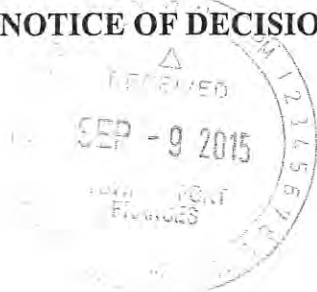
2015 WRITE-OFFS/TAX ACCOUNT ADJUSTMENTS

Batch #	Year Affected	Roll #	Assessment Change	RTC/RTQ	Municipal Rate	School Rate	Municipal Amount	English Public	English Separate	French Public	French Separate	No Sup School	Capping Adjust	Penalty/Interest	BIA	TOTAL
	2014	1.4.115	-700,000	IT	0.04632266	0.01220	-32,425.86					-8,540.00				-40,965.86
	2015	1.4.115	350,000	CT	0.03341874	0.01220	11,696.56					4,270.00				15,966.56
							-20,729.30	0.00	0.00	0.00	0.00	-4,270.00	0.00	0.00	0.00	-24,999.30
	2015	1.4.115	-323,787	CT	0.03316535	0.01190	-10,738.51					-3,853.07				-14,591.58
							-31,467.81	0.00	0.00	0.00	0.00	-8,123.07	0.00	0.00	0.00	-39,590.88
Minutes of Settlement																



NOTICE OF DECISION

ABZAC CANADA INC
2945 LEMIRE BOUL
DRUMMONDVILLE QC J2B 6Y8



Decision No.: 2683398
Region No.: 32

ROLL NO: 5912-010-004-11500-0000

APPEAL NO.: 3050818

840 FIFTH ST WPLAN SM211 LOT 15 16 W PT

FORT FRANCES TOWN

SECTION: 40 Assessment made in 2013 for taxation commencing January 01, 2014

THE ASSESSMENT REVIEW BOARD HAS MADE THE FOLLOWING DECISION:

CHANGE TOTAL VALUE FROM \$700,000 TO \$350,000
CHANGE CLASSIFICATION FROM INDUSTRIAL (FULL) TO COMMERCIAL (FULL)
MINUTES OF SETTLEMENT - REGULAR

OTHER DISPOSITION:

ASSESSED PERSON(S): ABZAC CANADA INC
APPELLANT: GEORGE ARMSTRONG CO LIMITED
REPRESENTATIVE: ARGIL PROPERTY TAX SERVICES

If the decision has changed the assessed value on the property, questions regarding tax refunds or adjustments should be made to the municipality.

A copy of this Decision has been mailed to the following parties or their representatives:
the Appellant(s), the Assessed Person(s), the Municipal Clerk and the Municipal Property Assessment Corporation.

Registrar

Decision released on: September 04, 2015

(Municipality's Copy)



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

MINUTES OF SETTLEMENT FOR ANNUAL ASSESSMENTS MADE UNDER SECTION 36 OF THE ASSESSMENT ACT

In the matter of the assessment made for the **2014 taxation year** for the property described as:

Roll Number:	5912 010 004 11500		
Location/Legal Description:	840 FIFTH ST / PLAN SM211 LOT 15 16 W PT 14 RP48R1762 PARTS 6 TO 11 PCL 14-3		
Municipality/Taxing Authority:	Town of Fort Frances		
Between:	THE MUNICIPAL PROPERTY ASSESSMENT CORPORATION	FIELD OFFICE NO.	32
And:	GEORGE ARMSTRONG CO LIMITED Assessed Person(s)		

The assessment of the property described above was made pursuant to section 36 of the *Assessment Act* and appealed to the Assessment Review Board under section 40 of the *Act*. The following settlement was reached between the parties:

Current Property Assessment					
Property Classification RTC/RTQ	2008 Current Value (Phase-In Use Only)	2012 Current Value	Phase-In Assessment for Taxation Years		
			2014	2015	2016
IT	\$709,000	\$700,000	\$700,000	\$700,000	\$700,000
Total	\$709,000	\$700,000	\$700,000	\$700,000	\$700,000

Revised Property Assessment					
Property Classification RTC/RTQ	2008 Current Value (Phase-In Use Only)	2012 Current Value	Phase-In Assessment for Taxation Years		
			2014	2015	2016
CT	\$709,000	\$350,000	\$350,000	\$350,000	\$350,000
Total	\$709,000	\$350,000	\$350,000	\$350,000	\$350,000

It is agreed between the parties that the decision of the Assessment Review Board will be made in accordance with the settlement. By accepting this settlement, the assessed person hereby acknowledges that the appeal, under section 40 of the *Assessment Act*, for the annual assessment made under section 36 of the *Act* for the taxation year described above, is settled and no hearing is required by the Assessment Review Board.

On behalf of the Municipal Property Assessment Corporation		
Print Name: Walter Veneruzzo		Date (yyyy/mm/dd) 2015-08-11
Assessed Person's Signature or Authorized Representative		
Print Name: GEORGE ARMSTRONG CO LIMITED		Date (yyyy/mm/dd) 2015/08/11
On behalf of the Municipality/Taxing Authority		
Print Name:	Signature:	Date (yyyy/mm/dd)

PLEASE NOTE:

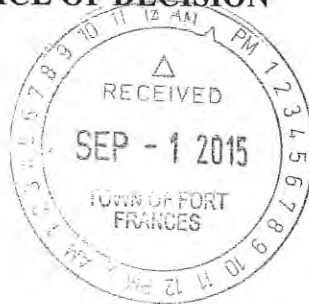
The assessment of this property is subject to change by a supplementary or omitted assessment if there have been any changes to the property after the annual assessment was made for any of the current or two previous taxation years.

Hearing No.:	Appeal No.:
595342	3050818



NOTICE OF DECISION

GEORGE ARMSTRONG CO LIMITED
1603 EMO RD
PO BOX 818 STN MAIN
FORT FRANCES ON P9A 3N1



Decision No.: 2682422
Region No.: 32

ROLL NO: 5912-010-004-11500-0000

DEEMED APPEAL NO.: 3093815

840 FIFTH ST W PLAN SM211 LOT 15 16 W PT

FORT FRANCES TOWN

SECTION: 40 Assessment made in 2014 for taxation commencing **January 01, 2015**

THE ASSESSMENT REVIEW BOARD HAS MADE THE FOLLOWING DECISION:

CHANGE TOTAL VALUE FROM \$676,000 TO \$350,000
MINUTES OF SETTLEMENT - REGULAR

OTHER DISPOSITION:

ASSESSED PERSON(S): GEORGE ARMSTRONG CO LIMITED
APPELLANT: GEORGE ARMSTRONG CO LIMITED
REPRESENTATIVE: ARGIL PROPERTY TAX SERVICES

If the decision has changed the assessed value on the property, questions regarding tax refunds or adjustments should be made to the municipality.

A copy of this Decision has been mailed to the following parties or their representatives:
the Appellant(s), the Assessed Person(s), the Municipal Clerk and the Municipal Property Assessment Corporation.

Registrar

Decision released on: August 28, 2015

(Municipality's Copy)



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

MINUTES OF SETTLEMENT FOR ANNUAL ASSESSMENTS MADE UNDER SECTION 36 OF THE ASSESSMENT ACT

In the matter of the assessment made for the **2015 taxation year** for the property described as:

Roll Number:	5912 010 004 11500		
Location/Legal Description:	840 FIFTH ST / PLAN SM211 LOT 15 16 W PT 14 RP48R1762 PARTS 6 TO 11 PCL 14-3		
Municipality/Taxing Authority:	Town of Fort Frances		
Between:	THE MUNICIPAL PROPERTY ASSESSMENT CORPORATION	FIELD OFFICE NO.	32
And:	GEORGE ARMSTRONG CO LIMITED Assessed Person(s)		

The assessment of the property described above was made pursuant to section 36 of the *Assessment Act* and appealed to the Assessment Review Board under section 40 of the *Act*. The following settlement was reached between the parties:

Current Property Assessment				
Property Classification RTC/RTQ	2008 Current Value (Phase-In Use Only)	2012 Current Value	Phase-In Assessment for Taxation Years	
			2015	2016
CT	\$667,146	\$676,000	\$673,787	\$676,000
Total	\$667,146	\$676,000	\$673,787	\$676,000

Revised Property Assessment				
Property Classification RTC/RTQ	2008 Current Value (Phase-In Use Only)	2012 Current Value	Phase-In Assessment for Taxation Years	
			2015	2016
CT	\$676,146	\$350,000	\$350,000	\$350,000
Total	\$676,146	\$350,000	\$350,000	\$350,000

It is agreed between the parties that the decision of the Assessment Review Board will be made in accordance with the settlement. By accepting this settlement, the assessed person hereby acknowledges that the appeal, under section 40 of the *Assessment Act*, for the annual assessment made under section 36 of the *Act* for the taxation year described above, is settled and no hearing is required by the Assessment Review Board.

On behalf of the Municipal Property Assessment Corporation		
Print Name: Walter Veneruzzo		Date (yyyy/mm/dd) 2015-08-11
Assessed Person's Signature or Authorized Representative		
Print Name: GEORGE ARMSTRONG CO LIMITED / 40 Arbutus Property Tax		Date (yyyy/mm/dd) 2015/08/11
On behalf of the Municipality/Taxing Authority		
Print Name:	Signature:	Date (yyyy/mm/dd)

PLEASE NOTE:

The assessment of this property is subject to change by a supplementary or omitted assessment if there have been any changes to the property after the annual assessment was made for any of the current or two previous taxation years.

Hearing No.:	Appeal No.:
595342	3093815



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2015/101**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: September 23, 2015
SUBJECT: Riverside Foundation Fundraising Gala Event

BACKGROUND

At the September 14, 2015 Council Meeting the Riverside Foundation fundraising gala event request was referred to the Administration & Finance Executive committee for recommendation.

This year's Riverside Foundation for Health Care 'Under The Big Top' Gala fundraising event taking place on October 3, 2015 at the Copper Rover Inn. Attached is the fundraising event invitation to purchase tickets at a cost of \$55.00 each or to consider sponsorship of this event, which includes 8 tickets/reserved table, for Platinum - \$2,000, Gold - \$1,500, Silver - \$1,000 or Bronze - \$600. All proceeds from this year's Gala will support the purchase of a transportable LIFEPAK Defibrillator and AED Cardiac Monitor for the LaVerendrye Hospital Emergency Room.

In the past, Council has authorized the purchase of fundraising tickets and/or sponsorships to support the Riverside Foundation for Health Care's fundraising events. Council authorized a Bronze Sponsorship in 2014 as indicated in the attached advertisement.

RECOMMENDATION

The Administration and Finance Executive Committee recommends that Council approve Bronze Sponsorship for the Riverside Foundation for Health Care Under The Big Top Gala in the amount of \$600.00.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve a Bronze Sponsorship in the amount of \$600.00 for the Riverside Foundation for Health Under the Big Top Gala event taking place on October 3, 2015.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2015/103**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: September 23, 2015
SUBJECT: Fort Frances Curling Club Request

BACKGROUND

At the September 14, 2015 Council Meeting the letter received from the Fort Frances Curling Club requesting a meeting was referred to the Administration & Finance Executive Committee for recommendation.

As indicated in the letter dated August 17, 2015 from the Fort Frances Curling Club President, Ron Silver, the curling club is experiencing financial difficulties citing downturn in the regional economy. The Fort Frances Curling Club is requesting a meeting to discuss the club's tax arrears situation.

RECOMMENDATION

The Administration and Finance Executive Committee recommend that the Fort Frances Curling Club Finance Committee Chair and the Treasurer be invited to the October 6, 2015 Administration & Finance Executive Committee to discuss the club's tax arrears situation.

Council Approval of This Report Will Agree to the Administration and Finance Executive Committee recommendation that the Fort Frances Curling Club Finance Committee Chair and the Treasurer be invited to the October 6, 2015 Administration & Finance Executive Committee to discuss the club's tax arrears situation.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2015/104**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: September 23, 2015
SUBJECT: North Western Ontario Tourism Association

BACKGROUND

At the September 14, 2015 Council Meeting the letter received from the North Western Ontario Tourism Association requesting consideration of membership was referred to the Administration & Finance Executive Committee for recommendation.

The North Western Ontario Tourism Association (NWOTA) is an advisory group who is interested in the success of tourism in Northwestern Ontario. The Associate Membership for individuals, non-tourism businesses and non-profit organization, the membership for January 1 – December 31, 2015 is \$100.00 (see attached page from the NWOTA web-site). The Town has not been a member since 2011.

RECOMMENDATION

The Administration and Finance Executive Committee recommend that the North Western Ontario Tourism Association Membership request be referred to the Economic Development Advisory Committee for recommendation.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to refer the North Western Ontario Tourism Association Membership request to the Economic Development Advisory Committee for recommendation.

September 23, 2015

Report To: Mayor & Council

From: Operations & Facilities Executive Committee

SUBJECT: Request from Kellie & Bob Whalen – 1316 - 6th Street East – Not to be Responsible for the Costs to Upgrade the water service line from ½ inch diameter to ¾ inch diameter from the watermain to the Curb Stop Valve.

Kellie & Bob Whalen, property owners of 1316 – 6th Street East wrote a letter dated August 12, 2015 to Mayor & Council requesting not to be responsible for the costs to upgrade the water service line from existing ½ inch diameter to ¾ inch diameter from the watermain to the curb stop valve based on the fact that the Town did not know the actual size of the service line and that they claim that incorrect information was obtained from Town employees. See attached copy of the letter from Kellie & Bob Whalen.

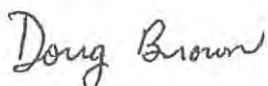
Also please find attached a chain of events report, prepared by Doug Herr, Environmental & Facilities Superintendent for your review which outlines the communication that took place prior to up-sizing the water service line on August 12, 2015 where the total cost including the asphalt patch was \$4,503.75 (No HST water work).

Based on the chain of events report, subsections 6.8 & 2.1 of existing Water System Management By-law No. 16/06 and clause 7.6.3.4 of the Ontario Building Code (See attached information), it is difficult to understand how the Town would be responsible for the cost to up-size the water service line for the property at 1316 – 6th Street East.

The Operations & Facilities Executive Committee recommends the following;

- 1) As a result of a difference in interpretation of the communication which took place between the property owners of 1316 6th Street East, Kellie and Bob Whalen and the staff in the O & F division (water& sewer dept.) the cost to upgrade the water service line from a ½ inch diameter line to a ¾ inch diameter line from the watermain to the property line will be spilt equally between both the Town and Kellie & Bob Whalen, the property owners of 1316 6th Street East. The cost each party is \$ 2,251.88 (No HST).
- 2) That Kellie & Bob Whalen will have the option to utilize a payment plan to pay off their portion \$ 2,251.88.

Respectfully submitted,



Doug Brown, P. Eng.
Operations & Facilities Manager

f/n: 2015Septwhalenwater

Council approval of this report will ensure the following:

- 1) As a result of a difference in interpretation of the communication which took place between the property owners of 1316 Sixth Street East, Kellie and Bob Whalen and the staff in the O & F Division (water and sewer department) the cost to upgrade the water service line from a ½ inch diameter line to a ¾ inch line diameter line from the watermain to the property line will be split equally between both the Town and Kellie and "Bob Whalen, the property owners of 1316 Sixth Street East. The cost to each party is \$2,251.88 (No HST)
- 2) That Kellie and Bob Whalen will have the option to utilize a payment plan to pay off their Portion of \$2,251.88.

1316 - 6TH STREET EAST

The Town of Fort Frances
 320 Portage Ave.
 Fort Frances, ON

August 12, 2015

Dear Mayor and Council;

We recently purchased a home with intentions to renovate.

While we debated the extent of our reno's, we had the sewer inspected (which was in great shape) and we were told that the water lines on our street were upgraded to $\frac{3}{4}$ inch at the curb stop. Due to this information we decided to proceed with a more extensive renovation and so we were aware that we would have to upgrade the $\frac{1}{2}$ inch water line on our property.

Imagine our disappointment when we dug it up and discovered it was still $\frac{1}{2}$ inch at the curb stop. Had we been given this information prior, we would not have done such an extensive reno, and we would not have had to upgrade the $\frac{1}{2}$ inch water line.

The Public Works manager said it didn't matter what we were told, only that we would now have to pay \$3-5000 to upgrade to the main on town property. This was never in our budget, and would have changed the course of events significantly had we known.

We do not believe this is fair to us at all, and in fact, we are very upset with this situation. The information given to us was incorrect. We should not be made responsible to pay for the upgrade from the curb stop to the main.

We are requesting the opportunity to attend the next Operations and Facilities meeting to discuss our situation. We can be reached at 274-6552 or 276-2581.

Thank you.

Sincerely,

Kellie Whalen

Bob Whalen

Chain of Events
1316 SIXTH STREET EAST
 (Bob and Kellie Whalen)
Water Service (Undersized)

- July 09, 2015 – Travis George and Kyle Turgeon completed an inspection of the sanitary sewer service using a closed circuit television camera. The inspection showed the service to be in good structural and serviceable condition. Owner advised of this. The water to the premises was also turned off at this time as per the Owner's request.

While at the site inspecting the sewer service the Owner, Bob Whalen asked Travis George about the condition of the water service line. Travis indicated to him that the water services into 1308 and 1324 Sixth St. E. had been upgraded in the past to ¾" (19 mm) diameter copper and thought the same would be for this property as well. Water service line was not excavated and exposed at the property line to verify this.

- August 04, 2015 – I received a telephone call from Travis Rob, Chief Building Official informing me that he had been made aware that the existing water service, Town side was only ½" (12 mm) copper. Travis told me that he had discussed with the Owner what was to take place regarding the under sizing of the water service.

Approximately 20 minutes after talking with Travis Rob, Mr. Whalen came into the Public Works building to see me. Mr. Whalen claimed that he was told that the Town portion of the water service had been upgraded to ¾" diameter copper. It was only when they excavated down to the curb stop at the property line to make the connection did they discover the water service was ½" diameter on the Town's side. I explained to Mr. Whalen that the service would have to be upgraded to ¾" diameter copper line at his expense. Mr. Whalen questioned why he would have to pay for the upgrade when the line is on the Town's property. I informed him that this is in respect to the Town's water by-law. Mr. Whalen then asked what the cost would be for the installation. I gave him a price of \$3,000 - \$5,000. Mr. Whalen was not impressed and walked out of the office implying that he was going to see his lawyer.

An hour or so later I received a telephone call from Mr. Whalen's lawyer. He informed me that he was calling in respect to Mr. Whalen's request. He asked me what had taken place and I informed him that all was being done in accordance with the Town's water by-law. He told me he would explain this to his client.

Shortly after my conversation with Mr. Whalen's lawyer I received a telephone call from Mr. Whalen telling me that his wife would be in later that day to fill an application for the installation of the new water service.

Shortly thereafter Mrs. Whalen came into the Public Works building. She made it quite clear that she wasn't happy with the situation. She did though complete the necessary application and paid the deposit. I informed her that the work could not be done this week

as the Town had to arrange for utility locates, which could take up to seven days to receive. Once they are obtained the Town would proceed with the work.

- August 12, 2015 – The Town replaced the existing ½" copper water service with new ¾" copper line from the water main to the property line at a cost of \$4,503.75.

TOWN OF FORT FRANCES
By-Law No. 16/06

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- a) Where the water service pipe is to be permanently terminated the service pipe, at the discretion of the Engineer is to be disconnected at the water main, the water main plugged, and the curb box and rod removed at the owner's expense.
- b) Where the water service pipe is to be temporarily terminated, the Town shall turn off the shut-off valve (curb stop), at the owner's expense.

6.8 Terminated of service – reconnection – Inspection

Where a water service connection is required to be reconnected to a premises, such service shall be dug by the Owner/Applicant at the property line, water service exposed and inspected by the Town to ensure that such service meets present standards.

If existing service is acceptable the Owner may proceed with its installation. Connections to existing services are to be inspected by the Town prior to backfilling at the inspection rate as set within this by-law.

If existing service does not meet present standards or by-law requirements the Owner shall make application for new service as described in Section 2.4 of this by-law.

The Owner/Applicant shall be liable for the cost of locating water service connections upon application for reconnection.

6.9 Maintenance of service stub – Town

The Town of Fort Frances at its expense shall maintain the water service stub.

6.10 Maintenance of service extension and private main – Owner

Any and all defects to the water service extension and private main shall be repaired by the owner of the property being serviced. Should the Town become aware of any such defect, and upon written notification to the owner, the said defect is not repaired, within seven (7) days of the date of the notification or within such time as the Engineer may deem necessary, then the Town may turn off the water supply to the property. Once the owner has repaired the water service extension the Town will restore the water supply to the premises. The owner shall be charged for the turn "off"/"on" of the water supply in accordance with the Town's User Fee By-law.

6.11 Access to shut-off valves

All shut-off valves must be left clear and accessible at all times so that the water in the water service pipe and private mains may be turned off or on as may be found necessary by the Engineer.

6.12 Responsibility for protection, water loss, damage

All water service extensions to and including the meter shall be properly protected from frost and any other damage at the expense and risk of the owner of the property being serviced. The owner shall be responsible for the water loss occasioned by a leak in the water service extension and/or private main and the charge for such water loss shall be determined by the Engineer, shall be paid by the owner upon demand by the Town, and the Town shall not be held responsible for any damages arising from such leakage.

6.13 Responsibility - vacant and unheated premises

When any premises is left vacant or without heat, it is the owner's responsibility to shut off the water supply from within the premises and to drain the piping therein. The owner may apply in writing to the Town to have the shut-off valve turned off to stop water supply. The valve will be turned on only at the owner's request and in the owner's presence. The owner shall pay for this service at the rate shown in accordance with the Town's User Fee By-law.

6.14 Responsibility - water damage

When any premises left vacant, unattended or without heat, where the water supply has not been shut off, suffers damage to it and its contents from a leaking or burst water pipe, the owner or the occupant shall have no claim against the Town. Should the Engineer become aware of such leaking or burst pipes, the Engineer shall turn off the shut-off valve, and the water supply shall not be turned on until the Engineer, in his/her discretion, shall consider it advisable.

6.15 Responsibility for frozen pipes - Town - Owner

Thawing out frozen water service stubs shall be the Town's responsibility. Thawing out frozen service extensions and private mains shall be the owner's responsibility. Where any employee of the Town assists the owner in the thawing of frozen pipes on the owner's property, all such work will be the owner's expense as outlined in this by-law. The owner shall have no claim against the Town by reason of such work.

6.16 Responsibility for Hydrant Maintenance – Town – Private

Any hydrant situated within the road allowance is the property of the Town and shall be maintained by it. Hydrants privately owned and paid for by any persons, other than the Town shall be maintained by qualified persons or the Town through a written agreement. All hydrants are to be maintained as per the *Ontario Fire Code*.

TOWN OF FORT FRANCES
By-Law No. 16/06

Page 9 of 22

1.31 Service Stub - defined

"service stub" shall mean the portion of a water service pipe from a main to the property line, which will always include shut-off valve.

1.32 Shut-Off Valve - defined

"shut-off valve" shall mean the valve on the water service or private main owned and used by the Town to shut off or turn on the water supply from the Town's waterworks distribution system to any premises. Where the context so requires, "shut-off valve" means a "curb stop".

1.33 Single Detached Residence - defined

"single detached residence" shall mean a single dwelling, which is freestanding, separate and detached from other main buildings or main structures, including a split-level dwelling, but does not include a mobile home.

1.34 Subdivider - defined

"subdivider" shall mean the owner or party specifically named in a Subdivision Agreement.

1.35 Termination of service - defined

"termination of service" shall mean the discontinuation of use of a water service to supply water to a premises, either on a permanent or temporary basis.

Permanent termination -- where the existing water service will not or cannot be used or where no building requiring a water service is planned.

Temporary termination -- where the existing water service will or can be used, or where a building requiring a water service is planned for construction within a specified period of time.

1.36 Town - defined

"Town" shall mean The Corporation of the Town of Fort Frances.

1.37 Water - defined

"water" shall mean potable water supplied by the Town.

1.38 Water Distribution System - defined

"water distribution system" shall mean mains with connections to feeder mains, feeder mains within subdivision lands, private mains, services, fire hydrants, and shut-off valves and all other appurtenances thereto.

1.39 Water Related Services - defined

"water related services" shall include but not be limited to those items set out under the heading "Miscellaneous Charges" in accordance with the Town's User Fee By-law.

1.40 Water Service Pipe - defined

"water service pipe" shall mean the pipe and fittings that convey potable water from a connection on a main or private main to the meter location, or, for a fire service, to the inside of the exterior wall of a structure.

1.41 Waterworks - defined

"waterworks" shall mean any works for the collection, production, treatment, storage, supply and distribution of water, or any part of any such works, but does not include plumbing to which the *Building Code Act, 1997*, or any amendments thereto apply.

Part 2
ADMINISTRATION

2.1 Application - payment prior to installation

An application for water service from the Town shall be completed on the standard forms and any required deposit payments shall be made by the owner or their authorized agent before any work is commenced on the installation of the water service and before the water service is turned on.

2.2 Application -- termination of service -- building demolition -- permanent/temporary

In the event of the demolition of any building or buildings on a premise serviced with water and the appropriate application is to be made with the Town for termination of such water service:

- a) Where the existing water service will not or cannot be used or where no building requiring a water service is planned is to be permanently terminated.
- b) Where the existing water service will or can be used, or where a building requiring a water service is planned for construction within a specified period of time is to be temporarily terminated.

7.6.3.2.

2012 Building Code Compendium



Table 7.6.3.2.C.
Sizing of Water Distribution Systems for Water Closets with Direct Flush Valves
Forming Part of Sentences 7.6.3.2.(4) and 7.6.3.4.(5)

Number of Valves	Individual Fixture Units Assigned in Decreasing Values	Fixture Units in Accumulative Values ⁽¹⁾
1	40	40
2	30	70
3	20	90
4	15	105
5 or more	10 for each <i>public use</i> , and 6 for each <i>private use</i>	115, plus 10 for each <i>public use</i> additional fixture in excess of 5, and 111, plus 6 for each <i>private use</i> additional fixture in excess of 5
Column 1	2	3

Notes to Table 7.6.3.2.C.:

- (1) The accumulative fixture unit values are the total values to be used in conjunction with Table 7.6.3.2.A.

Table 7.6.3.2.D.
Hydraulic Loads of Fixtures Not Listed in Table 7.6.3.2.A.
Forming Part of Sentences 7.6.3.2.(2) and (3) and 7.6.3.4.(5)

Size of Supply Pipe, in.	Hydraulic Load, fixture units	
	Private Use	Public Use
$\frac{3}{8}$	1	2
$\frac{1}{2}$	2	4
$\frac{3}{4}$	3	6
1	6	10
Column 1	2	3

7.6.3.3. Static Pressure

- (1) Where the static pressure at any fixture may exceed 550 kPa, a pressure reducing valve conforming to Article 7.2.10.12. shall be installed to limit the maximum static pressure at the fixture to 550 kPa.

7.6.3.4. Size

- (1) Every water service pipe shall be sized according to the peak demand flow but shall not be less than $\frac{1}{2}$ in. in size.
- (2) Except as permitted in Sentence (3), the size of a supply pipe that serves a fixture or device shall conform to Table 7.6.3.2.A.
- (3) For fixtures listed in Table 7.6.3.2.A that have a permitted supply pipe size of $\frac{3}{8}$ in., a connector not more than 750 mm long and not less than 6.3 mm inside diameter may be used to supply water to the fixture or device.
- (4) No water system between the point of connection with the water service pipe or the water meter and the first branch that supplies a water heater that serves more than one fixture shall be less than $\frac{3}{4}$ in. in size.
- (5) Where both hot and cold water is supplied to fixtures in residential buildings containing one or two dwelling units or row houses with separate water service pipes, the water system may be sized in accordance with Table 7.6.3.4. where,

September 17, 2015

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

SUBJECT: August 2015 Drinking Water Systems Monthly Summary Report

Please find attached the August 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 August 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 August 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

03CouncilwaterreportMarch 2015

August, 2015

**Monthly Summary Report
Water Systems**

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

Dated: September 14, 2015

1) **Introduction -**

This report contains the major maintenance activities and operational events that occurred during the month of August 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): 5 samples taken no adverse results
 Water Treatment Plant (raw): 5 samples taken no adverse results
 Water Distribution System: 20 samples taken where 25% of samples were tested for heterotrophic plate count HPC no adverse results

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

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 purposes 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

August 02nd - calibrated distribution chlorine analyzer.

August 06th - cleaned top and bottom tanks on poly unit.
 - cleaned all four (4) check valves on the poly unit.
 - greased motors and chains on clarifiers.

August 07th - took Soda Ash feeder apart and cleaned put back on line.

August 15th - calibrated distribution chlorine analyzer.

August 18th - cleaned the plant.

August 19th - worked on distribution chlorine analyzer.

August 26th - annual calibrations completed by Lakeside Controls.

August 27th - annual calibrations completed by Lakeside Controls.

August 28th - annual calibrations completed by Lakeside Controls.
 - cleaned top and bottom tanks on poly unit.
 - cleaned all four (4) check valves on the poly unit.

August 29th - worked on low Filter No. 2 effluent valve.

8) Water Complaints:

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

9) Other Miscellaneous Information:

- August 04th - routine micro sample collection.
 - took D.W.S.P. samples at plant and Tower.
 - water main break repair - Fourth St. W. (100 blk.) - bacti water samples – 2nd set.
- August 10th - routine micro sample collection.
- August 17th - routine micro sample collection.
 - hydrant replacement (HYD124) - water samples - Webster Ave. (500 blk.) - 1st set.
- August 18th - hydrant replacement (HYD124) - water samples - Webster Ave. (500 blk.) - 2nd set.
- August 19th - King's Hwy. reconstruction project - new water main - bacti samples - 1st set.
- August 20th - King's Hwy. reconstruction project - new water main - bacti samples - 2nd set.
- August 24th - routine micro sample collection.
- August 25th - 103 Sixth St. W. - new customer service - bacti sample - 1st set.
- August 26th - 103 Sixth St. W. - new customer service - bacti sample – 2nd set.
 - 740 Sixth St. W. and 801 Eighth St. W. - customer service repair - bacti sample - 1st set.
- August 27th - 740 Sixth St. W. and 801 Eighth St. W. - customer service repair - bacti sample - 2nd set.
- August 28th - King's Hwy. reconstruction project - new water main tie-in at Lillie Ave. and Webster Ave. - bacti samples - 1st set.

- August 31st - routine micro sample collection.
- King's Hwy. reconstruction project - new water main tie-in at Lillie Ave. and Webster Ave. - bacti samples – 2nd set.
 - 740 Sixth St. W. and 801 Eighth St. W. - customer service repair - bacti sample - 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 August 2015

Flow Data August	Units	2013		2014		2015	
		Day of the Month		Day of the Month		Day of the Month	
Total Raw Water	m^3		161980		184830		195880
Raw Maximum Day	m^3	Sunday 25th	5920	Friday 22nd	6860	Tuesday 4th & Sunday 23rd	6620
Raw Minimum Day	m^3	Wednesday 14th	4460	Wednesday 27th	4960	Monday 31st	5370
Raw Average Daily Consumption	m^3		5230		5960		6320
Total Treated Water	m^3		129740		129750		130290
Treated Water Maximim Day Consumption	m^3	Friday 23rd	5130	Thursday 28th	5080	Sunday 16th	5030
Treated Water Minimim Day Consumption	m^3	Sunday 04th	3430	Monday 25th	3480	Sunday 23rd	3510
Treated Water Average Day Consumption	m^3		4190		4190		4200
Daily Average Per Household Consumption Rate	m^3		1.11		1.11		1.11
* Daily Average Per Person Consumption Rate	m^3		0.52		0.52		0.53
Monthly Averages - Operating Parameters WTP:							
FAC Residual - Treated Water	mg/L		1.83		1.78		2.10
Total Chlorine Residual - Treated Water	mg/L		2.15		2.09		2.38
Aluminum Sulphate - Raw Water	mg/L		34.0		36.0		35.0
Aluminum Sulphate - Treated Water Residual	mg/L		0.06		0.06		0.03
Fluoride - Treated Water	mg/L		0.60		0.57		0.56
Soda Ash - Raw Water	mg/L		34.0		36.0		35.0
PH - Adjusted	mg/L		7.11		7.29		7.20
Temperature	C		20.0		22.3		20.1
Quantity of Chemical Used:	kg						
Aluminum Sulphate	kg		5507.3		6653.9		6855.8
Polyelectrolyte	kg		87.5		75.0		62.5
Chlorine Gas	kg		716		933		947
Soda Ash - Used for PH Adjustment	kg		5507.3		6653.9		6855.8
Fluoride	kg		458		441		600

- * The Canadian Average is 450 Litres (0.45 m^3) per day.
- * Population is 7986
- * Number of Households is 3783

Operating Data	Units	*MAC	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	Average
		or Range																																	
Flow rates																																			
Raw Water	10^3 M^3	17	6.38	6.53	6.47	6.62	6.52	6.54	6.53	6.45	6.40	6.40	6.56	6.55	6.54	6.54	6.51	6.52	6.47	6.49	6.49	6.49	6.49	6.48	6.62	6.21	6.46	5.68	5.61	5.63	5.67	5.66	5.37	195.88	6.32
Peak Instantaneous - Raw Water	L/s	n/a	76.23	76.52	76.19	76.32	76.17	76.26	76.33	76.37	76.44	76.80	76.77	76.54	76.74	76.87	76.38	76.36	75.84	75.66	75.88	76.02	75.81	75.70	75.64	75.17	75.15	74.96	65.32	76.53	65.32	65.46	65.29	2317.04	74.74
Treated Water	10^3 M^3	17	4.48	4.65	3.87	4.09	4.23	4.53	4.05	3.74	3.75	3.83	4.56	4.53	4.53	4.52	4.65	5.03	4.46	4.58	4.50	3.81	3.91	3.96	3.51	3.69	4.03	3.89	4.30	4.70	3.98	3.95	3.98	130.29	4.20
Peak Instantaneous - Treated Water	L/s	n/a	80.08	97.26	86.98	81.32	73.28	83.57	75.08	76.57	72.01	72.72	72.68	73.95	73.13	74.77	73.78	76.48	75.20	74.48	73.47	72.50	72.95	73.14	72.65	71.94	73.87	72.38	81.43	76.18	75.58	73.43	72.95	2355.81	75.99
BackWash Water	10^3 M^3	n/a	0.155	0.245	0.260		0.468	0.219	0.256	0.238		0.257	0.226	0.257	0.619	0.486	0.468	0.238	0.220	0.478	0.218	0.291	0.237	0.215	0.249	0.242	0.218	0.249	0.246	0.221	0.253	0.218	0.255	8.202	0.283
Fluoride Information																																			
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.56	0.54	0.56	0.51	0.54	0.56	0.55	0.56	0.54	0.51	0.61	0.64	0.58	0.57	0.63	0.57	0.55	0.64	0.58	0.59	0.54	0.55	0.54	0.56	0.57	0.54	0.56	0.54	0.55	0.57	0.53	17.44	0.56
Turbidity Information																																			
Raw Water	NTU	n/a	1.38	1.41	1.40	1.45	1.17	1.23	1.17	1.19	1.16	0.96	0.97	0.98	0.95	0.95	0.94	0.96	1.13	1.05	1.15	1.31	1.25	1.17	1.20	1.16	1.45	1.41	1.37	1.45	1.51	1.47	1.48	37.83	1.22
Settled Water	NTU	n/a	0.11	0.09	0.08	0.09	0.14	0.20	0.14	0.11	0.11	0.13	0.14	0.15	0.23	0.13	0.18	0.14	0.10	0.12	0.19	0.12	0.13	0.11	0.11	0.09	0.12	0.11	0.12	0.15	0.11	0.09	0.09	3.96	0.13
Treated Water	NTU	1	0.04	0.03	0.03	0.04	0.05	0.03	0.07	0.09	0.08	0.07	0.09	0.10	0.08	0.08	0.08	0.08	0.07	0.07	0.07	0.07	0.08	0.06	0.06	0.04	0.07	0.06	0.05	0.09	0.09	0.06	0.08	2.06	0.07
Other Operating Parameters																																			
pH - Treated Water	no units	6.5 to 8.5	7.14	7.13	7.26	7.09	7.25	7.29	7.05	7.12	7.15	7.17	7.11	7.28	7.29	7.21	7.19	7.21	7.26	7.27	7.32	7.30	7.25	7.19	7.15	7.22	7.23	7.22	7.17	7.25	7.17	7.12	7.25	223.31	7.20
pH - Settled water	no units	n/a	6.01	6.06	5.99	6.24	6.21	6.15	6.06	6.10	6.01	6.20	6.19	6.19	6.10	6.08	6.22	6.27	6.12	6.08	6.31	6.24	6.30	6.27	6.20	6.11	6.15	6.19	6.15	6.20	6.17	6.21	6.22	191.00	6.16
pH - Raw Water	no units	n/a	6.99	6.94	6.97	6.98	7.01	6.95	7.15	7.13	7.19	6.98	6.99	6.95	7.03	6.98	6.96	6.95	6.95	6.86	6.99	7.02	7.00	7.05	7.15	7.16	7.12	7.10	7.19	7.10	7.03	7.10	7.09	218.06	7.03
FAC - Treated Water	mg/l	0.2 to 4	2.15	2.20	2.15	2.20	2.26	2.05	2.11	1.99	1.86	2.06	2.17	2.16	2.32	2.14	2.10	2.09	2.10	2.11	2.24	2.06	1.96	2.00	2.20	2.06	1.85	2.10	1.98	1.99	1.91	2.32	2.20	65.09	2.10
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.44	2.48	2.44	2.50	2.48	2.54	2.34	2.17	2.15	2.34	2.42	2.52	2.60	2.46	2.52	2.50	2.42	2.42	2.38	2.38	2.20	2.25	2.47	2.37	2.15	2.25	2.19	2.20	2.17	2.60	2.52	73.87	2.38
Temperature	C	15	21.0	21.0	21.0	21.0	20.0	21.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	21.0	22.0	21.0	21.0	20.0	20.0	20.0	20.0	20.0	20.0	20.0	19.0	19.0	19.0	19.0	19.0	19.0	19.0	623.0	20.1
Fluoride used (Total Daily Consumption)	kg	n/a	21.0	19.0	19.0	20.0	20.0	19.0	19.0	21.0	18.0	19.0	19.0	21.0	22.0	21.0	22.0	21.0	22.0	21.0	20.0	20.0	20.0	20.0	21.0	19.0	20.0	16.0	17.0	16.0	16.0	15.0	600.0	19.4	
Chlorine used (Total Daily Consumption)	kg	n/a	30.0	33.0	32.0	33.0	32.0	31.0	31.0	34.0	31.0	31.0	32.0	32.0	32.0	32.0	31.0	32.0	32.0	32.0	31.0	32.0	31.0	31.0	32.0	28.0	30.0	27.0	27.0	26.0	27.0	26.0	26.0	947.0	30.5
Soda ash (Total Daily Consumption)	kg	n/a	223.3	228.6	226.5	231.7	228.2	228.9	228.6	225.8	224.0	224.0	229.6	229.3	228.9	228.9	227.9	228.2	226.5	227.2	227.2	227.2	227.2	226.8	231.7	217.4	226.1	198.8	196.4	197.1	198.5	198.1	188.0	6855.8	221.2
Soda Ash - Dosage	mg/l	n/a	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	1085.0	35.0	
Alum residual - (Total Daily Consumption)	kg	n/a	223.3	228.6	226.5	231.7	228.2	228.9	228.6	225.8	224.0	224.0	229.6	229.3	228.9	228.9	227.9	228.2	226.5	227.2	227.2	227.2	227.2	226.8	231.7	217.4	226.1	198.8	196.4	197.1	198.5	198.1	188.0	6855.8	221.2
Alum residual - Dosage	mg/l	n/a	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	1085.0	35.0	
Alum residual - Treated Water	mg/l	0.1	0.04	0.04	0.02	0.04	0.02	0.04	0.04	0.04	0.03	0.05	0.02	0.02	0.02	0.03	0.04	0.02	0.01	0.04	0.02	0.02	0.03	0.04	0.03	0.04	0.04	0.04	0.04	0.02	0.04	0.02	0.04	0.98	0.03
Poly bags added (25 kg bags)	kg							0.5						0.5		0.5										0.5				0.5				62.5	

September 15, 2015

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

Subject: Decision on installing a New Columbarium – Riverview Cemetery

Presently the Town has 3 Columbariums; Two at the Riverview Cemetery and the other at the Fort Frances Cemetery. Each columbarium has 112 niches where each niche holds up to 2 urns or a total of 224 urns. See table below outlining pertinent information on each columbarium.

Columbarium	Cemetery	Installation Date	Approximate cost without Foundation	Remaining Niches	Sold Niches
Lady Frances Simpson	Fort Frances	May of 1998	\$ 41,554	85	27
Sieur de Lavernedrye	Riverview	May of 1998	\$41,554	0	112
JA Mathieu	Riverview	May of 2007	\$ 49,418	17	95

The reason for this report at this time is a decision needs to be made in the near future either to install another columbarium at the Riverview Cemetery or limit the supply of niches in order to sell the remaining niches in the Lady Frances Simpson Columbarium at the Fort Frances Cemetery. There is approximately one year supply of niches remaining in the JA Mathieu Columbarium. Sherry George, Museum Curator is investigating and suggesting who will be the next forefather/mother to be carved into the exterior side of the next new Columbarium at the Riverview Cemetery.

As you are fully aware, back in November of 2005, the Town suggested relocating the Lady Frances Simpson columbarium from the Fort Frances Cemetery to the Riverview Cemetery. However some of the owners of niche spaces within the Fort Frances Cemetery columbarium couldn't agree to this suggestion.

As a result of having 102 niches available for sale in columbariums, the Operations & Facilities Executive Committee recommends at this time that no new columbarium be planned to be installed in the Riverview cemetery in 2016.

Respectfully Submitted
Operations & Facilities Division

Doug Brown

Doug Brown, P. Eng.
Operations and Facilities Manager

Council approval of this report will agree with the recommendation from the Operations and Facilities Executive Committee that at this time no new columbarium be planned to be installed in the Riverview Cemetery in 2016.

RECOMMENDED

SEP 23 2015

DIV. MNG.

EXECUTIVE COMM.

CEMETERY AND FLOWER STATISTICS

Up to Sept
15

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2004 to 2014
FF - Interments In-Ground Full Burial	1	1	1	2	2	2	1	3	1	0	1	2	1
RV - Interments In-Ground Full Burial	38	30	25	30	26	20	23	21	20	17	19	10	23
Total - Interments In-Ground Full Burial	39	31	26	32	28	22	24	24	21	17	20	12	25
FF - Interments In-Ground Cremation	7	5	5	4	13	7	3	8	10	5	6	8	7
RV - Interments In-Ground Cremation	38	34	39	31	39	45	44	44	58	45	46	31	41
FF - Columbarium Interments	1	1	0	3	1	4	2	4	2	1	2	0	2
RV - Columbarium Interments	6	12	7	9	8	13	12	13	13	13	13	17	11
Total Cremations Interments	52	52	51	47	61	69	61	69	83	64	67	56	61
Total Interments	91	83	77	79	89	91	85	93	104	81	87	68	87
Percentage of Full Burial Interments	42.86%	37.35%	33.77%	40.51%	31.46%	24.18%	28.24%	25.81%	20.19%	20.99%	22.99%	17.65%	29.8%
Percentage of Cremations Interment	57.14%	62.65%	66.23%	59.49%	68.54%	75.82%	71.76%	74.19%	79.81%	79.01%	77.01%	82.35%	70.2%
FF - Grave Plots Purchased	n/a	0	0	1	0	0	0	0	0	0	0	1	0
RV - Grave Plots Purchased	n/a	29	16	16	18	15	9	8	12	7	10	5	13
FF - Columbarium Niche Sales	n/a	1	0	2	1	2	1	6	3	3	1	3	2
RV - Columbarium Niche Sales	n/a	15	8	9	9	15	9	12	13	9	17	14	12
FF - Annual Care Sales	0	0	0	0	0	0	1	0	1	1	10	0	1
RV - Annual Care Sales	8	7	16	11	9	15	12	11	15	11	0	8	10
Total Annual Care Sales	8	7	16	11	9	15	13	12	16	12	10	8	11
FF - Special Care Sales	0	2	0	1	1	1	0	1	1	1	0	1	1
RV - Special Care Sales	10	10	19	12	6	9	10	16	10	6	4	7	10
Total Special Care Sales	10	12	19	13	7	10	10	12	11	7	4	8	11
FF - Number of Flowers Planted						14,280	14,310	14,313	11,933				14,295
RV - Number of Flowers Planted						34,512	34,638	35,061	29,222				34,575
FF - Number of Flowers Planted						1,978	1,986	1,505	125				1,982
RV - Number of Flowers Planted						0	0	0					
Showcase Beds						0	0	0					
TOTAL Flowers Planted						50,770	50,934	50,852	50,879	4,278			

Nancy Loutit Calder was born in 1849 in the Lockport, Manitoba area, the mixed blood daughter of Lowe Loutit, a Scot, and Jane McDougall, a Metis woman (Scot & Cree heritage). She married William Calder at Fort Alexander in 1870 and moved with him and their infant son, Peter, to Lac La Pluie. The trip from Fort Garry (near Winnipeg) was undertaken first by the old Dawson stagecoach trail to the Northwest Angle and then by canoe up Rainy River, the only means of travel at that time.

Arriving in Fort Frances in 1871, she found literally nothing. The only building was the Hudson's Bay trading post and the factor's quarters. These buildings were set in a small clearing overlooking the falls (paper mill offices on Third Street West).

The family spent their summers in Fort Frances, but wintered at Eagle Lake, where William collected furs for the Hudson Bay Company. Most of their eleven children were born in the wilderness, often delivered by William and Nancy themselves. Their home in Fort Frances, a log cabin, was situated behind the Wells Hardware Company (McTaggart's) and is still standing – one of the oldest buildings in our community. They later moved to a larger log cabin near what we know as First Street and Victoria Avenue.

Nancy, like her mother-in-law, Maria (Gibson) Calder was a mid-wife and nurse. She brought many children into this world, caring for both babies and their mothers until they were strong enough to resume their arduous duties of pioneer wife and mother. She was also called upon in times of illness during a period when doctors were not readily available. She remained active all her long life, keeping busy with sewing, knitting and making quilts. Well known and revered in the community, she was affectionately referred to in later years as Granny Calder.

Suffering a stroke in her final year, she died on February 14, 1943 at the age of 94.

It should be noted that women of that time worked in equal partnership with their husbands whether it was on the farm or in a business. However it was not the custom to recognize their participation. Someone today looking for an obituary of a grandmother (say Jane Smith), may only find a Mrs John Smith or a Mrs George Smith. Women were rarely accorded a write-up that included their birth name. That Nancy Calder is noted so often in our newspapers speaks to her respect in the community.

On a side note, the Calders are credited with being the second family to arrive in Fort Frances and remaining to make it their home. In truth you could say that they are the fathers and mothers of our community as their descendants and those of their siblings (numbering over 2000) make up a significant portion of the population of Fort Frances and district.

In 1876, William's father James was appointed by the Hudson's Bay Company as interpreter to Kettle Falls. The date of his appointment coincides with his son William's appointment to Eagle Lake. James and Maria and their children, soon followed William and Nancy to this area. Daughter Margaret married William McDonald; daughter Maria married Alexander Briere (Bruyere), brother Robert married Marie Jourdain, daughter Mary Jane married George Constantine Allan.

Herbert Williams - Fur Trader, Business Man and Community Leader

The Fort Frances Times of March 7, 1940 reports that Herb Williams, revered old timer, was laid to rest. "Fort Frances, in his passing, lost one of its most colourful characters, pioneer, fur trader, Hudson's Bay Company post factor, business man, benefactor of many who knew him, a willing and capable civic administrator." It was noted he died in "typically characteristic setting – playing chess".

Herbert Williams was born in Plymouth, Devonshire, England on April 30, 1861. Williams came to Northwestern Ontario in 1882, entering the services of the Hudson's Bay Company under chief factor Donald Matheson. He served in Fort Frances for a brief time in 1885, but returned to make a permanent home with his bride Agnes in 1894, assuming the position of chief factor of the post.

Williams resigned from the Hudson Bay Company in 1896 to start his own business as the H. Williams and Company Limited. The general store sold groceries, hardware, dry goods, house furnishings, boots and shoes. Williams not only sold retail, but also ran a wholesale business, supplying the camps with provisions. One story relates that an order of 150 cases of tomatoes, 2 1/2 tons of pork and some 30 or 40 sacks of sugar was referred to as a small order.

Williams employed a number of people who later rose to prominence in Fort Frances. Ambitious men like Bruce Lloyd, Alfred Watson, William Elliot, Frank Warner, Henry Cruso and Byron Stuart all worked as clerks behind his counter. Williams assisted them and many others by giving them sound advice and, at times, even financial backing for their projects.

Williams continued in business until the 1905 fire that razed his store along with many others. He then retired from the firm re-organizing as Watson and Lloyd. He built the Williams Block on the corner of Front and Church where Watson and Lloyd and the Bank of Commerce operated for a period of time. (Torn down in 1955 to make way for a customs facility.)

Following the 1905 fire, Williams turned his attention to civic matters. In 1906, he was elected to town council, and a year later, became mayor. He proved to be a capable administrator and remained in office until the end of 1910. In 1917-1918 he served as mayor once again.

During William's term in office, Fort Frances experienced a construction boom: the paper mill was built and most of the waterworks for the town was laid. During the sewer project when the town's credit ran out, Williams raised the 20,000 dollars on his own personal note to finish the work.

Williams was also responsible for negotiating the favourable electric power rates from the power company. At the time, dam construction was behind schedule, and Mr. Williams, being a good trader, saw the opportunity of getting something substantial in return for agreeing to an extension of time.

Williams was also an active member in the Granite Lodge.

Dr. David Croal McKenzie was born in 1870 in Durham, Ontario. He came to the Rainy River District in 1897 after graduating from the University of Toronto with a medical degree.

Dr. McKenzie opened a medical centre in Mine Centre — at the time, a bustling mining town.

Shortly after, he moved to Fort Frances where he built the McKenzie Hospital (now an apartment building on Third Street West), the first hospital in the district.

McKenzie played an active role in municipal affairs and was mayor of Fort Frances for a number of terms, totalling six years.

During the First World War, Dr. McKenzie was a colonel of the 98th regiment. Later he organized the 141st Bull Moose Battalion, a forestry battalion that recruited experienced loggers and lumbermen to cut the forests of Britain and France to provide the necessary building materials for the trenches. In 1916, as colonel and commanding officer, he took his battalion overseas.

McKenzie was often referred to as the father of the Canadian Legion in Fort Frances, serving as one of its first officers. He and fellow associates made the club rooms available to the community.

McKenzie supported local athletics, and often lent a hand to various sporting organizations such as football, hockey and baseball. An excellent curler, he held an honorary life membership with the Fort Frances Curling Club.

McKenzie was credited with organizing a town band, and was prominent in Masonic and Shrine circles.

A close friend and college classmate of Prime Minister McKenzie King, Dr. McKenzie was always a strong supporter of the liberals.

Dr. McKenzie passed away on Oct 21, 1939.

September 23, 2015

Report To: Mayor & Council

From: Operations & Facilities Executive Committee

SUBJECT: BIA Request for Town In-Kind Services to be performed by the O & F Division workforce

Over the years the Town has provided assistance to the Downtown Scott Street BIA (property owners) organization for such items as;

- 1) Watering hanging flower baskets along Scott Street- 3times per week during the growing season
- 2) Erection of the Great Canadian Main Street Signs
- 3) Enhanced Snow Removal Services
- 4) Empty the garbage containers on a regular basis
- 5) Enhance Street Sweeping Services

There is no written agreement in place with the Downtown Scott Street BIA. At this time the BIA is requesting the following items to be completed by the Town's workforce;

- **The O & F Division removal of all the dead trees c/w stump and all roots along Scott Street** - Based on my inspection of the trees in the 100, 200 & 300 Blocks of Scott Street there appears only two trees; one in front of Betty's (Chico) and the other in front of the Museum (Black Knot disease). See attached pictures. Based on this request it is estimated that it would take four men two days or more depending if the concrete curb and gutter structure is damaged in removing the main tap root of the tree. Thus based on two days per tree it is estimated it would cost the Town \$5624.32 with no concrete work. See attached Spreadsheet No. 1. Also it is my understanding that the trees are owned and installed by the BIA and there is no agreement in place for on-going maintenance of these trees between the Town and the BIA. Also the existing trees as they grow will continue to cause sidewalk surface continuities in the future, where it is my understanding that the Town administration did not want the BIA to plant these trees in the first place.
- **Relocate the Exterior Mural attached to the building at 261 Scott Street to the building at 335 Scott Street.** It is estimated that it would take three men 3 days to complete this work. Also there is a high chance that the Mural might be damaged and some touch up painting might be required from the original artist. See attached pictures. It is estimated it would cost the Town \$2485.52 to complete this work. See attached Spreadsheet No. 1 for a breakdown of the costs.
- **Re-set of Sidewalk paving Stones along Scott Street** – Based on my inspection of the 200 & 300 blocks of Scott Street, there are several damaged stones, a lot of surface discontinuities that exceed the two centimeter tolerance (See attached minimum maintenance standard for municipal highways section 16.1- sidewalk surface discontinuities) and several areas where water ponds on top of the stones.

It is my understanding the red stones were originally installed in the mid-1990's and in order to reset these stones the entire north and south side of Scott Street in the 200 & 300 blocks must be lifted. There is approximately 2646 square meters where it will take 4 men approximately 2.5 to 3 months to complete this work. This work will involve retaining a contractor where it is estimated that it will cost \$125 per square meter to complete this work or \$330,750. This is a labour intensive project with a substantial cost. It is suggested that this project be evaluated during the 2016 budget process. The common practice over the last couple of years in regards to sidewalk surface discontinuities is the engineering department within the O & F division inspects all of the Town's concrete sidewalks where all surface discontinuities exceeding the 20 mm tolerance are marked with highly visible orange paint. In regards to the Scott Street paving stone sidewalks and the waterfront stone sidewalks this practice was not followed as the appearance of orange paint is considered to be a negative appearance to downtown customers & tourists.

See attached two letters dated August 12, 2015 from Shelly Wepruk, secretary of the Downtown Scott Street BIA organization. While the Town wants to ensure the downtown infrastructure is maintained to a high standard and is in a state of good repair, some of the BIA requests should probably be completed by the BIA organization. There is a perception that the Town's workforce is favoring this organization where other business/property owners who don't receive this level of service.

The Operations & Facilities Executive Committee recommends the following;

- 1) That the request for in-kind services be deferred at this time in order that a meeting can be scheduled between the BIA Organization and the Operations and Facilities Executive committee.

Respectfully submitted,

Doug Brown

Doug Brown, P. Eng.
Operations & Facilities Manager

f/n: 2015BIARquest

RECOMMENDED
SEP 23 2015
BY MME
EXECUTIVE COMM

Council approval of this report will ensure that the request for in-kind services be deferred at this time in order that a meeting can be scheduled between the BIA Organization and the Operations and Facilities Executive committee.





Spreadsheet No. 1 - Cost estimate for In-Kind BIA Requests

August 12, 2015- letter

Cost to remove a tree c/w stump and all roots

	# of Units	Hours	Rate	Unit Cost
Large backhoe	1	16	\$ 83.53	\$ 1,336.48
Tandem Truck	1	16	\$ 80.55	\$ 1,288.80
1/2 ton truck	1	16	\$ 21.56	\$ 344.96
Equipment operator	1	16	\$ 41.47	\$ 663.52
Truck driver	1	16	\$ 41.47	\$ 663.52
Labourer	2	16	\$ 41.47	\$ 1,327.04

Total per tree (no concrete curb & gutter being replaced) **\$ 5,624.32**

Cost to Relocate Mural from 261 Scott Street to 335 Scott Street

	# of Units	Hours	Rate	Unit Cost
Labourer	3	16	\$ 41.47	\$ 1,990.56
1/2 ton truck	1	16	\$ 21.56	\$ 344.96
Miscellaneous Fasteners	LS			\$ 150.00

Cost **\$ 2,485.52**





For centuries, the Rainy River was the link to travel from eastern Canada to the west. For First Nations people & later explorers, fur traders & the earliest settlers, this was the Great Canadian Main Street.

THE GREAT CANADIAN
MAIN STREET



For centuries, the Rainy River was the link to travel from eastern Canada to the west. For First Nations people & later explorers, furtraders & the earliest settlers, this was the Great Canadian Main Street.

O. Reg. 239/02, s. 16, Table.

Sidewalk surface discontinuities

16.1 (1) The minimum standard for the frequency of inspecting sidewalks to check for surface discontinuity is once per calendar year, with each inspection taking place not more than 16 months from the previous inspection. O. Reg. 23/10, s. 10; O. Reg. 47/13, s. 16 (1).

(1.1) A sidewalk that has been inspected in accordance with subsection (1) is deemed to be in a state of repair with respect to any surface discontinuity until the next inspection in accordance with that subsection, provided that the municipality does not acquire actual knowledge of the presence of a surface discontinuity in excess of two centimetres. O. Reg. 47/13, s. 16 (2).

(2) If a surface discontinuity on a sidewalk exceeds two centimetres, the minimum standard is to treat the surface discontinuity within 14 days after acquiring actual knowledge of the fact. O. Reg. 23/10, s. 10; O. Reg. 47/13, s. 16 (3).

(2.1) A surface discontinuity on a sidewalk is deemed to be in a state of repair if it is less than or equal to two centimetres. O. Reg. 47/13, s. 16 (4).

(3) For the purpose of subsection (2), treating a surface discontinuity on a sidewalk means taking reasonable measures to protect users of the sidewalk from the discontinuity, including making permanent or temporary repairs, alerting users' attention to the discontinuity or preventing access to the area of discontinuity. O. Reg. 23/10, s. 10.

(4) In this section,

“surface discontinuity” means a vertical discontinuity creating a step formation at joints or cracks in the surface of the sidewalk. O. Reg. 23/10, s. 10.

REVIEW OF REGULATION**Review**

17. (1) The Minister of Transportation shall conduct a review of this Regulation and Ontario Regulation 612/06 (Minimum Maintenance Standards for Highways in the City of Toronto) made under the *City of Toronto Act, 2006* every five years. O. Reg. 613/06, s. 2.

(2) Despite subsection (1), the first review after the completion of the review started before the end of 2007 shall be started five years after the day Ontario Regulation 23/10 is filed. O. Reg. 23/10, s. 11.

18. Omitted (provides for coming into force of provisions of this Regulation). O. Reg. 239/02, s. 18.

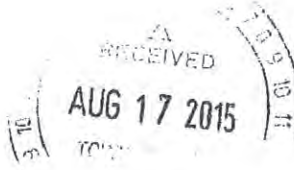
[Back to top](#)







Downtown Scott Street B.I.A.
335 Scott Street
Fort Frances, Ontario
P9A 1H1
807-274-7502 Phone
807-274-0783 Fax



12 August, 2015

Town of Fort Frances
 320 Portage Avenue
 Fort Frances, Ontario

ATTN: Mayor Roy Avis & Council

Dear Sir/Madam

RE: Tree Removal

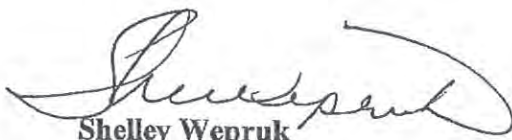
It has been brought to the attention of the BIA board that a number of the trees that we placed on Scott Street have died.

In order for us to replace the existing dead ones we need the trees, including their roots, to be removed by the Public Works Department as this is not a job we can tackle ourselves.

Therefore, we are requesting that a work order to Mr. Milt Strachan's department be issued advising him of the situation and requesting the work to be put on his department schedule. The sooner the trees are replaced the better chance they stand of establishing themselves before winter.

Thanking you in advance for your attention to these matters, I remain.

Yours


 Shelley Wepruk
 Secretary



Downtown Scott Street B.I.A.
335 Scott Street
Fort Frances, Ontario
P9A 1H1
807-274-7502 Phone
807-274-0783 Fax

12 August, 2015



Town of Fort Frances
 320 Portage Avenue
 Fort Frances, Ontario

ATTN: Mayor Roy Avis & Council

Dear Sir/Madam

**RE: Relocation of Mural &
 Sidewalk Brick Replacements**

It has been brought to the attention of the BIA board that a great number of the sidewalk bricks on Scott Street are heaved due to frost and have become a safety issue.

It is our request that the Public Works department re-do those portions of Scott Street that are in need of repairs.

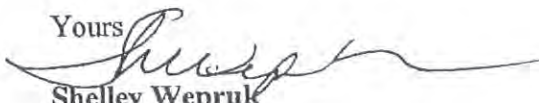
Mr. Guy Donaldson has submitted a request to have the mural that is attached to his building (the former Nirvana building) be removed and relocated. Murray & Shelley Wepruk have indicated that they are more than happy to have it relocated to the west side of their building at 335 Scott Street.

We are therefore requesting that this work be handled by the Public Works Department also.

Should you need a letter of authorization from the Wepruk's stating their approval, please advise and one will be obtained.

Thanking you in advance for your attention to these matters, I remain.

Yours


 Shelley Wepruk
 Secretary

Date: September 21, 2015

Report To: Mayor & Council

From: Patrick Briere, By-Law Enforcement Officer

Re: Traffic Control By-Law #21/14 Amendment.

The By-Law Enforcement Department while working on parking requests has found that 2 locations that were previously approved by Council had not been added into the Traffic Control By-Law #21/14. To ensure that these locations are fully enforceable by our department we are requesting to have the following loading zones added into the Traffic Control By-Law #21/14:

TOWN OF FORT FRANCES

BY-LAW NO. 21/14

LOADING ZONES

SCHEDULE "AA"

<u>NO.</u>	<u>STREET</u>	<u>SIDE</u>	<u>LOCATION</u>
3.	Scott Street	North	North Side of the 300 BLK Scott Street adjacent to 310 Scott Street.
4.	Victoria Avenue	West	Commencing from a point 35m North of Scott Street and continuing Northerly for 6.7m.
5.	Scott Street	South	Commencing from a point 41m East of Mowat Avenue and continuing Easterly for 6.75m.

Item No. 5 on this list is from a request for a loading zone that was made by Lidkea Optometry Clinic. The Planning & Development Executive Committee is recommending that Council approve this new Loading Zone.

The next items to be addressed are in regards to Kiss N Ride around the Robert Moore School Area. The original plan was to have traffic directed around 3rd St. E. to Christie Ave to Fourth St. E. This has not been used at all. A request from a resident living in the area has prompted our office to look at this location. Upon our review we are supporting the removal of the Kiss N Ride traffic signage from 3rd St. E and Christie Ave. and reverting all parking back into Calendar Parking full time. While making amendments to Fourth St. E. These changes will have no effects on how Kiss N Ride is done at Robert Moore School. We have provided below the necessary by-law amendment changes. The below changes also address the concerns that were brought up in the letter dated to Council August 18, 2015 from Mrs. Joy Lockman.

TOWN OF FORT FRANCES**BY-LAW NO. 21/14****RESTRICTED PARKING AREAS****SCHEDULE "D"**

<u>NO.</u>	<u>STREET</u>	<u>SIDE</u>	<u>FROM</u>	<u>TO</u>	<u>PERIOD</u>
13.	Third St. E. (DELETE)	Both	Armit Ave	Christie Ave	8 am to 9 am & 3 pm to 4 pm School Year
14.	Christie Ave (DELETE)	Both	Third St. E.	Fourth St. E.	8 am to 9 am & 3 pm to 4 pm School Year
15.	Fourth St. E. (AMEND)	Both	Armit Ave.	Crowe Ave.	8 am to 9 am & 3 pm to 4 pm School Year

The Planning & Development Executive Committee has discussed these changes to the Traffic Control By-Law and is recommending that Council approve the authorization of the appropriate by-law amendment to be drafted for signing by the Clerk and Mayor.

Respectfully submitted,

Original Signed By

Patrick Briere
By-Law Enforcement Officer

Council approval of this report will: authorize the preparation of an appropriate By-Law Amendment for signing by Clerk & Mayor.



Report

TOWN OF FORT FRANCES
PLANNING & DEVELOPMENT DIVISION
Municipal Planner Report 2015-14

To: Mayor and Council
From: Faye Flatt, Municipal Planner
Date: 24 September 2015
Subject: **Strategic Plan 2015 – Initiative #28 - Huffman Subdivision – Conditions & Marketing**

Initiative #28 of the recently adopted Strategic Plan, scheduled to be completed September 2015 states

"The Town will re-examine the marketing of the vacant lots within Huffman subdivision and will also reconsider development condition pertaining to the purchase of vacant lots"

Although the plan had not been finalized or approved, the Planning and Development Executive Committee took the initiative at its meeting of August 5th to review the conditions that were approved in May of 2013 as well as consider potential marketing strategies. The Committee confirmed the conditions as approved with no modifications (copy attached).

The options for marketing was considered at the Planning and Development Executive Committee meeting on September 8th with discussions resulting in a recommendation to investigate further the options/opportunities available either by listing the lots with real estate agents or using web-based sites either through a new committee formed for that purpose or by involving the Economic Development Advisory Committee, Rainy River Futures Development Corporation and/or the executive committee(s).

Respectfully submitted,

A handwritten signature in blue ink that reads "Faye Flatt".

F. Flatt, AMCT, ACST, CPT
Municipal Planner

COUNCIL APPROVAL OF THIS REPORT will receive the information contained herein and direct further investigation of options/opportunities available as noted by either

1. Forming a new committee for that purpose or
2. Involving the
 - a. Economic Development Advisory Committee
 - b. Rainy River Futures Development Corporation, or
 - c. the executive committee(s)



Memo

TOWN OF FORT FRANCES
PLANNING & DEVELOPMENT DIVISION

To: Mayor and Council
From: Faye Flatt, Municipal Planner
Date: 6 August 2015
Subject: Huffman Subdivision – Conditions of Sale

The Huffman subdivision was identified in the 2015 Strategic Plan and although the plan has not been finalized or approved, the Planning and Development Executive Committee took the initiative at it's meeting held on Wednesday August 5th to review the conditions imposed as approved in May of 2013 as well as potential marketing strategies (listing lots with real estate agent or posting on web-based property site).

Pending further discussions as part of the strategic planning process, PDEC confirms the following conditions as were approved in May of 2013 with no modifications:

1. A purchaser will be considered in default if he has not constructed within the 5 building seasons. If the property is sold, the new purchaser will assume the requirement and be required to construct within the remaining time.
2. 10% of the purchase price will be withheld as a penalty to cover costs associated with placing the property back into the Town's name.
3. The closing date shall be 45 days from the date the Town is in a position to issue a building permit, or November 1st, whichever comes first.
4. The purchaser required to construct within 5 building seasons, and
5. Purchasers are permitted to buy more than one lot; and Corporations are allowed to purchase a lot.

Respectfully submitted for information only.

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

F. Flatt, AMCT, ACST, CPT
Municipal Planner

<p>COUNCIL APPROVAL OF THIS REPORT is not required.</p>
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Report

TOWN OF FORT FRANCES
PLANNING & DEVELOPMENT DIVISION
Municipal Planner Report 2015-15

To: Mayor and Council
From: Faye Flatt, Municipal Planner
Date: 24 September 2015
Subject: Land Sale Policy

The Town of Fort Frances adopted a Land Sale Policy in November of 2011. Since then there have been a number of contributing factors that have resulted in a review by the Economic Development Advisory Committee of the policy as it relates to the land within the Industrial Park and marketed by the Rainy River Futures Development Corporation (RRFDC). In consultation with, and as a cooperative effort, the policies relative to other lands marketed by Town staff were also reviewed and amended accordingly.

The amendments, summarized below, are not exhaustive but add clarity, in addition to presenting a more positive current approach:

- Clear identification of land that is serviced, serviceable or where services are pending;
- Standardized procedures to ensure consistency in process and provide direction;
- Inclusion of policies for residential property in recognition of residential lots in subdivision
- Revised pricing to reflect marketing strategy
- Includes framework for easy insertion of policies for classes of properties not currently available for disposition

In addition to the revisions to the policy, the Rainy River Futures Development Corporation created a promotional flyer, which is attached for information purposes.

The Policy, as attached, is endorsed by the Economic Development Advisory Committee and recommended for adoption by Council.

Respectfully submitted,

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

F. Flatt, AMCT, ACST, CPT
Municipal Planner

COUNCIL APPROVAL OF THIS REPORT will receive the promotional flyer provided by Rainy River Futures Development Corporation and approve the Land Sale Policy as revised.

THE TOWN OF FORT FRANCES	SECTION PLANNING AND DEVELOPMENT
<u>SALE OF TOWN LANDS</u>	REVISED September 2015
Resolution No. 12/12 (Consent)	Resolution No.
Policy Number 6.2	PAGE 1 of 8

1.0 POLICY STATEMENT

The Town will dispose of surplus *Land* in an open and transparent process to ensure that the consideration for such disposal is fair, reasonable and in the best interest of the Town.

2.0 AUTHORITY

Section 270(1) of The Municipal Act, 2001, requires that a municipality adopt and maintain policies with respect to the sale and other *disposition* of *Land*.

Section 5(3) of The Municipal Act, 2001, requires the municipality to adopt policies by by-law.

By-Law #23/95 was enacted by Council for the Town of Fort Frances on March 13, 1995 to establish procedures and provides options for the giving of notice governing the sale of real property.

3.0 APPLICATION

This policy applies to the sale or other disposal of *Land* by The Corporation of the Town of Fort Frances and is intended to augment and be read in consultation with By-Law #23/95, as may be amended from time to time.

It is the intent of this policy to focus on the management and dispersal of industrial, commercial and residential *Land* in order to make real property readily available for long term economic development, *Land* revitalization and residential development.

This policy and the sale of real property shall be administered through the office of the Municipal Planner.

4.0 DEFINITIONS

In this policy, the following terms shall have the meaning ascribed to them:

- 4.1 **Abutting** means *Land* adjoining another parcel having one (1) or more lot lines in common;
- 4.2 **As is** means without regard for state of repair, location of any and all structures, walls, retaining walls or fences (freestanding or otherwise) or encroachments by buildings or fences or otherwise, on the *Land* or *Abutting* properties or streets, and without warranty or representation as to use, environmental contamination, hazards or risks;
- 4.3 **Disposition** shall mean the sale, transfer, conveyance or exchange of the fee simple interest in *Land* or the granting of a lease for a term of twenty-one (21) years or longer, and does not include the granting of an easement or right of way, and "disposal" shall have a similar meaning;
- 4.4 **Executive Committee** means the Planning and Development Executive Committee of the Town of Fort Frances.
- 4.5 **Industrial Park** means *Land* located in the municipality bounded on the south by the CNR Railway line, on the west by McIrvine Road, on the north by Eighth Street West and on the

east by Webster Avenue and zoned Industrial in the Town of Fort Frances Zoning By-Law.

- 4.6 **Land** means real property and any improvements thereon owned by the Town, including highways which have been or may be stopped up and closed, but does not include any *Land* which Council has otherwise determined by resolution or by-law is not available for sale. Property has the same meaning as *Land*.
- 4.7 **Major Extensions of Services** means extension of services deemed by council to be significant either in terms of distance or cost.
- 4.8 **Person** means a legal entity, whether a corporation or individual, capable of purchasing property or otherwise entering into an agreement.
- 4.9 **Sale** and **Sell** shall not include:
 - 4.9.1 a lease of less than twenty-one (21) years;
 - 4.9.2 transfers of easement or rights-of-way by the Town;
 - 4.9.3 releases of restrictive covenants by the Town; or
 - 4.9.4 releases of rights of first refusal by the Town.
- 4.10 **Services** means municipally piped water and sanitary sewer infrastructure.
- 4.11 **Serviced Land** means *Land* with services installed to the property line.
- 4.12 **Services Pending** means *Land* identified for future development but requiring *Major Extensions of Services* to accommodate it.
- 4.13 **Serviceable Land** means *Land* with immediate development potential because services are either located within the adjacent road allowance or *Major Extension of Services* are not required.
- 4.14 **Surplus** means property that the Town no longer requires to meet its current or future needs;
- 4.15 **Zoning By-Law** means a by-law enacted by the Corporation of the Town of Fort Frances in accordance with section 34 of *The Planning Act*.

5.0 PROCEDURES

The following procedures have been developed to ensure all departments have the opportunity to conduct an evaluation to identify and/or address any issues relative to the property prior to it being disposed of, and to ensure efficient and consistent administration is maintained throughout the process.

- 5.1 Expression of Interest/Offer to Purchase (Form A) received for *Land*
 - 5.1.1 developed for and/or declared surplus for *disposition* with **no** deviations from approved conditions, sale price, etc., a covering report will be forwarded to Council for approval with an authorizing By-Law for enactment. This will enable the sale to be expedited directly to the municipal solicitors for the legal process.
 - 5.1.2 developed for and/or declared surplus for *disposition* where there are deviations from approved conditions, sale price, etc., will be referred to the *Executive Committee* for support in principle with deviations and potential issues for consideration identified.

- 5.1.3 not developed for or declared surplus will be referred to the *Executive Committee* for support in principle.
- 5.2 Support in Principle – If the *Executive Committee* supports the proposal in principle, the process will continue. If not, a report with reasons is generated for council consideration with recommending no further action.
- 5.3 Circulation – A Property Disposition Checklist (Form B) is circulated to all departments through Division Managers/Supervisors including Fort Frances Power Corporation for evaluation as to whether *Land* is eligible for *disposition* (ie. required by municipality, conditions, etc.). The *Executive Committee* will consider all comments, conditions, etc. and a report with reasons generated to Council with recommendation as appropriate.
- 5.4 Council decision to declare surplus and dispose of pursuant to By-Law #23/95.
 - 5.4.1 If road/lane allowance - referred to Clerk
 - 5.4.2 If other - referred to Municipal Planner or otherwise.

6.0 PROPERTY CLASSIFICATIONS

Land will be classified as

- Schedule “A” – Industrial Property
- Schedule “B” – Commercial Property
- Schedule “C” – Residential Property

Within each Property Classification, *Land* will be further categorized as

- Class 1 – *Serviced*
- Class 2 – *Serviceable*
- Class 3 – *Services Pending*

7.0 MARKETING

Specific policies will be developed for each property class/category to govern marketing and other components of a property as follows:

- Appendix “A-1” – Industrial Property located in the *Industrial Park* that is *Serviced*
- Appendix “A-2” – Industrial Property located in the *Industrial Park* that is *Serviceable*
- Appendix “A-3” – Industrial Property located in the *Industrial Park* with *Services Pending*
- Appendix “A-4” – Industrial Property outside the *Industrial Park* that is *Serviced*
- Appendix “A-5” – Industrial Property outside the *Industrial Park* that is *Serviceable*
- Appendix “A-6” – Industrial Property outside the *Industrial Park* with *Services Pending*
- Appendix “B-1” – Commercial Property that is *Serviced*
- Appendix “B-2” – Commercial Property that is *Serviceable*
- Appendix “B-3” – Commercial Property with *Services Pending*
- Appendix “C-1” – Commercial Property that is *Serviced*
- Appendix “C-2” – Residential Property that is *Major*
- Appendix “C-3” – Residential Property with *Services Pending*

SCHEDULE “A”

Industrial

Application

The policies contained in this Schedule pertain to *Land* within the municipality that has been declared surplus to the needs of the municipality and is zoned Industrial.

Disposition

All Industrial *Land* being disposed of will be governed by the following Disposition Guidelines:

The basis of *Land* sales is to generate economic development.

- *Land* will be priced by the acre.
- Prices established are for the *Land* only. The cost of services connections to the property from the main and culverts, etc. will be priced separately.
- *Land* is sold “as is”.
- Prices for municipal services, culverts, etc. will be reviewed and/or established annually based on a recommendation from the Rainy River Future Development Corporation (RRFDC) in consultation with the Economic Advisory Committee (EDAC) and based on information provided by the Operations & Facilities Division.
- Notwithstanding costing established in #5 above, servicing costs will be calculated at the time services are requisitioned by the purchaser and/or installed.
- The purchaser will be responsible for payment of the Town’s legal fees and disbursements associated with the transaction. The purchaser will be responsible for survey or other costs associated with the transaction. Every effort will be made to mitigate the costs incurred on behalf of the Town.
- Conditions may be imposed to ensure development of the property. Conditions, if any are identified in the Marketing Strategy.

Schedule "A"
"Appendix "A-2"
Industrial Property in the Industrial Park
Class 2 – Serviceable

A. PROPERTIES:

The following are considered Class 2 properties:

- Sixth Street – Plan 48M-353 lots 26, 27, 28, 29
- Webster Avenue/Wright Avenue – Plan 48M-353 Lots 41, 42, 43 and 44
- Fifth Street lots – Plan 48R-3880, Parts 1, 2, 3, 4, 5 and 10
- Plan 48M-357 Lots 15, 16, 17, 18 (part) and 7th Street West – stopped up and closed

B. PRICING

1. The price of *Land* is established at \$3,500 per acre.

C. MARKETING STRATEGY

1. A Development Guarantee in the sum of \$10,000 per acre shall be added to the purchase price as a mechanism to ensure the *Land* being sold is developed.
2. With exception of *Land* purchased for non-taxable purposes, the Development Guarantee will be refunded to the purchaser provided the following conditions have been satisfied within two years of the date of sale:
 - a. The construction, and completion, of a building having a minimum value of \$40,000, based on value calculated building permit purposes; and
 - b. Installation of services to the property.

Schedule "A"
Appendix "A-3"
Industrial Property in the Industrial Park
Class 3 – Services Pending

A. PROPERTIES

The following are considered Class 3 properties:

- Webster Avenue/Wright Avenue – Plan 48M-353 Lots 38, 39, 40, 45, 46, 47, 48 and 49

B. PRICING

2. The price of *Land* is established at \$3,500 per acre.

C. MARKETING STRATEGY –

Based on development proposed

NOT YET DEVELOPED

Schedule "A"- Industrial Property

- Appendix "A-1" – Industrial *Land* located in the *Industrial Park* that is Serviced
- Appendix "A-4" – Industrial *Land* outside the *Industrial Park* that is Serviced
- Appendix "A-5" – Industrial *Land* outside the *Industrial Park* that is Serviceable
- Appendix "A-6" – Industrial *Land* outside the *Industrial Park* with Services Pending

Schedule "B" – Commercial Property

- Appendix "B-1" – Commercial *Land* that is Serviced
- Appendix "B-2" – Commercial *Land* that is Serviceable
- Appendix "B-3" – Commercial *Land* with Services Pending

Schedule "C" – Residential Property

- Appendix "C-1" – Residential *Land* that is Serviced
- Appendix "C-2" – Residential *Land* that is Serviceable
- Appendix "C-3" – Residential *Land* with Services Pending

SCHEDULE "C"
Residential

Application

The policies contained in this Schedule pertain to *Land* within the municipality that has been developed and/or declared surplus to the needs of the municipality and is zoned Residential.

Disposition

Land being disposed of will be governed by specific pricing strategies as set out in Appendix to this Schedule attached hereto.

**Schedule “C”
Appendix “C-1”
Residential Property
Class 1 – Serviced**

A. PROPERTIES

The following are considered Class 1 properties:

- 822 to 844 Williams Avenue (Lots 1 to 5 Plan 48M-382)
- 820 to 844 Huffman Court (Lots 7 to 16 Plan 48M-382)

B. PRICING

1. The price of *Land* is established as follows:
 - Lots 1 to 5 - \$39,900
 - Lots 7 to 9 and 14 to 16 - \$41,500
 - Lots 10 and 13 - \$49,500
 - Lots 11 and 12 - \$65,000

C. MARKETING STRATEGY –

Not Yet Developed (Strat Plan Initiative #28)

WHAT'S MINED IS YOURS



With boundless opportunities for the gritty entrepreneur and next captain canuck of industry to make their way in the bordertown of Fort Frances, at the centre of Canada's next mining district –how will you be inspired to carve out your niche?

What's mined is yours here, with the lowest cost hydro in Ontario – up 40% below the provincial average, industrial properties starting at \$3500 an acre and a wait-free international border crossing.

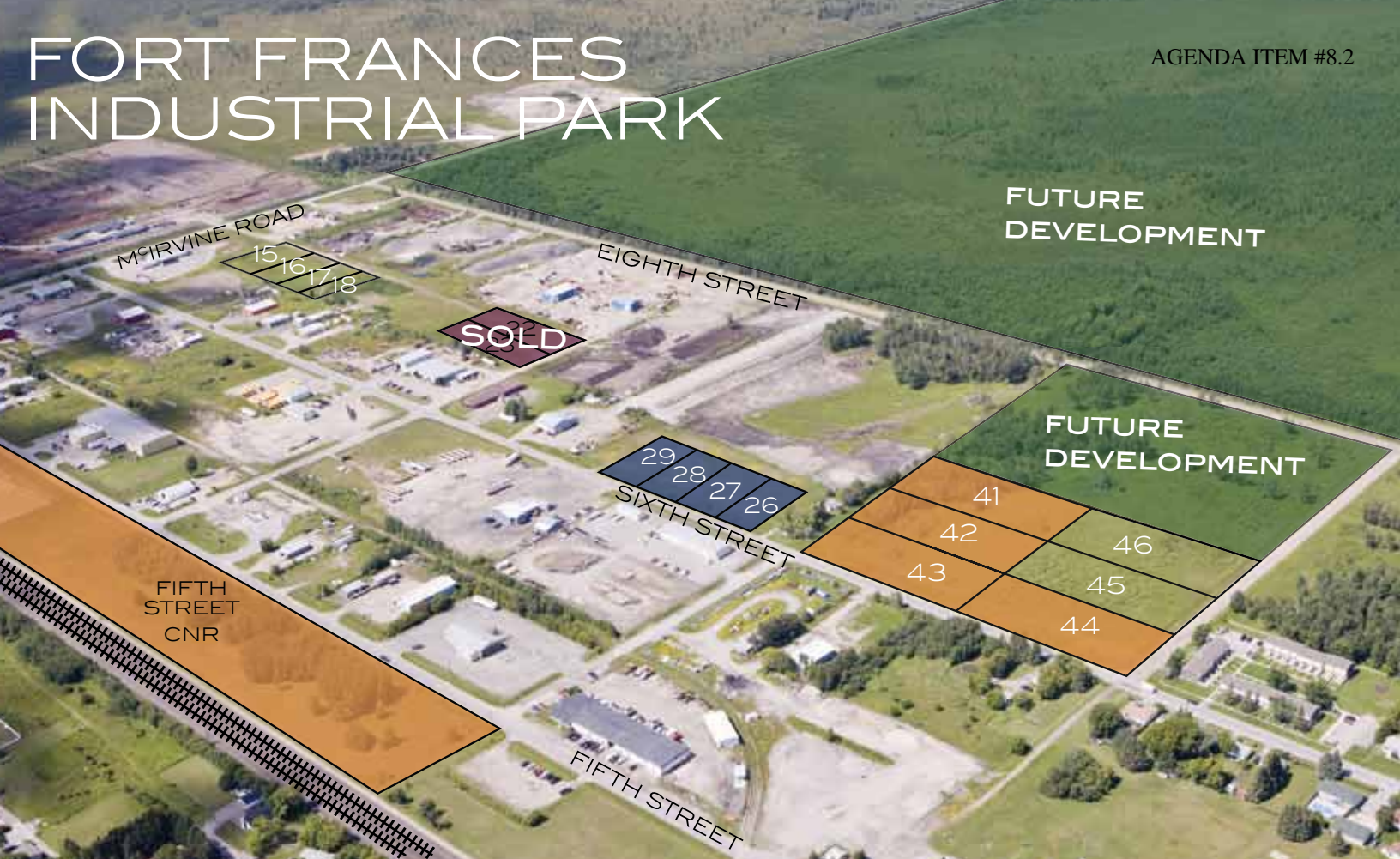
Contact us today 1 807 274 9621.

WWW.FORT-FRANCES.COM



FORT FRANCES INDUSTRIAL PARK

AGENDA ITEM #8.2



PROPERTY DETAILS

PROPERTY	FRONTAGE (metres +/-)	DEPTH (metres +/-)	AREA* (acres)	PRICE /ACRE	
Lot 15*	70.80	65.04	1.13	\$3,500.00	
Lot 16*	42.67	64.62	0.6	\$3,500.00	
Lot 17*	41.15	64.62	0.6	\$3,500.00	
Lot 18*	25.98	64.61	0.4	\$3,500.00	
Lots 26-29	32.49	60.96	0.5	\$3,500.00	
Lots 41-44	94.92	45.45	1.10	\$3,500.00	
Lots 45-46	94.92	45.45	1.10	\$3,500.00	
Fifth Street*	810.88	50.87	10.19	\$3,500.00	

Lot sizes are approximate

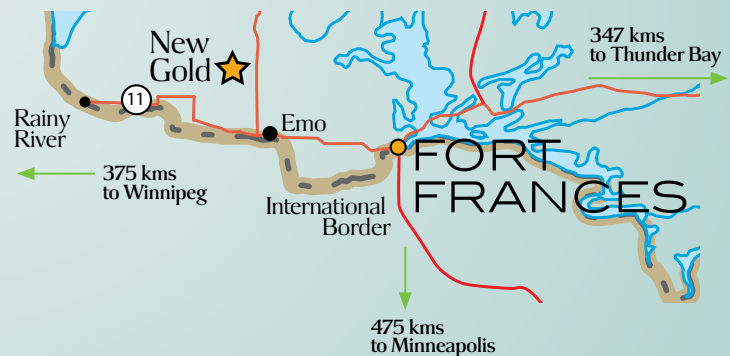
Fully Serviceable
Excavated & backfilled

Fully Serviceable
Not Excavated

Services Pending
Excavated and backfilled

TERMS OF SALE

- Price is \$3,500 per acre - applies to some
- In addition to the \$3,500 per acre at the time of sale a development guarantee of \$10,000 per acre will be added to the purchase price
- The purchaser will pay all costs associated with the sale of the property
- All lots are sold as is



*Based on proposal

ecdev@fort-frances.com | Contact: Tannis Drysdale 1.877.887.9621
Municipal Planner Page 1 of 1 807.274.5323

July 10, 2015

Report To: Mayor & Council

From: Doug Brown, Manager Operations & Facilities

SUBJECT: Endorsement of Long Term (2015 to 2021) Financial Plan For Water and Wastewater Systems

The Town's first Municipal Drinking Water licence (licence # 224-601) is due to expire on July 26, 2016. See attached a full copy of drinking water licence No. 224-601. An application for licence renewal must be submitted by January 26, 2016. In order to renew the municipal drinking water licence an up-dated long term financial plan must be in place for six years starting in the year the licence would expire.

The Town retained BMA Management Consultants to prepare the financial plans for the water and wastewater systems in accordance to Ontario Regulation 453/07. See attached a draft copy of the long-range financial plan for both systems. In summary the financial plan indicates approximately a 2.617% increase in revenue is required in each year over the next six (6) years to achieve financial sustainability.

The Town is required to submit the financial plan to the Ministry of Municipal Affairs & Housing prior to January 26, 2016. The financial plan must be approved by a resolution of Council. It should be clearly stated that this financial plan is a guideline or tool to assist Council and Administration in establishing the water and wastewater rates for any given year.

The Operations & Facilities Executive committee recommends the following;

- 1) That the Long Range Financial Plan for both the Water and Wastewater Systems for the period 2015 to 2021 prepared by BMA Management Consulting Inc. is accepted and that a separate resolution is prepared.
- 2) That a copy of the Long Range Financial Plan for both the Water and Wastewater Systems be forwarded to the Ministry of Municipal Affairs & Housing prior to January 26, 2016.

Respectfully submitted

Doug Brown, P. Eng.
Operations and Facilities Manager

Council approval of this report will ensure the following;

- 1) That the Long Range Financial Plan for both the Water and Wastewater Systems for the period 2015 to 2021 prepared by BMA Management Consulting Inc. is accepted and that a separate resolution is prepared.
- 2) That a copy of the Long Range Financial Plan for both the Water and Wastewater Systems be forwarded to the Ministry of Municipal Affairs & Housing prior to January 26, 2016.

RECOMMENDED

SEP 09 2015

DIV. MNG.

EXECUTIVE COMM.

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
June 2015

STAFFING

The following table is a breakdown of lost man shifts during the month:

	2014	2015
WSIB	0.00	0.00
WI/LTD	0.00	0.00
SICK DAYS	8.50	7.50
COMPASSIONATE LEAVE	0.00	0.00
FLOATERS	1.00	1.00
VACATION	29.00	38.00
BANKED TIME USED	9.13	7.88
OFF	4.31	2.75
STATUTORY HOLIDAYS	0.00	0.00
TOTAL	51.94	57.13

OVERTIME HOURS

Equivalent Straight Time Hours:

	2014	2015	2014	2015
	June	June	Year To	Year To
			Date	Date
TRAFFIC	0.00	4.00	0.00	29.00
FLOODING	1124.75	246.75	1124.75	294.75
BUILDING/YARDS	0.00	4.00	4.50	4.00
INTERDEPARTMENTAL	0.00	1.50	4.50	15.00
PRIVATE WORK	0.00	0.00	23.50	79.75
RECYCLE/GARBAGE	3.75	4.50	3.75	8.25
ROADS	3.00	0.75	600.50	202.25
SEWER COLLECTION	74.50	6.00	586.38	348.25
SIDEWALKS	0.00	0.00	45.00	18.75
STORES	0.00	0.00	39.00	24.00
VEHICLE & EQUIPMENT	1.50	0.00	79.00	27.00
WATER TREATMENT PLANT	22.00	28.50	185.88	223.00
WATER DISTRIBUTION	134.00	18.50	2674.75	216.00
WATER TOWER	0.00	0.00	0.75	8.00
TOTAL	166.25	314.50	5372.25	1498.00

TRANSPORTATION REPORT JUNE 2015

ROADS:

Storm Water Management – Urban:

- Continued flushing storm sewer laterals and cleaning catch basin sumps with the high pressure/vacuum truck.

Storm Water Management - Rural:

- Removed beaver dams along Balsam Street to behind Caul's field as required.

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Initial sweep of all roads in Town was completed on Friday June 12.
- Street sweeping daily, Downtown area and Front Street done once weekly.

Loose Top Maintenance:

- Graded all loose top roads twice.
- Continued grading lanes as required.
- Northwest Road Management applied magnesium chloride dust suppression to all loose top roads and Public Works parking lot on June 12.

Roadside Maintenance:

- Pressure washed graffiti in several areas of Town.
- Cut grass at dead ends and CN crossings.

Winter Control:

Traffic Operations:

- Repaired and replaced signs as required.
- Painted crosswalk, stop bars and no parking areas.
- Put out sign for Border Traffic on weekends to help guide the public through the detour on Kings Highway.

Regular Maintenance:

- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections.
- Assisted with tasks at Civic Centre as required.
- Maintenance checks at the Civic Centre as required
- Repaired deficiencies found in Routine Road Patrols

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Prepared site for sand/salt shed.
- Stockpiled Granular "A" material on June 2.
- Cut grass at Public Works building and yards as required.

Private Work:

- Installed a culvert for a private crossing at 1316 Sixth Street East.

Sidewalks – Winter:**Sidewalks – Summer:****Vehicles and Equipment:**

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sportsplex, Day Care, Handi-Van and Civic Centre vehicles as required.

Public Relations:

- Delivered barricades and no parking signs to McIrvine Road and Frog Creek Road for Snow Birds Airshow on June 9.
- Put out planters for flowers on islands on June 16.
- Put up barricades and signs to block out traffic for the Dragon Boat Festival on June 26.
- Delivered 2 loads of sand, barricades and bobcat for July 1st Fireworks.
- Supplied barricades for Mall Days on June 29.
- Provided barricades for the Show and Shine on June 12.

Sewer and Water:

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance.
- Handed out “Water Turn Off Advisories”, “Drinking Water Advisories” and “Lifting of Drinking Water Advisories” when required
- Issued “Delinquent Account Notices” and turned off water for non-compliance as required.

Interdepartmental:

- Cleaned up “black dirt” at Point Park from retaining wall repairs on June 30.
- Supplied truck and drivers as well as the Hyundai backhoe and Operator for repairs to the Point Park retaining wall (flood repairs).
- Dale Gill provided coverage for vacation, etc. at the Airport from June 15 to June 30.

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded recycling trailer three (3) times.
- Emptied bins from “drop off” centre as required
- Installed concrete pads for new Recycling Compactors
- Clean up debris from recycling yard.

Training:**Health & Safety:**

- Had a Tailgate Meeting in the Public Works shop on June 10th
- A workplace Inspection was done in the Public Works building on June 17th.

Emergency Flooding:

- Repaired shoreline wash out at Williams and Front Street at the Marina.
- Repaired storm sewer break at Butler Avenue and Front Street.
- Repaired storm sewer break at Third Street West and Flinders Avenue.

Milt Strachan,
Superintendent of Transportation

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
July 2015

STAFFING

The following table is a breakdown of lost man shifts during the month:

	2014	2015
WSIB	0.00	0.00
WI/LTD	9.00	0.00
SICK DAYS	3.69	8.88
COMPASSIONATE LEAVE	0.00	5.00
FLOATERS	7.50	1.00
VACATION	105.00	98.00
BANKED TIME USED	5.50	8.50
OFF	3.00	7.63
STATUTORY HOLIDAYS	28.00	27.00
TOTAL	161.69	156.01

OVERTIME HOURS

Equivalent Straight Time Hours:

	2014	2015	2014	2015
	July	July	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	16.00	0.00	45.00
FLOODING	37.50	0.00	1162.25	294.75
BUILDING/YARDS	0.75	0.00	5.25	4.00
INTERDEPARTMENTAL	9.00	1.50	13.50	16.50
PRIVATE WORK	0.00	0.00	23.50	79.75
RECYCLE/GARBAGE	2.25	0.75	6.00	9.00
ROADS	8.00	0.00	608.50	202.25
SEWER COLLECTION	26.00	30.00	612.38	378.25
SIDEWALKS	3.75	0.00	48.75	18.75
STORES	0.00	0.00	39.00	24.00
VEHICLE & EQUIPMENT	0.00	0.00	79.00	27.00
WATER TREATMENT PLANT	34.00	100.00	219.88	323.00
WATER DISTRIBUTION	17.50	98.00	2692.25	314.00
WATER TOWER	0.00	0.00	0.75	8.00
TOTAL	431.50	246.25	5511.00	1744.25

TRANSPORTATION REPORT

JULY 2015

ROADS:

Storm Water Management – Urban:

- Continued flushing storm sewer laterals and cleaning catch basin sumps with the high pressure/vacuum truck.
- Repaired storm sewer manhole at Third Street West and Cornwall Avenue.

Storm Water Management - Rural:

- Removed beaver dams along Balsam Street to behind Caul's field as required.

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown area and Front Street done once weekly.
- Repaired curb and cutter in areas identified for repairs.

Loose Top Maintenance:

- Graded all loose top roads twice.
- Continued grading lanes as required.

Roadside Maintenance:

- Cut grass at deadends and CN crossings
- Cut grass around all poles on Fifth Street West.
- Cleaned up branches blown down in high winds on July 23rd.

Winter Control:

Traffic Operations:

- Repaired and replaced signs as required.
- Painted crosswalks, stop bars and no parking spaces.
- Put out signs for Border Traffic on weekends to help guide the public through the detour on King's Highway

Regular Maintenance:

- Garbage pickup - Tuesday and Friday - Downtown and Public Works Shop
- Assisted Engineering with locates and CCTV inspections.
- Assisted with tasks at Civic Centre as required.
- Maintenance checks at the Civic Centre as required
- Repaired deficiencies found in Routine Road Patrols

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required.
- Cut grass at Public Works building and yards as required.
- Continue preparing the base for sand/salt shed.
- Dug trenches to install underground power wire to sand/salt shed on July 23rd.
- Pushed off piles and levelled snow dump area on McIrvine Road.

Private Work:

- Installed a private crossing at 22 Armstrong Place.

Sidewalks – Winter:**Sidewalks – Summer:**

- Swept sidewalk and bike path along waterfront twice.
- Repaired sidewalk in areas identified for repairs.

Vehicles and Equipment:

- Preventive Maintenance - pre-trip inspections 5:30 -7:30 a.m. Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sportsplex, Day Care, Handi-Van and Civic Centre vehicles as required.

Public Relations:

- Picked up barricades, levelled sand piles and returned bobcat from July 1st fireworks.
- Picked up barricades from Mall Days
- Put up signs for Bass Tournament Detour.
- Cleaned and installed pegs for the big tent on Front Street for the Bass Tournament and Harmony of Nations.
- Set up tent for Bass Tournament and Harmony of Nations on July 13th and 14th.
- Delivered barricades for Boat Show and Shine on July 22nd.

- Helped take down tend from Bass Tournament on July 27.
- Removed signs for detour for Bass Tournament on July 27th and 28th.
- Swept Bass Tournament area at the Marina parking lot on July 29th.

Sewer and Water:

- Provided labour and equipment for Water Distribution and Sewer Collection repairs and maintenance.
- Handed out “Water Turn Off Advisories”, “Drinking Water Advisories” and “Lifting of Drinking Water Advisories” when required
- Issued “Delinquent Account Notices” and turned off water for non-compliance as required.
- Replaced a private crossing at 515 Nelson Street that was removed during a water service repair.

Interdepartmental:

- Removed graffiti from Lion’s Park and McIlvaine Park with high pressure steamer on July 21st.
- Painted white lines in the Memorial Sports Centre Parking Lot on July 23rd.
- Prepared the base for the new Animal Shelter on July 30 and 31.
- Swept Memorial Sports Centre parking lots and surrounding area July 30th.
- Dale Gill provided coverage for vacation at the Airport from July 2nd to July 24th.

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded recycling trailer two (2) times.
- Emptied bins from “drop off” centre as required
- Cleaned up recycling yard as required.

Training:

Health & Safety:

- A workplace inspection was done at the Public Works building on July 22nd.
- A workplace inspection was done at the Water Treatment Plant on July 23rd.

Milt Strachan,
Superintendent of Transportation

Aircraft Landings 2015
As of August 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	81	74	83	330	276	448	1	2	1	23	18	26	41	22	34	2	1	4	53	47	49	201	164	197	37
May	82	81	89	365	308	408	1	6	7	28	24	45	37	23	43	34	30	25	77	76	71	259	240	280	19
June	80	77	86	322	292	400	11	7	4	36	37	66	31	35	27	74	89	75	96	69	49	328	314	307	14
1/2 Total	464	467	499	1855	1841	2367	26	18	25	130	99	177	224	183	226	122	127	115	346	361	302	1312	1255	1344	57
July	81	75	87	297	230	378	8	7	6	40	35	52	35	18	37	83	59	79	77	59	55	324	253	316	71
August	79	71	88	297	241	390	4	3	1	39	37	74	31	26	24	73	65	67	87	57	68	313	259	322	54
September		73	78		254	432		1	5		22	43		37	41		32	44		65	42	0	230	253	-230
3/4 Total	624	686	752	2449	2566	3567	38	29	37	209	193	346	290	264	328	278	283	305	510	542	467	1949	1997	2235	-48
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	624	894	998	2449	3364	4490	38	35	40	209	229	383	290	359	421	278	299	323	510	661	597	1949	2477	2762	-528

Fort Frances Airport- Page 2/2 - Fuel Sales - As of August 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 to	2014
	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	2007	2007	per 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	1,123	3,938	12,096	46,498	0	501	13,219	50,937	8,377	4,453	8,251	5,294	24,825	10,676	22,466	28,609	14,119	4,842	
May	1,639	5,577	14,222	60,720	300	801	16,161	67,098	29,753	18,350	21,891	19,790	25,375	24,033	30,287	47,258	27,092	-13,592	
June	5,944	11,521	39,183	99,903	571	1,372	45,698	112,796	30,789	22,786	23,537	25,723	27,768	22,395	35,995	40,736	28,716	14,909	
July	3,888	15,409	24,262	124,165	0	1,372	28,150	140,946	14,441	19,232	32,650	19,124	30,455	24,925	33,390	44,875	27,387	13,709	
August	7,793	23,202	28,845	153,010	0	1,372	36,638	177,584	20,450	20,075	30,783	21,467	33,139	28,250	40,177	41,630	29,496	16,188	
September		23,202		153,010	0	1,372	0	177,584	21,837	18,005	19,431	22,511	23,363	18,937	28,822	30,341	22,906	-21,837	
October		23,202		153,010	0	1,372	0	177,584	15,472	13,109	11,325	13,677	15,033	21,304	16,631	28,020	16,821	-15,472	
November		23,202		153,010	0	1,372	0	177,584	7,238	6,398	8,170	6,785	17,747	10,754	16,951	16,842	11,361	-7,238	
December		23,202		153,010		1,372	0	177,584		2,028	8,179	2,446	7,641	7,596	13,083	14,733	6,963	0	

177,584

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

Medi-Vac Camera Report Sheet 2015					
DATE	Aircraft Ident	Aircraft type	Arrive Time	Remarks	FEES
July 30, 2015	AB258	PC12	23:44PM	PAID	\$ 234.19
05-Aug-15	LIF	AG139	12:50AM	PAID	\$ 234.19
08-Aug-15	ORNGE	PC12	0:00AM	PAID	\$ 234.19
Aug 13/2015	SKYCARE/GCPX	SW4	4:56AM	PAID	\$ 234.19
Aug 14,2015	ORNGE	PC12	2:01AM	PAID	\$ 234.19
Aug 14,2015	AIR BRAVO/FPCN	PC12	22:38PM	PAID	\$ 234.19
Aug 16,2015	ORNGE	PC12	1:18AM	PAID	\$ 234.19
18-Aug-15	ORNGE	PC12	12:32AM	PAID	\$ 234.19
31-Aug-15	ORNGE	PC12	12:23AM	PAID	\$ 234.19
05-Sep-15	AIR BRAVO/FXAB	PC12	19:56PM	NOT PAID/ LANDED FOR WX	\$ -
08-Sep-15	SKYCARE/GCPX	SW4	5:05AM	PAID	\$ 234.19
TOTALS					\$2,341.90

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2015- tonnage at landfill site- up-dated September 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	248.22	40.76	346.16	56.84	14.64	2.40	3.24	500.42	569.78	609.02	\$28,891.30	\$32,908.43	\$36,933.10	108.60	\$4,024.67
MAY	306.17	39.10	466.65	59.59	10.22	1.31	81.19	756.65	721.08	783.04	\$42,047.80	\$41,342.77	\$40,474.95	26.39	-\$867.82
JUNE	291.38	42.19	389.21	56.35	10.10	1.46	1875.39	725.30	816.36	690.69	\$44,815.30	\$42,253.75	\$43,913.10	-34.61	\$1,659.35
JULY	305.88	46.72	336.03	51.32	12.81	1.96	1764.87	661.29	683.08	654.72	\$37,863.20	\$40,976.57	\$43,552.25	-6.57	\$2,575.68
AUG	273.25	42.51	357.18	55.57	12.38	1.93	943.69	547.91	628.81	642.81	\$32,880.80	\$37,269.88	\$39,041.90	94.90	\$1,772.02
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	231.75	37.34	322.86	60.32	10.81	#DIV/0!	595.29	550.07	559.47	376.95	\$31,112.37	\$31,953.56	\$33,655.49		
Total	1854.02		2582.87		86.47		4762.31			4523.36	\$373,348.40	\$383,442.77	\$269,243.95	276.64	\$15,656.11
												Actual	\$269,243.95		
Town of Fort Frances Tonnage	4436.89											Budget	\$370,684.00		
Total Tonnage	4523.36											Forecasted	\$403,865.93		
Residential Tonnage	1854.02	40.99%										Difference	\$33,181.93		
ICI Tonnage	2582.87	57.10%													
Coverage material	4762.31														

[illegible]