

# TOWN OF FORT FRANCES

## Operations and Facilities Executive Committee

### AGENDA - February 3, 2016, 8:30 AM

#### MEETING - Civic Centre

Session #003

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|---|---------|
| 1. <b><u>Call to Order</u></b>  |         |
| 2. <b><u>Disclosure of pecuniary interest and the general nature thereof</u></b>                    |         |
| 3. <b><u>Approval of Previous Committee Minutes</u></b>   |         |
| 3.1 Minutes from the meeting of this Committee on January 20, 2016.                                 | 2 - 3   |
| 4. <b><u>Non-agenda Items</u></b>   |         |
| 5. <b><u>New Business</u></b>   |         |
| 5.1 Fifield Petition Storm Sewer System - 800 Block of Nelson Street from Butler Avenue to Woodyard | 4 - 8   |
| 5.2 Operations & Facilities Division Update Report - June 1st to December 31st, 2016                | 9 - 12  |
| 5.3 Request for Municipal Council Resolution from Mitaanjigamiing First Nation                      | 13 - 16 |
| 6. <b><u>Information</u></b>  |         |
| 7. <b><u>Adjourn / Next Meeting Date</u></b>  |         |

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #002

January 20, 2016

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on January 20, 2016 from 8:30 a.m. to 10:15 a.m.

PRESENT: Doug Kitowski, June Caul, Mark McCaig, CAO and Doug Brown

ALSO PRESENT: Ken Perry, Deputy Mayor

**1. Call to Order**

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

**3. Approval of Previous Committee Minutes**

- 3.1 Minutes from the meeting of this Committee on January 6, 2016 - The minutes were approved as circulated.

**4. Non-agenda Items**

None.

**5. New Business**

- 5.1 Report No. 2 - Establishing the 2016 Water and Sewer Rates - after a lengthy discussion, the O & F Executive committee recommends that Scenario No.3 be forwarded to the Committee of the Whole Budget meeting scheduled for Monday January 25, 2016.
- 5.2 December 2015 Drinking Water Systems Monthly Summary Report - the December 2015 Water Systems Summary report was reviewed and will be forwarded to Council for approval.
- 5.3 Extension of License Agreement with the Minister of Economic Development, Employment and Infrastructure (Provincial Government - MNR) for the Rental of One Bay in the Airport Maintenance Garage - the administration report was reviewed and will be forwarded to Council for approval.

**6. Outstanding Items**

- 6.1 Sanitary Sewer By-Law - the final draft by-law for the Sewer System was reviewed where the administration report will be forwarded to Council for approval.

**7. Information**

- 7.1 Operations & Facilities Division - Public Works Area Operations Statistics - December 2015 - the December 2015 statistics for the Public Works Area were reviewed and will be forwarded to Council as information only. No action required.
- 7.2 Operations & Facilities Division - Environmental Area - Operations Statistics - December 2015 - the December statistics for the Environmental Area were reviewed and will be forwarded to Council as information only. No action required.
- 7.3 Fort Frances Wastewater Treatment Facility December 2015 Monthly Report - the OCWA Wastewater Treatment Facility Monthly Report for December 2015 was

reviewed and will be forwarded to Council as information only. No action required.

**8. Adjourn / Next Meeting Date**

The meeting adjourned at 10:15 a.m.

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Executive Committee Chair

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D. Brown, Manager of Operations & Facilities

December 16, 2015

Report To: Mayor & Council

From: Doug Brown, Manager Operations & Facilities

**SUBJECT: Fifield Petition in regards to the Storm Sewer System – 800 Block of Nelson Street- from Butler Avenue to Wood yard.**

Please find attached the letter and the petition from Keith & Kenton Fifield dated October 29, 2015. Basically the Fifield brothers are of the opinion that the underground storm sewer system along the 800 block of Nelson Street should not be eliminated and that the large ditch at the end of the block should not be utilized as an alternative storm sewer system for the storm runoff water from the 800 Block of Nelson Street.

The reason why the existing underground storm sewer piping along the 800 block of Nelson Street was eliminated is simply pipe interference. The newly placed sanitary sewer service lines for 210 Butler Avenue, 814 & 816 Front Street properties interfered with the existing PVC storm sewer pipe (which was not scheduled to be replaced). The sanitary sewer service lines take priority over the storm sewer mains. The new sanitary sewer service lines were installed at a positive grade of 0.17% or at the same grade (slope) as the Nelson street new sanitary sewer main. As a result these new sanitary sewer service lines interfered with the existing storm sewer piping thus causing the storm sewer system to become non-functional.

Instead of relying the underground storm sewer piping, the Town in discussions with Hatch-Mott-MacDonald (design Engineers) elected to drain the entire 800 block of Nelson Street into a set of catch basins at the east limits of this block and discharge the storm runoff water into the large drainage ditch located between Nelson Street and the Wood yard. The length of this block of Nelson Street is 100 meters long.

Reviewing of the storm runoff calculations utilizing the rational method, for the proposed storm system, the additional flowrate from the 800 block of Nelson Street and portions of the surrounding properties on this block of Nelson under a 25 year return scenario is 67.23 litres/sec where the maximum capacity of the ditch is 5351 litres/sec. Thus adding or using up approximately 1.26% of the existing ditch capacity. Thus the new loading is considered to be insignificant. If the ditch reaches maximum capacity runoff water will discharge onto the Front Street first instead of surcharge the surrounding properties on the 800 block of Nelson Street or Nelson Street itself. See attached drawing showing the area which contributed to the storm runoff loading.

The Operations & Facilities Executive committee recommends the following;

- 1) The Fifield petition was reviewed where the Town will reconstruct the 800 block of Nelson Street as planned.

Respectfully submitted

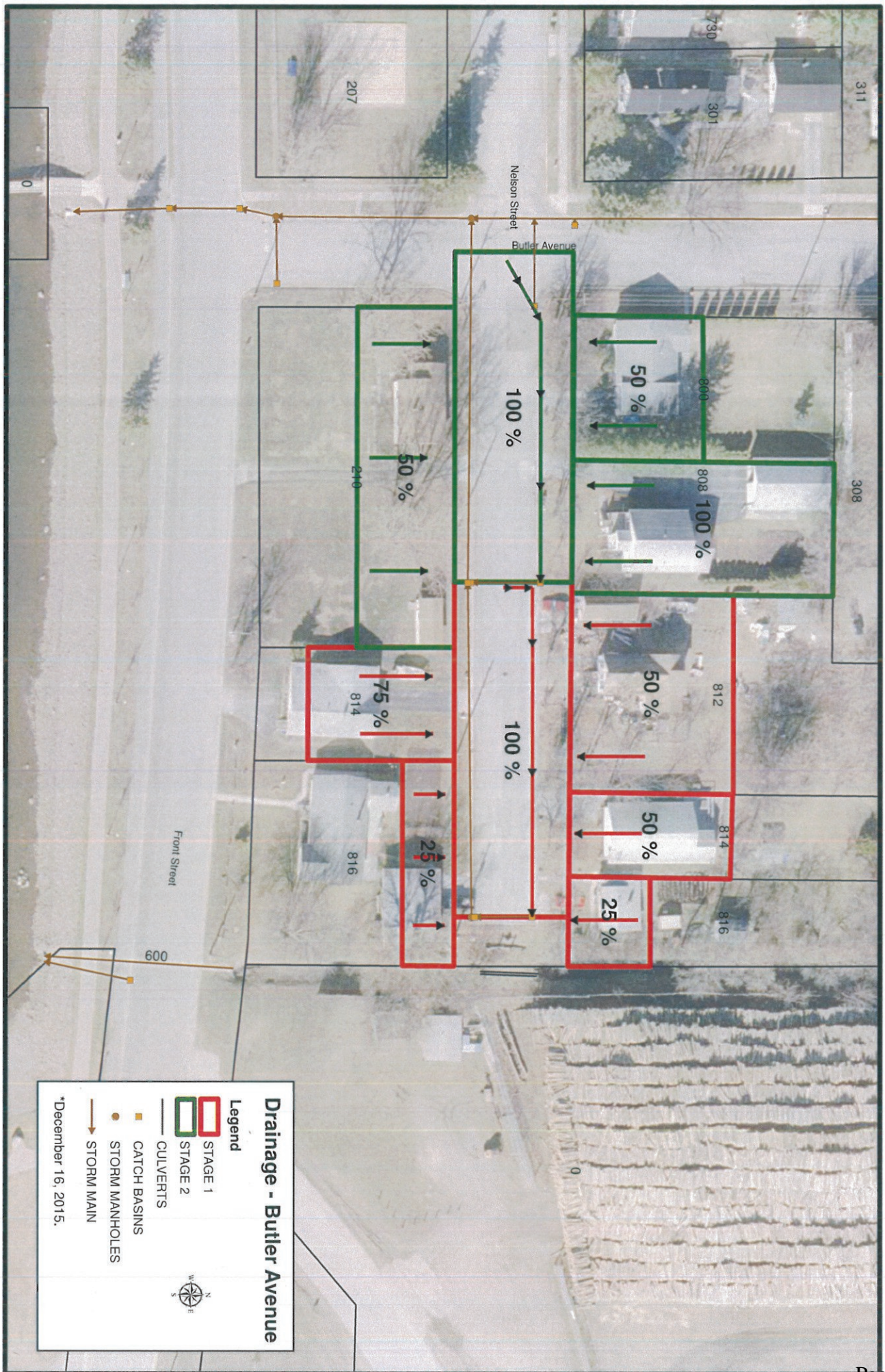
A handwritten signature in black ink that reads "Doug Brown". The script is cursive and fluid.

Doug Brown, P. Eng.  
Operations and Facilities Manager

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

- 1) The Fifield petition was reviewed where the Town will reconstruct the 800 Block of Nelson Street as planned.







**This is a petition to have the existing storm sewer in the 800 block of Nelson Street replaced**

Doug Brown informed us on October 20th that he will not replace the existing storm sewer during the current road construction. The existing storm sewer system takes water from the 800 block of Nelson Street to the Butler Avenue system. His plan is to run all of the water from the 800 block of Nelson Street in to the big ditch at the end of the block.

**Doug's plan will be catastrophic to homes near the big ditch due to flooding and will cause the street to flood.**

The previous storm sewer worked fine. The problem was that over the years the road sank below the level of the catch basin grids, so the water would get to quite a high level before it would go down the drain.

The big ditch receives water from a large area. The ditch gets to very high levels of water at times. With a 3-inch rainfall in a 24-hour period the water level reaches right up to the brim of the ditch. This is normal to be expected at the best of times, and not even under winter conditions which are far worse when it comes to spring runoff conditions.

In the springtime the ditch water level constantly threatens to overflow the banks for weeks on end.

When it comes to the spring thaw the whole big ditch is piled high with snow, not to mention the 15 to 20 foot-high bank which is formed from the snow plow and loader pushing all the snow from the 800 block of Nelson St. to the dead end right up against the big ditch. On top of all this snow which the big ditch has a tough struggle to handle, it now has to contend with all the run off from the snow banks of 4 feet high or more from the street that occur from the snow plow, which builds up over the winter.

At least before this latest venture of removing the storm sewer, the water had a chance to go through the storm sewer tying in at Butler Avenue, and through to the river.

A major hurdle to overcome as far as bypassing the storm water flow into the big ditch is that it is flowing into an open ditch instead of a sealed storm water system where the water can flow unobstructed out to the river.

In the spring it can be warm in the daytime and be melting, and then at night it can all freeze over and mix with fresh or existing snow causing slush to freeze, and impede any water flow movement.

All this slush and snow causes a real issue when trying to flow through the culvert under Front Street to the river and especially with the culvert grate in place all this wet freezing snow makes like a dam. Even throughout the summer and fall this grate creates issues with buildup of grass, twigs, leaves and other debris.

At one time the town thought they owned the big ditch. The town would send out the fire department in the springtime to burn the grass in the ditch. The town would also send out a crew from time to time to dredge out the ditch. This all stopped in the early 1980's when it was discovered that the big ditch was on mill property.

When the town thought they owned the ditch property, the water from the curbs on both the north and south side of Nelson Street was directed through two above ground trenches to the ditch. This always caused a flooding problem as the ditch could not handle the extra volume of water.

The town eventually added the current storm sewer system which stopped the flooding problem from street water entering the ditch.

We find that it is very counterproductive to go back to conditions that were very detrimental in the past when lessons had to be learned the hard way.

It would be very beneficial for all parties including the residents affected on the 800 block of Nelson Street and as well benefit the town in a less hardship and cost effective manner to make the storm sewer functional as it had been and especially to save money while the road is presently under construction, instead of looking at eliminating the storm sewer as a cost saving venture in the short term.

*Keith Zifield*

*Kenton Zifield*

We the residents of the 800 block of Nelson Street have signed this Petition to ask the Town of Fort Frances to replace the existing storm sewer along the 800 Block for the reasons described in the accompanying letter.

Contrary to this, the Town's plan is to eliminate the existing storm sewer and divert the water in to the big ditch.

| Name             | Address           | Phone    | Signature        |
|------------------|-------------------|----------|------------------|
| Vivian Callaghan | 812 Nelson Street | 275-5145 | Vivian Callaghan |
| Gemma Lamonato   | 814 Nelson        | 274-9592 | G. Lamonato      |
| Gladys Martin    | 816 Front St      | 274-3954 | Gladys Martin    |
| LORETTA BRUNETTA | 800 NELSON ST     | 274-9475 | Loretta Brunetta |
| Keith Fifield    | 912 Str. St. East | 274-5295 | Keith Fifield    |
| Paul Rodbourne   | 808 Nelson St     | 274-5852 | Paul Rodbourne   |
| Kenton Fifield   | 816 Nelson St.    | 274-6492 | Kenton Fifield   |
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**OPERATIONS & FACILITIES DIVISION UPDATE REPORT**  
**June 1<sup>st</sup> to December 31st, 2015**

Mr. Mayor, Fellow Councilors, Staff, Media and Citizens, it is a pleasure to report to you this evening on the activities of the Operations and Facilities Division. As you know, our Division is responsible for the Public Works Area, Parks and Cemeteries, the Waste System, the Fort Frances Airport, the Water System and the Wastewater System. I will highlight some of the main activities which took place from June 1<sup>st</sup>, 2015 to the end of December in each of these areas of responsibility.

***Public Works***

***In regards to the Roadways:***

The last half of the 2015 winter snow fighting season was considered a mild one compared even to the last half of 2014. There were only 3 snowfall events in this time period. The Town did not rent any private trucks to haul snow in this period. On Thursday, December 17 the 5-man midnight crew commenced and is scheduled to run until the winter season is over. The new 85 foot diameter by 37 feet high winter control sand storage structure was fully constructed prior to the commencement of the 2015-16 winter control season and is a vast improvement considering there was no storage facility for over 112 years. Also as a result of a mild winter control season a lot more main storm sewer ditches were brushed this fall and the dead veteran trees along the King's Hwy 11-71 were removed.

***In regards to the water system:***

From June 1<sup>st</sup> to the end of December, the Town manufactured 836,210 cubic meters of treated water, which is a 3.97 % increase, compared to the same period last year. The

new standby generator was installed at the WTP and has been fully operational since July 25, 2015 where the town has the ability to manufacture potable drinking water during extended periods of hydro outages.

**In regards to the wastewater system:**

Over the last 7 months the Town has treated and discharged 1,283,585 cu. meters of wastewater, which is a decrease of 17.7 % compared to the same period last year.

Associated Engineering has been retained to design the removal and replacement of the dewatering equipment in the head works building at the Sewage Treatment Plant (STP) facility. The design is 99.9% complete where the tender call is scheduled for Saturday, February 6, 2016 with the installation commencing around the 1<sup>st</sup> week in April. The new dewatering equipment fully operational around July 1<sup>st</sup>, 2016. In the future, the biosolid sludge material from the STP will go directly to the landfill site to be used as cover material.

When comparing the treated water discharged from the Sewage Treatment Plant to the manufactured water from the Water Treatment Plant, there is difference of 447,375 cu. meters of groundwater and/or surface water entry into the sanitary sewer system commonly referred to as “inflow and infiltration (I/I) loading during this period.

**In regards to the Waste Management System:**

A Household Hazardous Waste Day was held Saturday September 19, 2015 where 13.994 tonnes of hazardous waste was collected and disposed of in an environmentally friendly fashion. The upgrades at the recycling drop off depot/ transfer station property on 6<sup>th</sup> street are complete where the general public compactor unit went into full

operation on Monday, December 21, 2015 where the general public is now placing their recyclables into the compactor hopper. The general public will continue to have access to drop off their recyclables at the depot 24 hours/7 days a week – 365 days per year. At this time the Town is asking for a couple of favours in regards to the general public who are dropping off recyclables at this facility;

- 1) Ensure that the larger pieces of cardboard are broken down into smaller pieces so that the smaller pieces can drop into the charge chamber of the compactor unit.

The maximum size of the cardboard pieces should be 4 feet by 4 feet or 48 inches (1220mm) wide by 48 inches (1220 mm) long.

- 2) Ensure that only recyclable materials as outlined on the Town's website and advertised on the posted signs at the drop off station are placed into the compactor hopper.

- 3) Ensure the hopper door is fully closed before leaving.

**In regards to the Parks and Cemeteries:**

Dog Waste Bag dispensers have been installed along the waterfront walkway and are being well utilized as the Parks crew had less dog waste to deal with during the summer work season. As a result of the mild temperatures in December, the outdoor ice rinks were not operational prior to the Christmas holiday break as previously scheduled. At this time all three outdoors rinks are fully operational.

**In regards to the Fort Frances Airport:**

The amount of air traffic is up at the Fort Frances Airport compared to last year, where 190 additional aircrafts landed between June 1<sup>st</sup> to December 31, 2015. Also 162,148 liters of aviation fuel was sold compared to 117,076 liters during the same period in 2014.

A new loader and snowblower attachment went into service this fall at the Airport. They have hardly been utilized thus far due to lack of snow.

**Summary**

The members of the Operations & Facilities Executive Committee are of the opinion that the last 7 months of 2015 were very productive and that several operational improvements have taken place to ensure that services provided by this division are more efficient and cost effective going forward and for years to come.

f/n: 2016Jansemiannual report





Ed Morrison-First Nation Manager  
Mitaanjugamiing First Nation  
P.O. Box 609  
Fort Frances, Ontario  
P9A 3M9  
mgt@mitaanjugamiing.ca

January 27, 2016

Fort Frances Mayor and Council  
320 Portage Avenue,  
Fort Frances, Ontario  
P9A 3P9

**Attn: Mayor and Council**

**RE: Request for Municipal Council resolution in support of Mitaanjugamiing First Nation - Small Communities Funding for Water Treatment Plant (SCF-0703)**

Dear Mayor and Council,

On January 4<sup>th</sup>, 2016, Mitaanjugamiing First Nation received notification that our community has been approved to proceed to the final phase of the application process to receive grant funding under the New Building Canada Fund – Small Communities Fund (SCF). This funding is required to upgrade our Water Treatment Plant in order to address an ongoing health and safety risk faced by our community. Specifically, our existing Water Treatment Plant does not have the ability to adequately treat the raw water from our surface water source as needed to meet the Ontario Drinking Water Objectives and Regulations. The current Water Treatment Plant is 17 years old and was constructed just prior to the Walkerton tragedy and the implementation of the new Ontario regulations.

In order for our final application to be considered complete, we must include a council resolution from a local municipality in support of the project. We are therefore requesting that Fort Frances Town council consider providing us with a municipal council resolution indicating their support for the project. The council resolution need only show support for the project in principal and is not intended to show financial support of any kind. Without support from your municipality we will be unable to submit an application and will not be able to proceed with the necessary upgrades to our Water Treatment Plant.

~~Thank you for~~ your consideration,

A handwritten signature in black ink, consisting of a large, stylized 'E' followed by a series of loops and a long horizontal stroke extending to the right.

Ed Morrison, First Nation Manager

Ministry of Agriculture,  
Food and Rural Affairs

Ministère de l'Agriculture, de  
l'Alimentation et  
des Affaires rurales



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1 Stone Road West  
Guelph, Ontario N1G 4Y2  
Tel: 1-877-424-1300  
Fax: 519 826-3398

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Téléc. : 519 826-3398

## Rural Programs Branch

January 4, 2016

Our File: SCF-0703

Ed Morrison, First Nation Manager  
Mitaanjugamiing First Nation  
P.O. Box 609  
Fort Frances, Ontario  
P9A 3M9  
mgt@mitaanjugamiing.ca

Dear Ed Morrison:

### **Re: Invitation to submit application under the second intake of the Building Canada Fund - Small Communities Fund (SCF)**

Thank you for your Expression of Interest under the second intake of the SCF.

We are pleased to inform you that your project proposal was selected to move forward to the application phase.

Note that an invitation to the application phase does not guarantee approval of funding.

The application form is attached. You will have until Friday, February 12, 2016 at 5:00 p.m. (EST) to complete the application form and return it, quoting your file number, SCF-0703, in the subject line. The completed application must be accompanied, by the appropriate documentation noted below:

- All proponents must include a copy of the application and appropriate technical schedule(s).
- Municipalities or local services boards must supply a copy of their comprehensive asset management plan (including projects submitted by a private sector body if the municipality is providing financial support). Please note, these documents are not required if they were previously submitted for the formula-based component of the Ontario Community Infrastructure Fund.
- Private Sector Bodies (for profit and not-for profit) and First Nation applicants must include a council resolution from a local municipality (or municipalities) in support of the project in order for the application to be considered complete.



Good Things  
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A bonne terre  
bons produits



- Any other relevant or requested supporting documentation that provides evidence of technical merit and/or economic benefit (i.e., economic sustainability plans, etc.).

| <b>Small Communities Fund Timelines</b>                             |                            |
|---|----------------------------|
| Application submission deadline                                     | February 12, 2016          |
| Ontario to nominate a final project list to the federal government. | April 2016 (estimated)     |
| Federal review and funding decisions.                               | April-May 2016 (estimated) |

Applicants that are successful at the application stage should note the following:

- Any required aboriginal consultations on the project should be done prior to the start of the project. Applicants will be asked to submit preliminary information on ongoing or possible aboriginal consultations.
- Municipalities and local services boards will be required to obtain a council/board resolution or municipal by-law to execute the project level contribution agreement (CA) with the province.
- A program objective is for approved projects to be completed within five years. This will be outlined in the contribution agreement, based on project description and construction schedules.
- The breakdown of costs by fiscal year and the dates you provide in section 5 of the application will be used to populate your CA. For this reason, it is very important that the information is accurate.

Should you have any questions, please do not hesitate to call the contact centre at 1-877-424-1300 or email [SCF@ontario.ca](mailto:SCF@ontario.ca).

Sincerely,

  
Joel Locklin  
Manager, Program Operations

Attachment: application template