

# TOWN OF FORT FRANCES

## Operations and Facilities Executive Committee

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

#### MEETING - Civic Centre

Session #014

	Page
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 July 6, 2016.	3 - 4
4. <b><u>Non-agenda Items</u></b>	
5. <b><u>Items Referred from Council</u></b>	
5.1 Dragon Boat Festival Date Change Request	5 - 8
6. <b><u>New Business</u></b>	
6.1 BIA Request to Remove a Tree in Front of 318 Scott Street	9 - 12
6.2 Airport Facility - private Hanger - Renewal of Hangar Lot Lease Rate with Mr. Eldon Mose for a Five Year Term commencing on July 1st, 2016	13 - 16
6.3 June 2016 Drinking Water Systems Monthly Summary Report	17 - 24
6.4 Airport Facility - Lease of 1 bay in the Maintenance Garage for storage by the Ministry of Natural Resources and Forestry	25 - 30
6.5 Sunny Cove Camp Inspection Report (July 12, 2016)	31 - 57
7. <b><u>Information</u></b>	
7.1 Maintenance of Trees at Point Park - Verbal Discussion	
7.2 Sewer and Water Data for 2016 - updated June 30, 2016	58 - 63
7.3 2016 Tonnage at Landfill Site - updated July 12, 2016	64
7.4 Aircraft Landings and Fuel Sales 2016 - as of June 30, 2016	65 - 66
7.5 Waste Water Treatment Plant Monthly Report for June 2016	67 - 72
8. <b><u>Adjourn / Next Meeting Date</u></b>	



TOWN OF FORT FRANCES

MINUTES

SESSION NO. #013

July 6, 2016

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on July 6, 2016 from 8:30 a.m. to 9:15 a.m.

PRESENT: Paul Ryan, Chairperson, Doug Kitowski, June Caul, Doug Brown, CAO and Travis Rob.

ALSO PRESENT: Mayor Roy Avis

**1. Call to Order**

The meeting was called to order at 8:35 a.m.

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

Roy Avis declared a conflict on item 6.1 - Tender 16-OF-12 - Supply of 3/4 Ton Truck c/w 8 Foot Snowplow

**3. Approval of Previous Committee Minutes**

3.1 Minutes from the meeting of this committee on June 22, 2016 - the minutes were approved as circulated.

**4. Non-agenda Items**

None.

**5. Items Referred from Council**

5.1 Laneway Grading and Draining Issues - 1234 First Street East - the administration report was reviewed and will be forwarded to Council for approval.

**6. New Business**

6.1 Tender 16-OF-12 - Supply of 3/4 Ton Truck c/w 8 Foot Snowplow - Mayor Avis declared a conflict of interest. The administration report was reviewed and will be forwarded to Council for approval.

6.2 Operations and Facilities Division Update Report January 1st to May 31st, 2016 - the semi-annual report was reviewed where Councillor Ryan will be presenting the report at the next Council meeting on July 11, 2016.

6.3 Management Review (DWQMS) - Endorsement by Owners - the administration report was reviewed and will be forwarded to Council for approval.

**7. Information**

7.1 Operations and Facilities Division - Environmental Area - Operations Statistics - May 2016 - the operations statistics for May 2016 were reviewed and will be forwarded to Council as information only. No action required.

**8. Adjourn / Next Meeting Date**

The meeting adjourned at 9:15 a.m.

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Executive Committee Chair

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D. Brown, Manager of Operations & Facilities

July 20, 2016

Report To: Administration and Finance Executive Committee

From: Operations and Facilities Executive Committee

**RE: Request dated June 27, 2016 From Boundary Waters Dragon Boat Festival**

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On January 21, 2016 a request was brought forward from the Boundary Water Dragon Boat Festival requesting for assistance from the Town to hold the annual International Boundary Waters Dragon Boat Festival on Saturday June 25, 2016. Due to severe weather on that day the event had to be postponed. The event has been rescheduled for September 17, 2016. A request was received on June 27, 2016 from Mr. Greg Thorstad, president of the Boundary Waters Dragon Boat Foundation requesting assistance for the rescheduled event.

The following items are directly related to the Operations and facilities division:

**Item 1: The use of picnic tables, with pickup and drop off to be organized by the Committee** - Town will provide picnic tables where the Festival volunteers will be responsible to have the picnic tables delivered to the event site, properly located within the site and returned after the event. However the Boundary Waters Dragon Boat Club will be responsible to wash down and clean up the picnic tables after they have been utilized. Co-ordinate through Travis Rob, Operations & Facilities Manager at 274-9893.

**Item 3: Allow Festival committee to attach pennants, signs & banners to streetlight poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event** - The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the Waterfront walkways. Also motorists' sight lines or vision should not be obstructed when driving along Front Street.

**Item 5: Ensure Extra Garbage Cans at the Site** - Additional garbage containers can be set out for the event. However the O & F division is not in a position to provide manpower to pick-up garbage at the end of the day. This task will be the responsibility of the International Boundary Waters Dragon Boat club.

Other divisions within the Town's organization will deal with the other matters requested in the letter dated June 27, 2016.

The Operations & Facilities Executive Committee Recommends the following:

- 1) That the Operations & Facilities Division continues to provide in-kind services for **item No. 1** as outlined in the June 27, 2016 letter from Mr. Greg Thorstad. However the Boundary Waters Dragon Boat Club will be responsible to wash down and clean up the picnic tables after they have been utilized.
- 2) That permission is granted to the Boundary Waters Dragon Boat Club in regards to **item No. 3** in accordance with the guidelines listed above.

- 3) **Item No. 5** – The Town will ensure that additional available garbage containers will be provided as requested. However if extra garbage dumpsters are required on site, and a garbage pick-up at the end of the day- These costs and services are the responsibility of the Boundary Waters Dragon Boat Club and not the Town.

Respectfully Submitted

Paul Ryan, Chairman  
Operations & Facilities Executive Committee

2016JulyDragonBoatRequest2

**Lisa Slomke /Frances**  
07/12/2016 02:02 PM

To Laurie Witherspoon/Frances@Frances, Jason  
Kabel/Frances@Frances, Travis Rob/Frances@Frances,  
Lori Pattison/Frances@Frances, Patrick  
cc  
bcc  
Subject referred from Council to Executive Cmtees

Good Afternoon:

Please find pdf letter attached which was referred from Council to the Administration & Finance Executive Committee for recommendation with input from CSEC, PDEC and OFEC. The intent is to determine whether there is any impact with the rescheduling of events from the perspective of each Executive Committee. Overall permission was already granted for the original June 25th event date.

Thanks.  
Lisa



REG CONSENT ltr from Boundary Waters Dragon Boat re Reschedule Event rev.pdf

Elizabeth (Lisa) Slomke, Town Clerk  
Town of Fort Frances  
Civic Centre  
320 Portage Avenue  
Fort Frances, ON P9A 3P9  
Phone: 1-807-274-5323 ext 236  
Fax: 1-807-274-8479  
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E-Mail: [dragonboatff@gmail.com](mailto:dragonboatff@gmail.com)  
Like: [facebook.com/dragonboatff](https://facebook.com/dragonboatff)  
Visit: [www.boundarywatersdragonboat.com](http://www.boundarywatersdragonboat.com)

June 27<sup>th</sup>, 2016

Mayor & Council  
Town of Fort Frances  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9



**RE: INTERNATIONAL BOUNDARY WATERS DRAGON BOAT FESTIVAL RESCHEDULE OF EVENTS**

Dear Mayor and Council:

As you may know, on June 25<sup>th</sup> our festival organizers and participants had to make a pain staking decision to postpone our festival due to the weather related devastation of our festival site, and with respect to the ultimate safety of our paddlers both on the original date and the following day, Sunday the 26<sup>th</sup>. We then consulted with the production officials, coaches and partners and they generously offered to return for us to hold the festival on the new date of Saturday, September 17<sup>th</sup>, 2016.

With this new date set and our partners' reassurances, we respectfully request the following support from the Town of Fort Frances for the new festival date of Saturday, September 17<sup>th</sup>, 2016.

1. Authorize the use of Town picnic tables. The Boundary Waters Dragon Boat Festival Committee will organize and arrange for their pick up and return with Sunset Dynasty Construction;
2. Supply the International Boundary Waters Dragon Boat Festival with the necessary documents to facilitate closing the road to accommodate the needed team and public participation areas from the street side of the Sorting Gap Marina Building (allowing all traffic access to the boat launch) to Butler Avenue;
3. Allow the International Boundary Waters Dragon Boat Festival Committee to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event;
4. Allow access for electrical power;
5. Ensure extra garbage cans at the site.

Thank you for your consideration, and we look forward to discussing our request in greater detail at your convenience.

Sincerely,

Greg Thorstad, President  
Boundary Waters Dragon Boat Foundation  
& Festival Organizer



July 11, 2016

Report To: Mayor and Council

From: Travis Rob, Manager of Operation and Facilities

**RE: BIA Request to remove tree in front of 318 Scott Street**

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**Background**

Over the last number of years the Operations and Facilities Division has received a number of requests from the BIA to undertake works in the downtown core. In September of 2015 a report was brought forward to the Operations and Facilities Executive Committee and subsequently Mayor and Council outlining the cost to remove a tree from the downtown core as well as the recommendation to setup a meeting with the BIA to set out how requests of this nature would be handled by the O&F Division. The trees in the downtown core were installed on the Town right of way by the BIA, therefore the trees do not belong to the Town, however there was never an agreement for maintenance between the Town and the BIA outlining responsibilities for maintenance. There was a meeting held between the BIA and Town, however there was no agreement brought forward respecting how request from the BIA were to be handled.

On June 29, 2016 a letter was received from the BIA, requesting the removal of a nuisance tree in front of 318 Scott Street by the O&F Division. After a review of previous reports and the developments from the meeting held in 2015 with Doug Brown, CAO, it is the recommendation of Administration that the tree in question be removed and stump ground by the O&F Division staff in conjunction with help from Fort Frances Power Corporation in the fall of this year when the regular tree trimming takes place, and further that a maintenance agreement be developed with the BIA to address responsibilities for ongoing maintenance of the trees within the BIA area.

Respectfully submitted



Travis Rob, EIT  
Manager of Operations and Facilities

Council approval of this report will agree with the recommendation of the Operations and Facilities executive Committee that the that the tree in question be removed and stump ground by the O&F Division staff in conjunction with help from Fort Frances Power Corporation in the fall of this year when the regular tree trimming takes place, and further that a maintenance agreement be

2016JulyBIAtreerequest

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.

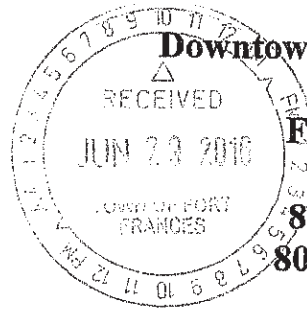
Respectfully submitted,



Doug Brown, P. Eng.  
Operations & Facilities Manager

f/n: 2015BIARquest

<p><b>Council approval of this report will ensure</b> 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.</p>
---



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

12:29  
June 29/16  
WK

29 July 2016

Mr. Travis Rob  
320 Portage Avenue  
Fort Frances, Ontario

Dear Travis

**RE: Tree Removal**

We will be requiring your assistance in removing a nuisance tree on Scott Street.

It is located at 318 Scott Street. It has invaded the crawl space of the premises and is causing water problems and the roots have perforated the sidewalk and are causing a tripping hazard. We are asking for the standard tree removal method of cutting it down and killing it via diesel fluid.

Your immediate attention to it's removal would be greatly appreciated.

Yours

**Shelley Wepruk**  
**Secretary**

July 20, 2016

Report To: Mayor & Council

From: Travis Rob, Manager Operations & Facilities

**SUBJECT: Airport Facility – Private Hangar-Renewal of Hangar Lot Lease Rate with Mr. Eldon Mose for a Five (5) Year Term Commencing on July 1<sup>st</sup>, 2016.**

Please find attached the report prepared by Tom Batiuk, Airport Supervisor, outlining the renewal of a private hangar lot lease with Mr. Eldon Mose. The hangar lot lease agreement is for a 25-year term with the lease rate to be renegotiated every five (5) years. The existing 2016 rate for land lease for private hangar is \$1.76 per square meter plus HST. Eldon Mose's hanger lot is 450 square meters in size.

It is recommended by the Operations & Facilities Executive Committee that Council renew the hangar lot lease rate with Mr. Eldon Mose at \$1.76 per square meter for the next five (5) years and that the Mayor and Clerk be authorized to execute the updated lease rate agreement on behalf of the Corporation.

Respectfully submitted,  
Operations & Facilities Division



Travis Rob, EIT.  
Manager Operations & Facilities

<p><b>Council approval of this report will</b> ensure that Council renews the hangar lot lease rate with Mr. Eldon Mose at \$1.76 per square meter plus HST for the next five (5) years and that the Mayor and Clerk be authorized to execute the updated lease agreement on behalf of the Corporation.</p>
---

2016JulyHangarLeaseEldonMoes

2016-07-01

To: Travis Rob/Doug Brown

From: Tom Batiuk

Re: lease agreement Renewal for Eldon Mose

Please see attached Lease renewal documents for Eldon Mose set to commence July 1, 2016 to June 30<sup>th</sup>, 2021. Please forward these documents to Town Council at their next regular meeting for approval and execution with my recommendation.

Kind Regards,

Tom Batiuk  
Airport Supervisor

**THIS AGREEMENT** made this 1st day of July, Two Thousand and Sixteen

**BETWEEN:**

THE CORPORATION OF THE TOWN OF FORT FRANCES  
(The “Town”)

-And-

Eldon Mose  
(The “Tenant”)

**WHEREAS:**

- A. The Town and the Tenant hereinafter collectively referred to as the “Parties” entered into an agreement of lease (the “Lease”) dated July 1, 2006 with respect to the property (“Demised Premises”) described as: A hangar lot comprising of approximately 450 square meters, at the Fort Frances Airport.
- B. The copy of the lease dated July 1, 2006, in each of the Parties possession forms Part of this Agreement as Schedule “A”.
- C. The term (the “Term”) of this lease and subsequent renewals is due to expire and end June 30, 2016.
- D. The Town desires to lease to the Tenant and the Tenant desires to lease from the Town the Demised Premises for a further Term, namely, from July 1, 2016 to and including June 30, 2021 on substantially the same terms and conditions as set out in the Lease.

**NOW THEREFORE** the Parties agree as follows:

- 1. The Town agreed to lease to the Tenant and the Tenant agrees to lease from the Town the Demised Premises for a further Term from and including July 1, 2016 to June 30, 2021.
- 2. The annual amount payable by the Tenant to the Town in respect of the Tenant’s lease of the Demised Premises for the Term July 1, 2016 to June 30, 2021 shall be the sum of \$ 894.96, HST included, which amount shall be payable by the Tenant to the Town upon the signing of this agreement.
- 3. Except as set out in this agreement, the Lease by the Tenant of the Demised Premises from the Town for the term shall be upon the same terms and conditions as set out in the Lease.

**IN WITNESS WHERE OF** the Parties have executed this Agreement.

For the Corporation of the Town of Fort Frances:

Per: \_\_\_\_\_  
Mayor

Per: \_\_\_\_\_  
Clerk

For: Eldon Mose

Witness:\_\_\_\_\_ Per: \_\_\_\_\_  
Eldon Mose



July 21, 2016

Report To: Mayor & Council

From: Travis Rob, Manager of Operations & Facilities

**SUBJECT: June 2016 Drinking Water Systems Monthly Summary Report**

Please find attached the June 2016 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the June 2016 report as presented.

Respectfully submitted,  
Operations & Facilities Division

Travis Rob, E.I.T.  
Manager of Operations & Facilities

<p><b>Council approval of this report will</b> accept the June 2016 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

**June, 2016**

**Monthly Summary Report  
Water Systems**

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

**Dated: July 20, 2016**

### 1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of June 2016 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works # 26002736. This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act.

### 2) **Flow Data:**

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

### 3) **Microbiological (Health Related) Water Analysis - Main Water System # 220000978:**

Water Treatment Plant (treated): 4 samples taken no adverse results

Water Treatment Plant (raw): 4 samples taken no adverse results

Water Distribution System: 16 samples taken where 25% of samples were tested for heterotrophic plate count HPC no adverse results

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

Water distribution samples taken at the following locations:

1. 901 Wright Ave.	2. 810 King's Hwy.	3. Olde Shambles Rd.	4. W. Tower
5. 604 Third St. E.	6. 1111 First St. E.	7. 901 Wright Ave.	8. W. Tower
9. 720 Scott St.	10. 1050 Portage Ave.	11. 901 Wright Ave.	12. W. Tower
13. 720 Scott St.	14. 1050 Portage Ave.	15. 901 Wright Ave.	16. W. Tower

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

No samples taken.

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

**5) Free Available Chlorine Residual (FAC) - Main Water System - # 220000978:**

FAC residuals are taken at a minimum daily at both the Water Treatment Plant and within the Water Distribution System.

**6) Free Available Chlorine residual (FAC) - Airport Groundwater Well System # 26002736:**

Signs posted, exempt from testing.

**7) Maintenance Activities at the WTP:**

- June 02<sup>nd</sup>     - shutdown plant - ran generator.  
                  - changed plant main breaker (Galbraith Electric)  
                  - calibrated distribution chlorine analyzer  
                  - cleaned top and bottom tanks on poly unit.  
                  - cleaned all 4 checks valves on poly pumps
- June 04<sup>th</sup>     - calibrated distribution chlorine analyzer.
- June 09<sup>th</sup>     - painted plant floor - main level.
- June 22<sup>nd</sup>     - cleaned turbidity meter on Filter No. 3
- June 28<sup>th</sup>     - cleaned in-line mixer
- June 30<sup>th</sup>     - cleaned top and bottom tanks on poly unit.  
                  - cleaned all 4 checks valves on poly pumps

**8) Water Complaints:**

- Poor Pressure – 0 complaints
- Water Quality – 3 complaints

May 17, 2016 - 661 First St. E. - discoloured water - flushed water main through hydrant by the Arena until clear.

May 19 & 20, 2016 - 317 Butler Ave. - Discoloured water. Town sanitary sewer main cleaning/CCTV contractor was using the hydrant to fill their truck. Caused water to discolour. Owner told to run their water until clear.

May 22, 2016 - 660 First St. E. - discoloured water - flushed water main through hydrant by the Arena until clear.

9) **Other Miscellaneous Information:**

- June 06<sup>th</sup>     - took weekly routine bacti samples.  
                  - new water main tie-in - bacti samples - Legion Park - 1<sup>st</sup> set.
- June 07<sup>th</sup>     - capping of existing water mains - bacti samples - Colonization Rd.  
                  E. at Front St./Scott St. - 1<sup>st</sup> set.  
                  - new water main tie-in - bacti samples - Legion Park - 2<sup>nd</sup> set.
- June 08<sup>th</sup>     - QMS meeting.  
                  - capping of existing water mains - bacti samples - Colonization Rd.  
                  E. at Front St./Scott St. - 2<sup>nd</sup> set.
- June 09<sup>th</sup>     - took grab samples off filters.
- June 13<sup>th</sup>     - took weekly routine bacti samples.
- June 15<sup>th</sup>     - took microbiological water samples at Sunny Cove.
- June 20<sup>th</sup>     - took weekly routine bacti samples.  
                  - hydrant replacement (Minnie Ave. at Front St.) and new water main  
                  (Colonization Rd. E. - Phase 1) - bacti samples - 1<sup>st</sup> set.
- June 21<sup>st</sup>     - hydrant replacement (Minnie Ave. at Front St.) and new water main  
                  (Colonization Rd. E. - Phase 1) - bacti samples - 2<sup>nd</sup> set.
- June 27<sup>th</sup>     - took weekly routine bacti samples.  
                  - water service repair - bacti sample - 353 Church St. - 1<sup>st</sup> set.
- June 28<sup>th</sup>     - took grab samples off filters.  
                  - tie-in of existing water mains to new mains - bacti samples -  
                  Colonization Rd. E. at Front St./Scott St. - 1<sup>st</sup> set.  
                  - water service repair - bacti sample - 353 Church St. - 2<sup>nd</sup> set.
- June 29<sup>th</sup>     - tie-in of existing water mains to new mains - bacti samples -  
                  Colonization Rd. E. at Front St./Scott St. - 2<sup>nd</sup> set.

10) In order to acknowledge that all levels of responsibility within the Corporation of the Town of Fort Frances have received and reviewed this monthly report, it is necessary to sign-off in the appropriate location below:

- Randy White, ORO, Senior WTP Operator: \_\_\_\_\_
- Doug Herr, Environmental & Facilities Supt.: \_\_\_\_\_
- Travis Rob, Manager of Operations & Facilities: \_\_\_\_\_
- Doug Brown, 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 June 2016**

Town of Fort Frances - Water treatment Plant - Water Works # 220000978  
Monitoring Record  
June 2016

Operating Data	Units	*MAC	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Total	Average
		or Range																																
Flow rates																																		
Raw Water	10^3 M^3	17	5.39	5.39	4.62	5.37	5.39	5.45	5.45	5.27	5.53	5.96	6.21	5.56	5.75	6.06	5.59	5.53	5.71	5.69	5.47	5.32	5.49	5.51	5.56	5.60	5.51	5.55	5.63	5.46	5.36	5.33	165.71	5.52
Peak Instantaneous - Raw Water	L/s	n/a	63.14	62.78	63.38	63.16	63.13	63.25	63.32	63.35	63.31	72.12	74.08	73.87	65.40	65.31	65.29	65.42	65.29	64.84	64.38	64.18	64.41	64.41	64.88	65.14	65.29	65.26	65.15	64.74	63.87	63.82	1955.97	65.20
Treated Water	10^3 M^3	17	4.01	4.05	3.58	4.29	3.52	3.62	4.00	3.50	5.97	4.10	4.17	3.97	3.70	4.12	4.15	3.84	4.41	3.67	3.35	3.59	4.22	4.40	4.53	4.32	4.54	3.46	3.73	4.04	4.08	3.26	120.19	4.01
Peak Instantaneous - Treated Water	L/s	n/a	80.81	66.98		#####	60.56	63.39	76.75	64.61	104.27	84.82	84.05	81.80	80.38	92.72	84.56	79.58	81.69	82.32	78.84	80.58	85.24	86.09	82.55	85.78	85.30	80.59	91.15	78.41	73.82	61.46	2352.33	81.11
BackWash Water	10^3 M^3	n/a	0.240	0.218	0.225	0.240	0.145	0.221	0.239	0.343	0.225		0.239	0.238	0.224	0.237	0.163	0.222		0.237	0.174	0.222	0.239	0.245	0.377	0.228	0.263	0.221	0.233	0.258	0.215	0.178	6.509	0.232
Fluoride Information																																		
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.68	0.72	0.70	0.61	0.55	0.53	0.63	0.67	0.66	0.76	0.72	0.70	0.70	0.55	0.56	0.52	0.53	0.70	0.68	0.53	0.59	0.56	0.55	0.52	0.60	0.64	0.53	0.61	0.67	0.72	18.69	0.62
Turbidity Information																																		
Raw Water	NTU	n/a	1.23	1.19	1.22	1.38	1.27	1.17	1.23	1.21	1.17	1.13	1.16	1.19	1.21	1.68	1.51	1.67	1.73	1.75	1.69	1.63	1.57	1.53	1.47	1.55	1.59	1.65	1.68	1.57	1.63	1.64	43.30	1.44
Settled Water	NTU	n/a	0.11	0.14	0.16	0.12	0.14	0.13	0.17	0.14	0.16	0.18	0.16	0.12	0.11	0.10	0.13	0.17	0.16	0.12	0.12	0.18	0.20	0.16	0.13	0.15	0.11	0.14	0.19	0.17	0.16	0.14	4.37	0.15
Treated Water	NTU	1	0.09	0.09	0.08	0.10	0.09	0.09	0.08	0.09	0.08	0.09	0.08	0.06	0.06	0.08	0.09	0.08	0.09	0.11	0.09	0.09	0.08	0.10	0.09	0.08	0.08	0.08	0.09	0.08	0.10	0.08	2.57	0.09
Other Operating Parameters																																		
pH - Treated Water	no units	6.5 to 8.5	7.43	7.39	7.20	7.33	7.36	7.34	7.21	7.36	7.36	7.52	7.49	7.47	7.42	7.31	7.16	7.19	7.22	7.25	7.31	7.11	7.14	7.21	7.23	7.21	7.19	7.15	7.14	7.29	7.27	7.29	218.55	7.29
pH - Settled water	no units	n/a	5.92	5.87	5.85	5.98	5.98	5.97	6.02	6.02	5.96	6.05	6.06	6.01	6.11	5.97	5.87	5.93	5.94	5.86	5.89	5.90	5.98	5.93	5.93	5.96	5.94	5.97	5.84	5.93	6.02	6.11	178.77	5.96
pH - Raw Water	no units	n/a	7.14	7.08	7.19	7.26	7.85	7.24	7.21	7.25	7.23	7.28	7.27	7.29	7.26	7.19	7.11	7.11	7.05	7.09	7.12	7.01	7.07	7.10	7.14	7.11	7.04	7.05	7.01	7.16	7.18	7.20	215.29	7.18
FAC - Treated Water	mg/l	0.2 to 4	1.88	1.77	2.36	2.03	2.20	2.16	2.34	1.89	1.93	1.96	2.01	2.10	2.15	2.20	2.19	2.18	2.13	1.89	1.99	2.05	2.01	2.10	2.09	2.09	1.96	2.03	2.00	2.18	2.22	2.04	62.13	2.07
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.26	2.10	2.58	2.46	2.50	2.62	2.64	2.26	2.18	2.32	2.36	2.44	2.56	2.70	2.44	2.44	2.56	2.11	2.15	2.52	2.52	2.60	2.62	2.56	2.48	2.36	2.44	2.54	2.56	2.49	73.37	2.45
Temperature	C	15	15.0	15.0	15.0	15.0	15.0	15.0	15.0	16.0	15.0	17.0	17.0	17.0	16.0	17.0	17.0	17.0	18.0	18.0	18.0	18.0	18.0	18.0	18.0	19.0	18.0	18.0	17.0	17.0	18.0	505.0	16.8	
Fluoride used (Total Daily Consumption)	kg	n/a	15.0	14.0	20.0	15.0	15.0	15.00	13.0	14.0	16.0	20.0	20.0	18.0	18.0	18.0	17.0	17.0	16.0	17.0	15.0	14.0	14.0	15.0	14.0	14.0	17.0	19.0	19.0	20.0	19.0	18.0	496.0	16.5
Chlorine used (Total Daily Consumption)	kg	n/a	24.0	22.0	22.0	25.0	26.00	26.0	27.0	25.0	27.0	28.0	29.0	28.0	29.0	27.0	28.0	27.0	28.0	27.0	26.0	27.0	27.0	28.0	27.0	28.0	27.0	28.0	27.0	26.0	27.0	801.0	26.7	
Soda ash (Total Daily Consumption)	kg	n/a	188.7	188.7	161.7	188.0	188.7	190.8	190.8	184.5	193.6	208.6	217.4	194.6	201.3	212.1	195.7	193.6	199.9	199.2	191.5	186.2	192.2	192.9	194.6	196.0	192.9	194.3	197.1	191.1	187.6	186.6	5799.9	193.3
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	1050.0	35.0
Alum residual - (Total Daily Consumption)	kg	n/a	188.7	188.7	161.7	188.0	188.7	190.8	190.8	184.5	193.6	208.6	217.4	194.6	201.3	212.1	195.7	193.6	199.9	199.2	191.5	186.2	192.2	192.9	194.6	196.0	192.9	194.3	197.1	191.1	187.6	186.6	5799.9	193.3
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	1050.0	35.0
Alum residual - Treated Water	mg/l	0.1	0.02	0.03	0.06	0.02	0.03	0.02	0.02	0.02	0.02	0.02	0.04	0.03	0.02	0.02	0.01	0.03	0.02	0.01	0.05	0.01	0.01	0.03	0.03	0.02	0.02	0.04	0.03	0.03	0.02	0.04	0.77	0.03
Poly bags added (25 kg bags )	kg				0.5			0.5			0.5					0.5			0.5				0.5			0.5					0.5		100.0	

Flow Data JUNE	Units	2014		2015		2016	
		Day of the Month		Day of the Month		Day of the Month	
Total Raw Water	m <sup>3</sup>		161770		168110		165710
Raw Maximum Day	m <sup>3</sup>	Monday 02nd	6620	Saturday 13th	5950	Saturday 11th	6210
Raw Minimum Day	m <sup>3</sup>	Saturday 21st	4750	Monday 22nd	5270	Friday 03rd	4620
Raw Average Daily Consumption	m <sup>3</sup>		5390		5600		5330
Total Treated Water	m <sup>3</sup>		123240		116430		120190
Treated Water Maximum Day Consumption	m <sup>3</sup>	Tuesday 17th	6250	Thursday 18th	4560	Thursday 09th	5970
Treated Water Minimum Day Consumption	m <sup>3</sup>	Sunday 29th	3330	Tuesday 09th	3390	Thursday 30th	3260
Treated Water Average Day Consumption	m <sup>3</sup>		4110		3880		3880
Daily Average Per Household Consumption Rate	m <sup>3</sup>		1.086		1.026		1.026
* Daily Average Per Person Consumption Rate	m <sup>3</sup>		0.515		0.486		0.486
Monthly Averages - Operating Parameters WTP:							
FAC Residual - Treated Water	mg/L		1.68		1.90		2.07
Total Chlorine Residual - Treated Water	mg/L		1.97		2.29		2.45
Aluminum Sulphate - Raw Water	mg/L		34.8		35.0		35.0
Aluminum Sulphate - Treated Water Residual	mg/L		0.04		0.03		0.03
Fluoride - Treated Water	mg/L		0.62		0.60		0.62
Soda Ash - Raw Water	mg/L		34.8		35.0		35.0
PH - Adjusted	mg/L		7.18		7.28		7.29
Temperature	C		15.2		16.7		16.8
Quantity of Chemical Used:	kg						
Aluminum Sulphate	kg		5619.8		5883.9		5799.9
Polyelectrolyte	kg		75.0		75.0		100.0
Chlorine Gas	kg		686.0		764.0		801.0
Soda Ash - Used for PH Adjustment	kg		5633.6		5883.9		5799.9
Fluoride	kg		406.0		385.0		493.0

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

\* Population is 7986

\* Number of Households is 3783



July 28, 2016

Report To: Mayor & Council

From: Travis Rob, Manager Operations & Facilities

**SUBJECT: Airport Facility – Lease of one bay in the maintenance garage by MNRF for one Five (5) month Term Commencing on November 1<sup>st</sup>, 2016.**

Please find attached the report prepared by Tom Batiuk, Airport Supervisor, outlining the renewal of a lease with Her Majesty the Queen in Right of Ontario for one bay of the maintenance garage for the storage of equipment for the Ministry of Natural Resources and Forestry (MNRF). The lease agreement is for one term of 5 months from November 1, 2016 to March 31, 2017 at a rate of \$6719.46 per year or \$101.81 per day and 3 days per week.

It is recommended by the Operations & Facilities Executive Committee that Council renew the lease rate with MNRF at \$101.81 per day for the next five (5) months and that the Mayor and Clerk be authorized to execute the lease agreement on behalf of the Corporation.

Respectfully submitted,  
Operations & Facilities Division



Travis Rob, EIT.  
Manager Operations & Facilities

**Council approval of this report will** ensure that Council renews the garage bay lease with Her Majesty the Queen in Right of Ontario for one bay of the maintenance garage for the storage of equipment for the Ministry of Natural Resources and Forestry (MNRF) at \$101.81 per day or, based on 3 days per week, \$6719.47 per year for the next five (5) months and that the Mayor and Clerk be authorized to execute the updated lease agreement on behalf of the Corporation.

2016JulyGarageLeaseMNRF

2016-07-26

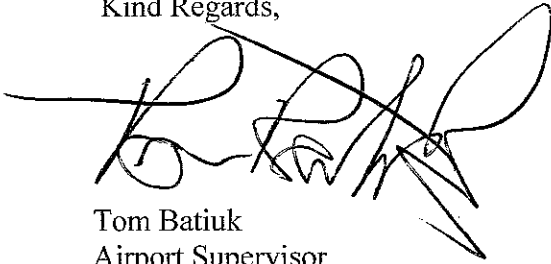
To: Travis Rob/Doug Brown

From: Tom Batiuk

Re: lease agreement Renewal for CBRE of Maintenance garage bay

Please see attached Lease renewal documents for CBRE. Set to commence November 1, 2016 to March 31<sup>st</sup> 2017. Please forward these documents to Town Council at their next regular meeting for approval and execution with my recommendation.

Kind Regards,

A handwritten signature in black ink, appearing to be 'Tom Batiuk', written over a horizontal line.

Tom Batiuk  
Airport Supervisor

**SECOND LICENSE EXTENSION AND AMENDING AGREEMENT**

**THIS AGREEMENT** made in triplicate as of November 1, 2016.

**BETWEEN:**

**THE CORPORATION OF THE TOWN OF FORT FRANCES**

(the "Licensor")

**OF THE FIRST PART**

- and -

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS  
REPRESENTED BY THE MINISTER OF ECONOMIC DEVELOPMENT,  
EMPLOYMENT AND INFRASTRUCTURE**

(the "Licensee")

**OF THE SECOND PART**

**WHEREAS:**

- A. By a license agreement dated February 15, 2016, (the "Original License"), the Licensor did license unto the Licensee for a term of three (3) months commencing on February 15, 2015 and ending on May 14, 2015 (the "Term"), the premises more particularly described as eight hundred (800) square feet as set out on Schedule "C" attached thereto (the "Licensed Premises"), in the building municipally known as 1300 Frog Creek Road (the "Building"), in the unorganized township of Miscampbell, also in the Town of Fort Frances, in the Province of Ontario (the "Lands"), as more particularly described in Schedule "A" attached thereto, in addition to other terms and conditions as set out therein.
- B. By a license extension and amending agreement dated November 1, 2015 (the "First License Extension and Amending Agreement") the Licensor and the Licensee agreed to extend the Term in accordance with the terms of the Original License, with an extension term commencing on January 1, 2016 and expiring on March 31, 2016 (the "First Extension Term"), in addition to other terms and conditions as set out therein.
- C. Pursuant to the terms of the First License Extension and Amending Agreement, the Licensee was entitled to extend the Term for three (3) additional terms of five (5) months each.
- D. The Licensee has now exercised its first right to extend the Term in accordance with the terms of the First License Extension and Amending Agreement, with an extension term commencing on November 1, 2016 and expiring on March 31, 2017 (the "Second Extension Term").
- E. The Original License, the First License Extension and Amending Agreement and this second license extension and amending agreement (the "Agreement") are hereinafter collectively referred to as the "License", except as specifically set out herein.
- F. The parties have agreed to extend and amend the License on the following terms and conditions:

**NOW THEREFORE THIS AGREEMENT WITNESSES THAT** in consideration of the sum of Two Dollars (\$2.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

- 1. The parties hereto confirm that the foregoing recitals are true in substance and in fact.
- 2. The License is hereby extended for a further term of five (5) months commencing on

November 1, 2016 and ending on March 31, 2017 (the "Second Extension Term"), at an annual license fee of Six Thousand, Seven Hundred and Nineteen Dollars and Forty-Six Cents (\$6,719.46) (the "License Fee"), payable in advance in equal monthly instalments of One Thousand, Three Hundred and Forty-Three Dollars and Eighty-Nine Cents (\$1,343.89) on the first day of each month during the Second Extension Term.

The annual License Fee is based on three (3) days of use per week at a rate of One Hundred and One Dollars and Eighty-One Cents (\$101.81) per day. Any additional days of use will be paid for by the Licensee at the above-mentioned daily rate upon receipt of an invoice from the Licensors for such additional use, such invoice to be issued once a year at the end of the calendar year in which such charges were incurred.

Any additional days are to be invoiced to the following:

Ministry of Natural Resources and Forestry  
300 Water Street, 3<sup>rd</sup> Floor N  
Peterborough, Ontario K9J 8M5  
Attention: Facilities Manager

3. The Licensee, as a courtesy to the Licensors, at its sole discretion, provide twenty-four (24) hours' notice to the Licensors of its intended time of use of the Licensed Premises.
4. The Licensors shall provide the Licensee with keys for access and security for the Building.
5. The Licensee shall pay to the Licensors all applicable Sales Taxes assessed on the License Fee payable by the Licensee to the Licensors under this License.

"Sales Taxes" means all business transfer, multi-usage sales, sales, goods and services, harmonized sales, use, consumption, value-added or other similar taxes imposed by the Government of Canada and/or Ontario upon the Licensors, or the Licensee, or in respect of this License, or the payments made by the Licensee hereunder or the goods and services provided by the Licensors hereunder including, without limitation, the use of the Licensed Premises and the provision of administrative services to the Licensee hereunder.

6. The Licensee shall continue to have the right to terminate this at any time, by giving the Licensors not less than fourteen (14) days' prior written notice of termination without penalty, compensation, damages or bonus.

In the event the Licensee exercises such right of termination, the Licensors shall promptly refund the Licensee any prepaid License Fee with respect to the period following the effective date of the early termination, calculated on a pro rata basis based on the remaining number of days in the current license period.

7. The extension contemplated pursuant to this Agreement is subject to all the covenants and agreements contained in the License, as amended, renewed and extended from time to time, save and except:
  - (a) The Licensee shall be entitled to extend the License for one (1) additional term of five (5) months (together with the remaining two (2) options to extend the License as set out in the First License Extension and Amending Agreement) for a total of three (3) further terms of five (5) months each (each a "Further Extension Term"). Each Further Extension Term shall be upon the same terms and conditions of the License except that there shall be no further right of extension and except for the License Fee, which shall for each Further Extension Term be based upon the market license rate as determined by the parties as of the date which is not less than ninety (90) days prior to the commencement of the Further Extension Term, or failing such agreement, by arbitration in accordance with the *Arbitration Act, 1991*, S.O. 1991, c.17, as amended, or any successor act. The Licensee shall give written notice to the Licensors of its extension of this License not less than ninety (90) days prior to the end of the Second Extension Term or Further Extension Term, as the case may be.

- (b) The Licensor agrees that upon the request of the Licensee, the Licensor, and any Person hired by the Licensor: (i) to do work on the Building; or (ii) who requires access to the Licensed Premises to do any work, whether to the Licensed Premises or otherwise, shall undergo security screening checks in compliance with Ontario Government policies. The Licensor further agrees that any Person hired by the Licensor to supply janitorial services to the Building shall be reputable and all of its employees shall be bonded.
- (c) All sections, clauses or provisions of the License which obligate the Licensee to pay interest to the Licensor for any reason whatsoever are hereby amended to delete the obligation of the Licensee to pay interest to the Licensor, in order to conform with the Licensee's obligation to comply with the Financial Administration Act, R.S.O. 1990, c.F.12, as amended.
8. The Licensor and the Licensee hereby mutually covenant and agree that during the Second Extension Term they shall each perform and observe all of the covenants, provisos and obligations on their respective parts to be performed pursuant to the terms of the License.
9. The Licensor and any of its successors, assigns, directors, officers, employees, agents, servants, and representatives shall not engage in any activity where such activity creates a conflict of interest, actual or potential, in the sole opinion of the Licensee, with the License or the exercise of any of the rights or obligations of the Licensor hereunder. The Licensor shall disclose to the Licensee in writing and without delay any actual or potential situation that may be reasonably interpreted as either a conflict of interest or a potential conflict of interest.
- For clarification, a "conflict of interest" means, in relation to the performance of its contractual obligations pursuant to this License, the Licensor's other commitments, relationships or financial interests (i) could or could be seen to exercise an improper influence over the objective, unbiased and impartial exercise of its independent judgement; or (ii) could or could be seen to compromise, impair or be incompatible with the effective performance of its contractual obligations pursuant to this License.
10. Except as otherwise specifically provided in this Agreement, all words and expressions used in the Original License shall apply to and be read as applicable to the provisions of this Agreement.
11. The provisions of this Agreement shall be interpreted and governed by the laws of the Province of Ontario.
12. The Licensor acknowledges and agrees that the commercial and financial information in this Agreement is subject to the Freedom of Information and Protection of Privacy Act, R.S.O. 1990, c. F.31, as amended.
13. This Agreement shall be binding upon and enure to the benefit of the administrators, successors and/or assigns of the respective parties hereto.

**THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.**

14. This Agreement shall not be binding upon the Licensee until it has been executed by or on behalf of the Licensee.

**EXECUTED** by each of the parties hereto under seal on the dates written below.

**SIGNED, SEALED AND  
DELIVERED**

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**THE CORPORATION OF THE TOWN OF FORT FRANCES**

Per: \_\_\_\_\_  
Name:  
Title:  
  
Authorized Signing Officer

Per: \_\_\_\_\_  
Name:  
Title:  
  
Authorized Signing Officer

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS  
REPRESENTED BY THE MINISTER OF ECONOMIC  
DEVELOPMENT, EMPLOYMENT AND  
INFRASTRUCTURE, AS REPRESENTED BY ONTARIO  
INFRASTRUCTURE AND LANDS CORPORATION**

Per: \_\_\_\_\_  
Name:  
Title:  
  
Authorized Signing Officer

July 29, 2016

Report To: Mayor & Council

From: Travis Rob, Manager Operations & Facilities

**SUBJECT:** MOECC Inspection Report of the Sunny Cove Camp Drinking Water System

Please find attached for your review a copy of the MOECC Inspection Report for the Sunny Cove Drinking Water System. MOE Officer, Carolyn Lacroix, on July 12th, 2016, completed the inspection of the drinking water system at Sunny Cove Camp. No orders were issued, however there were two (2) non-compliance items where the Town was not operating the water system within the applicable Regulations.

Please find attached report prepared by Doug Herr, Environmental & Facilities Superintendent outlining the Work Plan and proposed deadline dates to address these two (2) non-compliance items.

It is recommended by the Operations & Facilities Executive Committee that the 2016 MOECC Inspection Report of the Sunny Cove Camp Well Supply Drinking Water System be accepted and that the two (2) non-compliance issues be addressed in accordance with the Work Plan as contained in the report prepared by Doug Herr, Environmental & Facilities Superintendent.

Respectfully submitted,  
Operations & Facilities Division



Travis Rob, EIT

**Council approval of this report will** accept that the 2016 MOECC Inspection Report of the Sunny Cove Camp Well Supply Drinking Water System be accepted and that the two (2) non-compliance issues be addressed in accordance with the Work Plan as contained in the report prepared by Doug Herr, Environmental & Facilities Superintendent.

2016JulyMOECCInspectionReportSunnyCove

Friday, July 29, 2016

Report To: Travis Rob, Manager of Operations & Facilities  
From: Douglas Herr, Environmental & Facilities Superintendent  
Subject: Sunny Cove Camp Inspection Report (July 12, 2016)

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**“Sunny Cove Camp Inspection Report (July 12, 2016)”**

Doug,

In receipt of the Inspection Report for the Sunny Cove Camp Well Supply conducted by Carolyn Lacroix, Drinking Water Inspectors, Ministry of the Environment on July 12<sup>th</sup>, 2016. There were no Orders issued however there are two (2) non-compliance items identified and no best practise suggestions. These issues along with an explanation of appropriate corrective action or work plan taken by the Town is outlined as follows:

1. ***For every required operational test and every required sample, a record was not made of the date, time, location, name of person conducting the test and result of the test.***

*O. Reg. 170/03, Schedule 6, section 6-10, states that the Owner of a drinking water system and the operating authority for the system shall ensure that, for every sample required by this regulation, by an approval, or order, a record is made of the following information:*

1. *The date and time the sample was taken, the location where the sample was taken and the name of the person who took the sample.*
  2. *If the sample is taken under section 7 of the Regulation or Schedule 7, 8 or 9, the date and time the sample was tested, the name of the person who conducted the test, and the results of the test.*
- During this inspection review period, the above criteria was not always met. The location of where the chlorine residual is taken is not always recorded.*

**Action(s) Required:**

*Effective immediately the owner shall ensure that when a sample is taken all the required information is documented as per O. Reg. 170/03, Schedule 6, section 6-10, including the location where the sample was taken.*

**Action(s) Taken:**

Caretaker at Sunny Cove has been told to ensure that the above information is included in the logbook.



**2. All nitrate/nitrite water quality monitoring requirements prescribed by legislation were not conducted within the required frequency.**

*Schedule 15, section 15-4(1) requires that the owner of a drinking water system and the operating authority for the system to ensure that at least one water sample is taken every three months (+/- 30 days) and tested for nitrate and nitrite.*

*During the inspection review period nitrate and nitrite samples were taken on May 20, 2015; October 13, 2015 and May 10, 2016. The length of time between the samples taken in 2015 exceeds the amount of time allowed between samples.*

**Action(s) Required:**

*Effective immediately the owner shall ensure that nitrate/nitrite samples are taken every 3 months (+/- 30 days) in accordance with O. Reg. 170/03, Schedule 15, section 15-4(1).*

**Action(s) Taken:**

Went through the regulation with the ORO of the water system pertaining to this. He will be taking a sample for this parameter within the next couple of weeks to ensure that the regulation is met.

If you have any questions regarding the above feel free to contact the undersigned.

Doug Herr  
Environmental & Facilities Superintendent  
O. & F. Division

Ministry of the Environment and  
Climate Change  
Safe Drinking Water Branch  
Kenora Area Office  
808 Robertson St  
2<sup>nd</sup> Floor,  
Kenora ON P9N 1X9  
Tel.: 807-468-2727  
Fax.: 807-468-2735  
Toll Free: 1-888-367-7622

Ministère de l'Environnement et de  
l'Action en matière de changement  
climatique  
Direction du contrôle de la qualité de  
l'eau potable  
Bureau du secteur de Kenora  
808, rue Robertson  
2e étage,  
Kenora ON P9N 1X9  
Tél.: 807-468-2727  
Télec.: 807-468-2735  
Sans Frais: 1-888-367-7622



July 21, 2016

Sunny Cove Camp  
320 Portage Ave.  
Fort Frances, P9A 3P9

Dear Mr. Herr:

**Re: Sunny Cove Camp Inspection Report – July 12, 2016**

Thank you for your time and cooperation during my inspection of the Sunny Cove Camp Well Supply, conducted on July 12, 2016. Enclosed is the final inspection report.

Two non-compliance issues were identified, all of which require action on your part, as owner of the drinking water system, to bring the facility into compliance with Ontario's drinking water legislation. Non-compliance issues are those which contravene regulatory requirements. Specific actions must be taken to address each non-compliance item, within a required timeframe. Non-compliance issues and required actions are described on page 9 of the inspection report.

If you have any questions or concerns about the contents of this letter, inspection report or if you would like to discuss Ontario's drinking-water legislation, please contact me at 807-468-2727.

Regards,

Carolyn Lacroix  
Drinking Water Inspector  
Kenora Area

CL/cl

cc. The Township of Fort Frances

P.O. Box 38  
320 Portage Ave.,  
Fort Frances, Ontario  
P9A 3P9

**Attention:** Doug Herr, Environment and Facilities Superintendent, Town of Fort Frances

cc. The Township of Fort Frances

P.O. Box 38  
320 Portage Ave.,  
Fort Frances, Ontario  
P9A 3P9

**Attention:** Randy White, Fort Frances WTP Overall Responsible Operator

cc. Northwestern Health Unit

21 Wolsley Street  
Kenora, Ontario  
P9N 3W7

**Attention:** Thomas Nabb

cc. Ministry of the Environment

435 James Street South  
Suite 331  
Thunder Bay, Ontario  
P7E 6S7

**Attention:** Dave Manol, Drinking Water Supervisor

cc. Kenora Area Office

File Number: RR WA H11 - 540A



**Ministry of the Environment and Climate Change**

**SUNNY COVE CAMP WELL SUPPLY**  
**Inspection Report**

<b>Site Number:</b>	260060762
<b>Inspection Number:</b>	1-CNS35
<b>Date of Inspection:</b>	Jul 12, 2016
<b>Inspected By:</b>	Carolyn Lacroix

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## OWNER INFORMATION:

<b>Company Name:</b>	FORT FRANCES, THE CORPORATION OF THE TOWN OF		
<b>Street Number:</b>	320	<b>Unit Identifier:</b>	
<b>Street Name:</b>	PORTAGE Ave		
<b>City:</b>	FORT FRANCES		
<b>Province:</b>	ON	<b>Postal Code:</b>	P9A 3P9

## CONTACT INFORMATION

## INSPECTION DETAILS:

<b>Site Name:</b>	SUNNY COVE CAMP WELL SUPPLY
<b>Site Address:</b>	PT LOT 36, CONC. 1&2 PARTS 1,2,3,6,7,9,10 WATTEN TOWNSHIP
<b>County/District:</b>	Rainy River Town
<b>MOECC District/Area Office:</b>	Kenora Area Office
<b>Health Unit:</b>	NORTHWESTERN HEALTH UNIT
<b>Conservation Authority:</b>	
<b>MNR Office:</b>	Fort Frances District Office
<b>Category:</b>	Small Municipal Non-Residential
<b>Site Number:</b>	260060762
<b>Inspection Type:</b>	Announced
<b>Inspection Number:</b>	1-CNS35
<b>Date of Inspection:</b>	Jul 12, 2016
<b>Date of Previous Inspection:</b>	Sep 01, 2010

## COMPONENTS DESCRIPTION

<b>Site (Name):</b>	MOE DWS Mapping	<b>Sub Type:</b>	
<b>Type:</b>	DWS Mapping Point		

<b>Site (Name):</b>		<b>Sub Type:</b>	
<b>Type:</b>	Other		

**Comments:**  
The Sunny Cove Camp is owned and operated by the Town of Fort Frances as of November 1, 2009. The camp is rented to separate user-groups throughout the operational season between May and September. The camp is primarily rented to church groups for use as a children's camp.

Sunny Cove Camp can accommodate up to 118 visitors; Russell Hall can seat up to 200 visitors.

<b>Site (Name):</b>		<b>Sub Type:</b>	Ground Water
<b>Type:</b>	Other		

**Comments:**  
The Sunny Cove Children's camp provides water service to five of the eleven cabins located throughout the camp which include Russell Hall, Cabin #7, Washroom Cabin, Care Taker Cabin, and McGregor Hall. The water is supplied by means of a drilled well, which was constructed in June of 2000. The well casing is six-inches in diameter and consists of a 0.188 inch thick steel tube that extends to a depth of 22 meters below ground-level. The

recommended pumping rate, indicated on the well record, is eight gallons per minute. The well is protected by a pumphouse and is located approximately 30m east of Rainy Lake and 5m north of the Russell Hall cabin. The septic field and sewage tanks are located approximately 100m east and 40m south of the well respectively. The water treatment system consists of dual cartridge filtration system complete with 5 micron filters, and a liquid chlorine disinfection system complete with dual chlorine metering pumps, double-wall chemical solution tank and dual chlorine contact tanks.

**Site (Name):****Type:** Other**Sub Type:****Comments:**

In 2010, the municipality upgraded the treatment system and installed the following equipment:

- installed a R-CAN Sanitizer for iron removal, manganese removal and water softening. The R-CAN Sanitizer has a backwash cycle that will use either treated or raw water depending on the timing of the cycle and whether the pump is on or off.
- moved the raw water sample tap prior to the iron removal and water softening processes
- moved the chlorine solution tank and chlorine metering pumps so chlorine is injected prior to water going through the pressure tank and flow meter
- removed the flow switch that is used to control the operation of the chlorine metering pumps (previous system allowed water to be by-passed without chlorination). The new system operates between 40 to 60 PSI, when pressure drops below 40 PSI, the well pump and one chlorine meter will come on (2nd chlorine pump is a standby).

A 7USGPM flow restrictor is installed on the well's discharge line to limit the rate of supply. This flow rate enables the water supply system to be classified as a ground water source.

## INSPECTION SUMMARY:

### Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment and Climate Change (MOECC) legislation as well as conformance with ministry drinking water policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of this drinking water system focusing on the water source, treatment components, applicable distribution components, sampling and monitoring programs, and response to adverse water quality incidents.

This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

This inspection report does not in any way suggest that all applicable legislation and regulations were evaluated. It is, and remains the responsibility of the owner, to ensure compliance with all applicable legislative and regulatory requirements.

The field inspection was conducted on July 12, 2016, by the undersigned officer, Carolyn Lacroix.

The inspection included a tour of the facility, document review, interview with system personnel and collection of a water sample. Unless otherwise stated, the inspection review period includes the 2015 and 2016 operating season, to the date of this inspection. Text highlighted in bold type is computer-generated based on information provided by the undersigned officer. Supporting documentation, in regular font, has been added to qualify standard responses and to provide additional guidance.

### Source

- The drinking water system was registered with the Ministry and the required notices containing information about the system have been provided to the Ministry.

The Sunny Cove Camp Drinking Water System is registered as a small municipal non-residential system serving a designated facility (i.e., a children's camp). The waterworks number is 260060762.

- All changes to the system registration information were provided within ten (10) days of the change.
- The owner was maintaining the well(s) in a manner sufficient to prevent entry of surface water and foreign materials.

The wellhead is located within a locked pumphouse. The casing extends well above the pumphouse floor and is affixed with a vermin-proof cap. The area surrounding the pumphouse appeared to have adequate drainage to prevent water from pooling in the vicinity of the wellhead.

### Treatment Processes

- An Engineering Evaluation Report was prepared as required by Schedule 21 of O. Reg. 170/03.

An Engineer visited Sunny Cove Camp Well Supply on May 31, 2006 and a report was prepared by Engineering Northwest Ltd in accordance with O.Reg. 170/03. Since then, upgrades have been made to the drinking water system. Prior to the changes being made, the MOE's Approvals Branch reviewed the alterations and deemed that a new EER was not required. Alterations to the system were completed in the spring of 2010.

- The system is capable of providing the required minimum level of treatment, as confirmed by a statement prepared by a licensed engineering practitioner.



### Treatment Processes

The water treatment system consists of a dual cartridge filtration system complete with 5 micron filters, and a liquid chlorine disinfection system complete with duty and standby chlorine metering pumps, double-wall chemical solution tank and dual chlorine contact tanks. The report states that "the water treatment system at the Sunny Cove Children's Camp, in our opinion, complies with Schedule 2 of O. Reg. 170/03 and the equipment required to ensure compliance with Schedule 6 and 9 of O. Reg. 170/03 is provided". All the required equipment outlined in the EER that is required to provide adequate treatment was in place and functional at the time of the inspection.

- **Records indicated that the treatment equipment was operated in accordance with O. Reg. 170/03 at all times that water was being supplied to consumers.**

O. Reg. 170/03, section 2-3(1), requires that the owner of a drinking water system that obtains water from a raw water supply that is ground water shall ensure provision of water treatment equipment that is designed to be capable of achieving, at all times, primary disinfection in accordance with the Ministry's Procedure for Disinfection of Drinking Water in Ontario, including at least 99 percent removal or inactivation of viruses by the time, water enters the distribution system.

This system uses chlorination for primary disinfection. The EER states that CT will be achieved directly after the contact tanks, in the well pumphouse as long as the chlorine residual in the system is kept above 0.6 mg/L. A review of the log book records demonstrates that this was achieved for the review period. The lowest observed chlorine residual during the inspection review period was 0.64 mg/L on July 9, 2016.

- **Records indicated that the treatment equipment was maintained in accordance with the requirements of Ontario Regulation 170/03.**

Upon opening the system for the season, the distribution lines are flushed and the treatment equipment filters are replaced. The filters are changed once more during the operating season. In the fall the system is drained and the distribution lines are blown out with air prior to closing the system for the winter. Maintenance activities are documented in the log book.

### Logbooks

- **For every required operational test and every required sample, a record was not made of the date, time, location, name of the person conducting the test and result of the test.**

O. Reg. 170/03, Schedule 6, section 6-10, states that the owner of a drinking water system and the operating authority for the system shall ensure that, for every sample required by this Regulation, by an approval, or order, a record is made of the following information:

1. The date and time the sample was taken, the location where the sample was taken and the name of the person who took the sample.
2. If the sample is taken under section 7 of the Regulation or Schedule 7, 8 or 9, the date and time the sample was tested, the name of the person who conducted the test, and the results of the test.

Two separate logs are being maintained for this drinking water system. One is kept in the caretaker's house where distribution chlorine residuals are recorded and the other is kept in the pump house and includes maintenance work, treated chlorine residuals and sometimes distribution chlorine residuals. All entries include the date, time, name of the person conducting the test and result of the test; however, the location of a sample is not always recorded. This was typically observed in the pump house log book.

### Consumer Relations

- **Required documents were made available free-of-charge during normal business hours at a location accessible to the public.**

Section 12 of O. Reg. 170/03 dictates what information must be available for inspection at the office of the owner or, if the office of the owner is not reasonably convenient to users of water from the system, at a location that is reasonable and convenient to the users. Information that must be made available includes:

### Consumer Relations

- A copy of every test result that is no more than two years old that was obtained in respect of a test required under O. Reg. 170/03, or under an approval or order;
  - A copy of every approval and every order that applies to the system and is still in effect;
  - A copy of every annual report prepared under Section 11 of Ontario Regulation 170/03;
  - A copy of Ontario Regulation 170/03 as amended and,
  - A copy of every Engineering Evaluation Report prepared under Schedule 21 of Ontario Regulation 170/03.
- All of the above mentioned documents were made readily available to the public at the Fort Frances Water Treatment Plant

### Certification and Training

- **All operators and trained persons did possess the required certification/designation.**

Small municipal non-residential systems serving a designated facility require a trained person to operate the system. Sunny Cove Camp Well Supply is a limited groundwater subsystem that is operated by a trained person who lives on-site and three operators that also operate at the Fort Frances Water Treatment Plant.

### Water Quality Monitoring

- **Raw water microbiological sampling requirements prescribed by legislation have been met.**

Raw water samples must be collected at least once per month from each well that is in operation and tested for *Escherichia coli* and total coliform bacteria, as per O. Reg. 170/03, Section 11-3. This requirement was met throughout the inspection review period.

- **Distribution system microbiological sampling requirements prescribed by legislation had been met.**

Schedule 12-2 requires that the owner of a drinking water system ensure that at least one distribution sample is taken every month, if the system provides treatment equipment in accordance with Schedule 2 and the equipment is operated in accordance with that Schedule. Each of the samples taken are to be tested for *Escherichia coli*, total coliforms and general bacteria populations expressed as colony counts on a heterotrophic plate count. This was met throughout the inspection review period.

- **The system was shut-down/closed for seven or more consecutive days and microbiological sampling was conducted and the results were received before drinking water was supplied to consumers after that period.**

In both operating seasons microbiological samples were taken and the results received prior to the camp opening for the season. In 2015, microbiological samples were taken on May 10 and 11, 2015 and the camp opened on June 12, 2015. In 2016, microbiological samples were taken on May 11 and 12, 2016 and the camp opened on June 10, 2016.

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

- **All inorganic and organic water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Inorganic parameters listed in Schedule 23 and organic parameters listed in Schedule 24 are required to be taken once every 60 months as per O. Reg. 170/03, Schedule 15, section 15-2.

All inorganic and organic samples were last sampled on May 13, 2014 and had previously been sampled on June 2, 2009. This meets the requirements of O. Reg. 170/03. The next set of inorganic and organic samples are required to be taken by June 2, 2019 (+/- 90 days).

- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were not conducted within**

### Water Quality Monitoring

#### **the required frequency.**

Schedule 15, section 15-4(1) requires that the owner of a drinking water system and the operating authority for the system to ensure that at least one water sample is taken every three months (+/- 30 days) and tested for nitrate and nitrite.

During the inspection review period nitrate and nitrite samples were taken on May 20, 2015; October 13, 2015 and May 10, 2016. The length of time between the samples taken in 2015 exceeds the amount of time allowed between samples.

- **All sodium water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 15-5, O. Reg. 170/03, requires drinking water system owners and operating authorities to ensure that at least one water sample is taken every 60 months and tested for sodium. Sodium was last sampled on May 13, 2014 and had previously been sampled on June 11, 2009. This meets the requirements of O. Reg. 170/03. The next sodium sample is required to be taken by May 13, 2019 (+/- 90 days).

- **All fluoride water quality monitoring requirements prescribed by legislation were conducted within the required frequency.**

Section 15-6, O. Reg. 170/03, requires drinking water system owners and operating authorities to ensure that at least one water sample is taken every 60 months and tested for fluoride. Fluoride was last sampled on May 13, 2014 and had previously been sampled on June 11, 2009. The next fluoride sample is required to be taken May 13, 2019 (+/- 90 days).

- **All sampling requirements for lead prescribed by Schedule 15.2 of O. Reg. 170/03 were being met.**

Subsections 15.2-2 (1) and (2), Schedule 15.2, O. Reg. 170/03 requires owners and operating authorities of drinking water systems to ensure that at least one distribution sample is taken every 12 months, from a point in the drinking-water system's distribution system or in plumbing that is connected to the drinking-water system that is likely to have an elevated concentration of lead and to test the sample for lead.

A lead sample was taken on May 10, 2016 and had previously been sampled on May 12, 2015 and October 13, 2015. This meets the requirements of O. Reg. 170/03.

- **Water samples were taken at the prescribed location.**

The following samples are taken from the treated water tap in the pumphouse, prior to water being sent to the distribution system:

Nitrate/nitrite samples

Inorganic and Organic (Schedules 23/24 parameters) samples

Sodium

Fluoride

- **Chlorine monitoring for primary disinfection was being done in accordance with regulatory requirements.**

Treated water chlorine residuals must be sampled daily (after treatment has been completed and prior to distribution), when the camp is open, in order to comply with the requirements of Subsection 9-3(1) of Schedule 9, O. Reg. 170/03. This requirement was met throughout the inspection review period.

- **Chlorine monitoring for secondary disinfection was being done in accordance with regulatory requirements.**

Regulatory requirements state that distribution chlorine residuals must be taken at least twice weekly and at least 48 hours apart. Records reviewed for the inspection review period demonstrated that free chlorine residuals were measured in the distribution system whenever the camp was open.

---

**Water Quality Monitoring**

- **Chlorine monitoring was being done with an appropriate device.**

Sunny Cove Camp uses a HACH Pocket Colorimeter to measure chlorine residuals. This device has an electronic digital read out.

**Water Quality Assessment**

- **Records show that all water sample results taken during the review period met the Ontario Drinking Water Quality Standards.**
- **Results of Ministry audit sampling met the standards included in the Ontario Drinking Water Quality Standards (O. Reg. 169/03) and O. Reg 170/03.**

A microbiological sample was taken from the distribution system and came back without the presence of bacteria.

## NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

**1 For every required operational test and every required sample, a record was not made of the date, time, location, name of the person conducting the test and result of the test.**

O. Reg. 170/03, Schedule 6, section 6-10, states that the owner of a drinking water system and the operating authority for the system shall ensure that, for every sample required by this Regulation, by an approval, or order, a record is made of the following information:

1. The date and time the sample was taken, the location where the sample was taken and the name of the person who took the sample.
2. If the sample is taken under section 7 of the Regulation or Schedule 7, 8 or 9, the date and time the sample was tested, the name of the person who conducted the test, and the results of the test.

During the inspection review period, the above criteria was not always met. The location of where a chlorine residual is taken is not always recorded.

**Action(s) Required:**

Effective immediately the owner shall ensure that when a sample is taken all the required information is documented as per O. Reg. 170/03, Schedule 6, section 6-10, including the location of where the sample was taken.

**2 All nitrate/nitrite water quality monitoring requirements prescribed by legislation were not conducted within the required frequency.**

Schedule 15, section 15-4(1) requires that the owner of a drinking water system and the operating authority for the system to ensure that at least one water sample is taken every three months (+/- 30 days) and tested for nitrate and nitrite.

During the inspection review period nitrate and nitrite samples were taken on May 20, 2015; October 13, 2015 and May 10, 2016. The length of time between the samples taken in 2015 exceeds the amount of time allowed between samples.

**Action(s) Required:**

Effective immediately the owner shall ensure that nitrate/nitrite samples are taken every 3 months (+/- 30 days) in accordance with O. Reg. 170/03, Schedule 15, section 15-4(1).

## **SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES**

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

**Not Applicable**

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**SIGNATURES**

Inspected By:  
Carolyn Lacroix

Signature: (Provincial Officer)

---

Reviewed & Approved By:  
Dave Manol

Signature: (Supervisor)

Review & Approval Date: July 21, 2016

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

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**Key Reference Materials**

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# Key Reference and Guidance Material for Drinking Water Systems Serving Designated Facilities

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of drinking water systems serving designated facilities frequently use.

To access these materials online click on their titles in the table below or use your web browser to search for their titles. Contact the Public Information Centre if you need assistance or have questions at 1-800-565-4923/416-325-4000 or [picemail.moe@ontario.ca](mailto:picemail.moe@ontario.ca).

For more information on Ontario's drinking water visit [www.ontario.ca/drinkingwater](http://www.ontario.ca/drinkingwater) and email [drinking.water@ontario.ca](mailto:drinking.water@ontario.ca) to subscribe to drinking water news



PUBLICATION TITLE	PUBLICATION NUMBER
FORMS: Drinking Water System Profile Information, Laboratory Services Notification, Adverse Test Result Notification	7419e, 5387e, 4444e
Providing Safe Drinking Water to the Public: A Guide for Owners and Operators of Non-Residential and Seasonal Residential Drinking Water Systems that Serve Designated Facilities	5361e01
Taking a Drinking Water Sample for Testing – Tips for Owners and Operators of Drinking Water Systems Covered by Ontario Regulation 170/03	5744e
Tips for Maintenance of Small Drinking Water Systems	7780e
Corrective Actions to Take if Your Drinking Water Becomes Contaminated	7775e
Drinking Water System Contact List	7128e
Procedure for Disinfection of Drinking Water in Ontario	4448e01
Procedure for Corrective Action for Systems Not Currently Using Chlorine	4414e01
Protecting Groundwater to Protect Health	6969e
Technical Support Document for Ontario Drinking Water Quality Standards, Objectives and Guidelines	4449e01
Required Qualifications to Operate, Test or Sample Drinking Water Systems Under the Safe Drinking Water Act, 2002	6555e
Steps to Become a Trained Person	5748e

[ontario.ca/drinkingwater](http://ontario.ca/drinkingwater)

# Principaux guides et documents de référence sur les réseaux d'eau potable desservant des établissements désignés

De nombreux documents utiles peuvent vous aider à exploiter votre réseau d'eau potable. Vous trouverez ci-après une liste de documents que les propriétaires et exploitants de réseaux d'eau potable desservant des établissements désignés utilisent fréquemment.

Pour accéder à ces documents en ligne, cliquez sur leur titre dans le tableau ci-dessous ou faites une recherche à l'aide de votre navigateur Web. Communiquez avec le Centre d'information au public au 1 800 565-4923 ou au 416 325-4000, ou encore à [picemail.moe@ontario.ca](mailto:picemail.moe@ontario.ca) si vous avez des questions ou besoin d'aide.



Pour plus de renseignements sur l'eau potable en Ontario, consultez le site [www.ontario.ca/eaupotable](http://www.ontario.ca/eaupotable) ou envoyez un courriel à [drinking.water@ontario.ca](mailto:drinking.water@ontario.ca) pour suivre l'information sur l'eau potable.

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Renseignements sur le profil du réseau d'eau potable, Avis de demande de services de laboratoire, Formulaire de communication de résultats d'analyse insatisfaisants et du règlement des problèmes	7419f, 5387f, 4444f
Distribution d'eau potable saine au public : Guide pour les propriétaires et les exploitants de réseaux d'eau potable non résidentiels et résidentiels saisonniers qui desservent des établissements désignés	5361f01
Prélèvement d'échantillons d'eau pour des analyses - Conseils pour les propriétaires et les exploitants de réseaux d'eau potable visés par le Règlement de l'Ontario 170/03	5744f
Conseils pour assurer l'entretien d'un petit réseau de distribution d'eau potable	7780f
Mesures à prendre si votre eau potable devient contaminée	7775f
Liste des personnes-ressources du réseau d'eau potable	7128f
Marche à suivre pour désinfecter l'eau potable en Ontario	4448f01
Mesures correctives à prendre pour les réseaux n'utilisant pas de chlore	4414f01
Protéger l'eau souterraine, c'est protéger la santé	6969f
Document d'aide technique pour les normes, directives et objectifs associés à la qualité de l'eau potable en Ontario	4449f01
Qualifications nécessaires pour exploiter, analyser ou échantillonner des réseaux de distribution d'eau potable conformément à la <i>Loi de 2002 sur la salubrité de l'eau potable</i>	6555f
Étapes à suivre pour devenir une « personne qualifiée »	5748f

[ontario.ca/eaupotable](http://ontario.ca/eaupotable)

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**Audit Sample Results**

---



ONT MOE - Northern Region  
ATTN: Carolyn Lacroix  
808 Robertson St. 2nd Floor  
Kenora ON P9N 1X9

Date Received: 13-JUL-16  
Report Date: 19-JUL-16 20:44 (MT)  
Version: FINAL

Client Phone: 807-468-2727

## Certificate of Analysis

Lab Work Order #: L1797179

Project P.O. #: OSS60844

Job Reference: 260060762

C of C Numbers:

Legal Site Desc:

Danielle Drawson, HBSc.  
Project Manager

[This report shall not be reproduced except in full without the written authority of the Laboratory.]

ADDRESS: 1081 Barton Street, Thunder Bay, ON P7B 5N3 Canada | Phone: +1 807 623 6463 | Fax: +1 807 623 7598  
ALS CANADA LTD Part of the ALS Group A Campbell Brothers Limited Company



# CRITERIA REPORT

L1797179 CONTD....

Page 2 of 3

19-JUL-16 20:46:12

**260060762**

Sample Details/Parameters		Result	Qualifier	D.L.	Units	Criteria Specific Limits		Analyzed	Batch
L1797179-2	CARE TAKERS HOME								
Sampled By:	CL on 12-JUL-16 @ 12:45								
Matrix:	WATER								
Individual Analytes									
Total Coliform & E.coli Presence/Absence									
Total Coliforms		Absent			p/a/100mL			13-JUL-16	R3503246
Escherichia Coli		Absent			p/a/100mL			13-JUL-16	R3503246

\* Detection Limit for result exceeds Criteria Specific Limit. Assessment against Criteria Limit cannot be made.

\*\* Analytical result for this parameter exceeds Criteria Specific Limit listed on this report.

# Reference Information

260060762

L1797179 CONTD....

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19-JUL-16 20:46:12

## Methods Listed (if applicable):

ALS Test Code	Matrix	Test Description	Preparation Method Reference(Based On)	Analytical Method Reference(Based On)
TC,EC-P/A-TB	Water	Total Coliform & E.coli Presence/Absence		APHA 9223 B
This analysis is carried out using procedures adapted from APHA Method 9223 "Enzyme Substrate Coliform Test". E. coli and Total Coliform are determined simultaneously. The sample is mixed with a mixture of hydrolyzable substrates and then incubated for 18 or 24 hours. The qualitative results are then obtained.				

Laboratory Methods employed follow in-house procedures, which are generally based on nationally or internationally accepted methodologies.

Chain of Custody numbers:

*The last two letters of the above test code(s) indicate the laboratory that performed analytical analysis for that test. Refer to the list below:*

Laboratory Definition Code	Laboratory Location	Laboratory Definition Code	Laboratory Location
TB	ALS ENVIRONMENTAL - THUNDER BAY, ONTARIO, CANADA		

## GLOSSARY OF REPORT TERMS

*Surrogates are compounds that are similar in behaviour to target analyte(s), but that do not normally occur in environmental samples. For applicable tests, surrogates are added to samples prior to analysis as a check on recovery. In reports that display the D.L. column, laboratory objectives for surrogates are listed there.*

*mg/kg - milligrams per kilogram based on dry weight of sample*

*mg/kg ww - milligrams per kilogram based on wet weight of sample*

*mg/kg lwt - milligrams per kilogram based on lipid-adjusted weight*

*mg/L - unit of concentration based on volume, parts per million.*

*< - Less than.*

*D.L. - The reporting limit.*

*N/A - Result not available. Refer to qualifier code and definition for explanation.*

*Test results reported relate only to the samples as received by the laboratory.*

*UNLESS OTHERWISE STATED, ALL SAMPLES WERE RECEIVED IN ACCEPTABLE CONDITION.*

*Analytical results in unsigned test reports with the DRAFT watermark are subject to change, pending final QC review.*

*Application of criteria limits is provided as is without warranty of any kind, either expressed or implied, including, but not limited to fitness for a particular purpose, or non-infringement. ALS assumes no responsibility for errors or omissions in the information.*



Quality Control Report

Workorder: L1797179      Report Date: 19-JUL-16      Page 1 of 2

Client:      ONT MOE - Northern Region  
             808 Robertson St. 2nd Floor  
             Kenora ON P9N 1X9  
Contact:      Carolyn Lacroix

Test	Matrix	Reference	Result	Qualifier	Units	RPD	Limit	Analyzed
------	--------	-----------	--------	-----------	-------	-----	-------	----------

# Quality Control Report

Workorder: L1797179

Report Date: 19-JUL-16

Client: ONT MOE - Northern Region  
808 Robertson St. 2nd Floor  
Kenora ON P9N 1X9

Page 2 of 2

Contact: Carolyn Lacroix

## Legend:

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Limit	ALS Control Limit (Data Quality Objectives)
DUP	Duplicate
RPD	Relative Percent Difference
N/A	Not Available
LCS	Laboratory Control Sample
SRM	Standard Reference Material
MS	Matrix Spike
MSD	Matrix Spike Duplicate
ADE	Average Desorption Efficiency
MB	Method Blank
IRM	Internal Reference Material
CRM	Certified Reference Material
CCV	Continuing Calibration Verification
CVS	Calibration Verification Standard
LCSD	Laboratory Control Sample Duplicate

## Hold Time Exceedances:

All test results reported with this submission were conducted within ALS recommended hold times.

ALS recommended hold times may vary by province. They are assigned to meet known provincial and/or federal government requirements. In the absence of regulatory hold times, ALS establishes recommendations based on guidelines published by the US EPA, APHA Standard Methods, or Environment Canada (where available). For more information, please contact ALS.

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The ALS Quality Control Report is provided to ALS clients upon request. ALS includes comprehensive QC checks with every analysis to ensure our high standards of quality are met. Each QC result has a known or expected target value, which is compared against pre-determined data quality objectives to provide confidence in the accuracy of associated test results.

Please note that this report may contain QC results from anonymous Sample Duplicates and Matrix Spikes that do not originate from this Work Order.





ALS Thunder Bay, 1081 Barton Street. Thunder Bay, ON P7B 5N3  
Ph: 807-623-6463 Fax: 807-623-7598 Toll-Free 1-800-668-9878

## ~~DRINKING WATER CHAIN OF CUSTODY:~~

**Reg 170/03**

**PLEASE CIRCLE APPLICABLE REGULATION:**

Reg 318/08 319/08

### Reg 243

**C of A**

Is this a resample from an adverse water quality incident?

Yes ☐

No/5

[illegible]

807-274-9892

Spreadsheet No. 2 -2015 Forecasted Scenario No. 4,  
Forecasted 2014,2013 & 2012  
up-dated on February 4th, 2015  
f/n:2014Jan2014water&sewerdata1

	1	2	3	4	5	6
	2015	2015	2015	2015	2015	2015
	Forecasted	Forecasted	Projected revenue	Forecasted	Forecasted	Scenario No. 3- Usage
	Cubic Meters	% of Usage	based on Usage	Revenue- Under Scenario No. 3	%	\$ Difference
Total Actual treated water distributed into the distribution System based on 2014 actuals	1284546					
Estimated 15% System loss ( leaks, Hydrants and flushing)	-192682					
Total Billed Out treated water	1091864		\$4,790,006.20			
Actual Meter Reading						
Actual Usage ICI Accounts - 289 accounts based on 2013	271630	24.88%	\$1,191,640.52	\$1,084,123.10	22.64%	-\$107,517.42
Actual CFN metered - 2 accounts (in 2014)	117828	10.79%	\$516,911.31	\$586,783.44	12.23%	\$69,872.13
Non-residential Accounts -5 accounts ( in 2011) Treaty 3 police station in 2011	1806	0.17%	\$7,922.92	\$8,993.88	0.19%	\$1,070.96
Estimated Usage						
Estimated Calculated Non-metered Accounts - 3 accounts using 200 cubic meters per account	600	0.05%	\$2,632.20	\$2,446.08		-\$186.12
Estimated remaining amount is Residential Usage- 3594 accounts (14 church accounts -new in 2010)	700000	64.11%	\$3,070,899.69	\$3,117,144.96	64.95%	\$46,245.27
		100.00%	\$4,790,006.64	\$4,799,491.46	100.00%	\$9,484.82
Estimated Residential usage per account per year- (Canadian average is 270 cu. per year)	194.8					
Estimated Residential usage per account per month	16.23					
Estimated residential cost per cubic meter of water ( 2013- \$37.43 per month 2014 - 38.06 per month, 2015 Under scenario No. 4 - \$38.06 )	\$2.34					
Calculated Water non-residential customers (1.25 times residential rate) per cubic meter	\$2.93					
Estimated residential cost per cubic meter of wastewater (2013- \$33.03 per month, 2014 - \$ 33.64 per month 2015 under scenario No. 4 - \$35.50)	\$2.19					
Calculated Sewer non-residential customers (1.25 times residential rate) per cubic meter	\$2.73					
New Forecasted Residential Rate (based on 2013 consumption data)	\$4.53	2015 Proposed				
New Forecasted Non-residential Customer Rate	\$5.67	\$5.06				
Actual Rates Used-2015 Proposed	\$5.06					
Actual to Forecasted	-\$0.61	-\$5.06	\$0.00	\$0.00	\$0.00	\$0.00
Percentage of Residential Rate	11.65%	#VALUE!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
rate increase	2.64%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

7	8	9	10	11	12	8.1	8.2
2014	2014	2014	2014	2014	2014	2014	2014
Actual	Actual	Projected revenue	Actual	Actual	Actual - Projected	Forecasted Revenue	Actual Revenue

Cubic Meters	% of Usage	based on Usage	Revenue	Revenue %	\$ Difference	% of Usage	Each Class
1601220							
-240183							
1361037		\$4,873,538.31				\$4,873,538.31	
328229	24.12%	\$1,175,307.21	\$1,161,069.61	23.88%	-\$14,237.60	\$1,175,307.21	\$1,161,069.61
123181	9.05%	\$441,080.82	\$607,282.33	12.46%	\$166,201.51	\$441,080.82	\$607,282.33
2261	0.17%	\$8,096.08	\$12,719.29	0.26%	\$4,623.21	\$8,096.08	\$12,719.29
700	0.05%	\$2,506.53	\$2,644.94		\$138.41	\$2,506.53	\$2,644.94
906666	66.62%	\$3,246,547.66	\$3,089,822.14	63.40%	-\$156,725.52	\$3,246,547.66	\$3,089,822.14
	100.00%	\$4,873,538.31	\$4,873,538.31	100.00%	\$0.00	\$4,873,538.31	\$4,873,538.31

252.3

21.02

\$1.81

\$2.26

\$1.60

\$2.00

\$3.41  
\$4.26

-\$4.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

8.3	9	10	11	12	13	18
	February 5th, 2014 Rate scenario No. 6 ADJUSTED					January 22,
2014	2014	2014	2014	2014	2014	2014
Difference	Forecasted	Forecasted	Forecasted	Forecasted		Forecasted
Actual - Usage			Revenue based on	Revenue based on		
Forecasted	Cubic Meters	% of Usage	Usage	Rates	Rates-Usage	Revenue based on Usage
	1298787					
	-194818					
	1103969		\$4,654,006.20	\$4,654,006.20		\$4,692,103.34
-\$14,237.60	265582	24.06%	\$1,119,615.07	\$1,007,174.73	-\$114,548.19	\$1,128,780.11
\$166,201.51	112475	10.19%	\$474,161.30	\$553,960.07	\$79,798.77	\$478,042.72
\$4,623.21	1350	0.12%	\$5,691.20	\$6,649.00	\$957.80	\$5,737.79
\$138.41	500	0.05%	\$2,107.85			\$2,125.11
-\$156,725.52	724062	65.59%	\$3,052,430.78	\$3,086,222.40	\$33,791.62	\$3,077,417.62
\$0.00		100.00%				
	201.5		\$4,654,006.20	\$4,654,006.20	\$0.00	\$4,692,103.34
	16.79					
	\$2.27					\$2.28
	\$2.83					\$2.85
	\$2.00					\$2.04
	\$2.50					\$2.56
	\$4.27					\$4.33
	\$5.33		\$5.33			\$5.41
	\$4.93					
\$0.00	-\$0.40	\$0.00	-\$5.33	\$0.00	\$0.00	-\$5.41
#DIV/0!	15.44%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	-100.00%
-100.00%	1.86%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

19	20	14	15	23	24	25	26
2014 Rate scenario No. 5							
2014	2014	2013	2013	2013	2013	2013	2013
Forecasted		Actual	Actual	Projected revenue	Actual	Actual	Actual - Projected

Revenue based on							
Rates	Rates-Usage	Cubic Meters	% of Usage	based on Usage	Revenue	Revenue %	\$ Difference
		1398180					
		-209727					
\$4,692,103.34		1188453			\$4,769,306.21		
\$1,007,444.83	-\$123,460.38	365508	30.75%	\$1,466,797.23	\$1,151,347.46	24.14%	-\$319,462.81
\$552,252.25	\$74,209.53	120458	10.14%	\$483,402.45	\$583,016.72	12.22%	\$99,614.27
\$6,628.50	\$890.71	1685	0.14%	\$6,761.97	\$9,782.52	0.21%	\$3,020.55
		1000	0.08%	\$4,013.04			
\$3,125,777.78	\$48,360.16	699802	58.88%	\$2,808,331.52	\$3,025,159.51	63.43%	\$216,827.99
					\$4,769,306.21		
\$4,692,103.36	\$0.02	194.7					
		16.23					
		\$2.31					
		\$2.88					
		\$2.04					
		\$2.54					
		\$4.34					
		\$5.43					
\$0.00	\$0.00	-\$5.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
#DIV/0!	#DIV/0!	-100.00%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

2013	2012
Forecasted	Forecasted

Cubic Meters	Cubic Meters
1418115	1651880
-212717	-247782
1205398	1404098
310305	499135
104492	93998
1015	2457
4295	12259
785291	796249

218.5	221.5
-------	-------

18.21	18.46
-------	-------

\$2.06	\$1.94
--------	--------

\$2.57	\$2.43
--------	--------

\$1.81	\$1.71
--------	--------

\$2.27	\$2.14
--------	--------

\$3.87	\$3.65
\$4.84	\$4.57
\$4.84	\$4.56
\$0.00	-\$0.01
25.08%	24.85%
6.14%	

Spreadsheet No. 4 -2015 Forecasted, Actual Usage & Actual  
up-dated on January 11, 2016  
f/n:2016Jan2016water&sewerdata1

	1	2	3	4	5	6	7	8	9	10	11	12
	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015
	Forecasted	Forecasted	Forecasted revenue	Forecasted revenue	Forecasted revenue	Actual	Actual	Forecasted revenue	Actual	Actual	Actual - Projected	Actual - Projected
	Cubic Meters	% of Usage	based on Usage	based on Budgeted Revenue	% based Budgeted Revenue	Cubic Meters	% of Usage	based on Actual Usage	Revenue	Revenue %	\$ Difference on Actual Usage	\$ Difference on Actual Revenue
Total Actual treated water distributed into the distribution System based on 2014 actuals	1284546					1424850						
Estimated 15% System loss ( leaks, Hydrants and flushing)	-192682					-213728						
Total Billed Out treated water	1091864		\$4,863,496.81	\$4,863,496.81		1211123		\$4,863,496.81				
Actual Meter Reading												
Actual Usage ICI Accounts - 289 accounts based on 2013	271630	24.88%	\$1,209,923.25	\$1,089,665.65	22.40%	258547	21.35%	\$1,038,245.52	\$1,018,806.22	21.12%	-\$19,439.30	-\$70,859.43
Actual CFN metered - 2 accounts (in 2014)	117828	10.79%	\$524,842.02	\$596,209.68	12.26%	131140	10.83%	\$526,618.05	\$665,822.62	13.76%	\$139,204.57	\$69,612.94
Non-residential Accounts -5 accounts ( in 2011) Treaty 3 police station in 2011	1806	0.17%	\$8,044.48	\$9,138.36	0.19%	2092	0.17%	\$8,400.83	\$11,857.16	0.25%	\$3,456.33	\$2,718.80
Estimated Usage												
Estimated Calculated Non-metered Accounts - 3 accounts using 200 cubic meters per account	600	0.05%	\$2,672.58	\$2,377.44	0.05%	600	0.05%	\$2,409.42	\$2,923.86		\$514.44	\$546.42
Estimated remaining amount is Residential Usage- 3594 accounts (14 church accounts -new in 2010)	700000	64.11%	\$3,118,014.93	\$3,166,105.68	65.10%	818744	67.60%	\$3,287,822.99	\$3,139,083.93	64.88%	-\$148,739.06	-\$27,021.75
		100.00%	\$4,863,497.26	\$4,863,496.81	100.00%		100.00%	\$4,863,496.81	\$4,838,493.79	100.00%	-\$25,003.02	-\$25,003.02
Estimated Residential usage per account per year- (Canadian average is 270 cu. per year)	194.8					227.8						
Estimated Residential usage per account per month	16.23					18.98						
Estimated residential cost per cubic meter of water ( 2013- \$37.43 per month 2014 - 38.06 per month, 2015 Under scenario No. 4 - \$38.06 )	\$2.34					\$2.00						
Calculated Water non-residential customers (1.25 times residential rate) per cubic meter	\$2.93					\$2.51						
Estimated residential cost per cubic meter of wastewater (2013- \$33.03 per month, 2014 - \$ 33.64 per month 2015 under scenario No. 4 - \$35.50)	\$2.19					\$1.77						
Calculated Sewer non-residential customers (1.25 times residential rate) per cubic meter	\$2.73					\$2.22						
New Forecasted Residential Rate (based on 2013 consumption data)	\$4.53	2015 Proposed				\$3.78						
New Forecasted Non-residential Customer Rate	\$5.67	\$5.06				\$4.72						
Actual Rates Used-2015 Proposed	\$5.06					5.06						
Actual to Forecasted	-\$0.61	-\$5.06	\$0.00			\$0.34						

2016- tonnage at landfill site- up-dated July 12, 2016

2016- tonnage at landfill site- up-dated July 12, 2016											2015			2016		
MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2015	Average last 9 years	2016	Total Fees	Average last 9 years	Total Fees	2016-2015 Tonnes	2016-2015 Fees	
								Total Tonne	Total Tonne	Total Tonne		Fees				2007 to 2015
JAN	127.94	34.66	232.74	63.04	8.50	2.30	0.00	372.45	359.81	369.18	\$22,076.55	\$17,555.67	\$20,490.00	-3.27	-\$1,586.55	
FEB	117.31	37.25	189.93	60.31	7.68	2.44	0.00	323.82	305.82	314.92	\$17,311.55	\$15,120.16	\$17,474.70	-8.90	\$163.15	
MAR	146.89	37.15	237.97	60.19	10.53	2.66	6.72	446.81	413.51	395.39	\$25,940.55	\$21,116.69	\$23,164.20	-51.42	-\$2,776.35	
APRIL	182.95	31.92	381.96	66.65	8.18	1.43	0.00	609.02	574.14	573.09	\$36,933.10	\$30,100.39	\$34,152.50	-35.93	-\$2,780.60	
MAY	200.30	31.21	434.52	67.72	6.87	1.07	1058.72	783.04	727.97	641.69	\$40,474.95	\$37,236.70	\$34,655.80	-141.35	-\$5,819.15	
JUNE	814.37	65.31	421.01	33.76	11.52	0.92	3312.52	690.69	802.40	1,246.89	\$43,913.10	\$38,365.69	\$37,412.30	556.20	-\$6,500.80	
JULY		#DIV/0!		#DIV/0!		#DIV/0!		654.72	679.93	0.00	\$43,552.25	\$37,235.68				
AUG		#DIV/0!		#DIV/0!		#DIV/0!		642.81	630.37	0.00	\$39,041.90	\$33,782.35				
SEPT		#DIV/0!		#DIV/0!		#DIV/0!		719.08	646.67	0.00	\$43,223.58	\$34,032.13				
OCT		#DIV/0!		#DIV/0!		#DIV/0!		2,214.61	815.99	0.00	\$95,565.65	\$40,618.32				
NOV		#DIV/0!		#DIV/0!		#DIV/0!		614.90	564.84	0.00	\$33,016.35	\$28,524.43				
DEC		#DIV/0!		#DIV/0!		#DIV/0!		487.78	397.37	0.00	\$27,125.80	\$21,749.94				
Average per monthly	264.96	36.35	316.35	61.18	8.88	#DIV/0!	729.66		576.57	295.10	\$39,014.61	\$29,619.85	\$27,891.58	-99.52	-19,300.30	
Total	1589.75		1898.13		53.28		4377.96	8559.73	6918.81	3541.16	\$468,175.33	\$355,438.14	\$167,349.50	315.33	-\$19,300.30	
												Actual	\$167,349.50			
Town of Fort Frances Tonnage	3487.88															
		increase amount of waste due to waste from Rainy Lake Hotel Demolition Includes 603.005t associated with the Fight the Blight Campaign										Budget	\$384,888.00			
Total Tonnage	3541.16												Forecasted	\$334,699.00		
Residential Tonnage	1589.75	44.89%														
ICI Tonnage	1898.13	53.60%														
Coverage material	4377.96															



Aircraft Landings 2016  
As of June 30, 2016 Statistics Page 1/2

Month	Bearskin Flights			Bearskin- Passengers			Government			Private			Med-I-vacs			International			Commercial			Totals			Variance
	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016	2015	2014	2016-2015
January	70	76	79	261	256	311	1	6	0	3	6	5	30	43	41	3	4	2	36	42	67	143	177	194	-34
February	69	67	74	233	241	308	1	2	0	1	7	5	35	36	22	1	3	5	49	40	50	156	155	156	1
March	69	78	82	199	341	346		5	3	17	30	10	34	36	40	3	5	0	55	38	52	178	192	187	-14
1/4 Total	208	221	235	693	838	965	2	13	3	21	43	20	99	115	103	7	12	7	140	120	169	477	524	537	-47
April	81	81	74	288	330	276	7	1	2	8	23	18	47	41	22	3	2	1	40	53	47	186	201	164	-15
May	88	82	81	309	365	308	4	1	6	9	28	24	37	37	23	32	34	30	59	77	76	229	259	240	-30
June	76	80	77	273	322	292	0	11	7	30	36	37	38	31	35	77	74	89	52	96	69	273	328	314	-55
1/2 Total	453	464	467	1563	1855	1841	13	26	18	68	130	99	221	224	183	119	122	127	291	346	361	1165	1312	1255	-147
July		81	75		297	230		8	7		40	35		35	18		83	59		77	59	0	324	253	-324
August		79	71		297	241		4	3		39	37		31	26		73	65		87	57	0	313	259	-313
September		76	73		328	254		0	1		17	22		36	37		44	32		76	65	0	249	230	-249
3/4 Total	453	700	686	1563	2777	2566	13	38	29	68	226	193	221	326	264	119	322	283	291	586	542	1165	2198	1997	-1033
October		83	76		309	309		4	3		20	24		47	42		9	12		51	51	0	214	208	-214
November		68	80		260	286		0	3		9	8		30	28		1	3		38	39	0	146	161	-146
December		68	52		200	203		0	0		4	4		31	25		2	1		34	29	0	139	111	-139
Total	453	919	894	1563	3546	3364	13	42	35	68	259	229	221	434	359	119	334	299	291	709	661	1165	2697	2477	-1532

Fuel Sales Recap - 2016									2015	2014	2013	2012	2011	2010	2009	2008	2007	9 year	Variance 2016-
Month	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	per	Average	2015-
	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	month	2015 to	2015-
January	126	126	7,402	7,402	0	0	7,528	7,528	8,692	11,543	7,216	10,252	7,308	10,971	15,989	29,926	16,283	13,131	-1,164
February	509	635	11,395	18,797	0	0	11,904	19,432	11,231	12,304	6,197	6,918	3,687	5,782	13,135	21,134	11,782	10,241	673
March	342	977	12,913	31,710	0	0	13,255	32,687	17,795	10,508	12,077	9,329	10,390	15,539	9,612	27,435	19,969	14,739	-4,540
April	744	1,721	7,848	39,558	0	0	8,592	41,279	13,219	8,377	4,453	8,251	5,294	24,825	10,676	22,466	28,609	14,019	-4,627
May	1,905	3,626	22,776	62,334	0	0	24,681	65,960	16,161	29,753	18,350	21,891	19,790	25,375	24,033	30,287	47,258	25,878	8,520
June	4,068	7,694	21,947	84,281	0	0	26,015	91,975	45,698	30,789	22,786	23,537	25,723	27,768	22,395	35,995	40,736	30,603	-19,683
July		7,694		84,281		0	0	91,975	28,150	14,441	19,232	32,650	19,124	30,455	24,925	33,390	44,875	27,471	-28,150
August		7,694		84,281		0	0	91,975	36,638	20,450	20,075	30,783	21,467	33,139	28,250	40,177	41,630	30,290	-36,638
September		7,694		84,281		0	0	91,975	24,238	21,837	18,005	19,431	22,511	23,363	18,937	28,822	30,341	23,054	-24,238
October		7,694		84,281		0	0	91,975	8,216	15,472	13,109	11,325	13,677	15,033	21,304	16,631	28,020	15,865	-8,216
November		7,694		84,281		0	0	91,975	11,616	7,238	6,398	8,170	6,785	17,747	10,754	16,951	16,842	11,389	-11,616
December		7,694		84,281		0	0	91,975	7,592	6,849	2,028	8,179	2,446	7,641	7,596	13,083	14,733	7,794	-7,592
Total	7,694		84,281		0		91,975		229,246	189,561	149,926	190,716	158,202	237,638	207,606	316,297	341,078	224,474	-137,271
								Jan to June	112,796	103,274	71,079	80,178	72,192	110,260	95,840	167,243	164,637	108,611	1,138

Lowest month in last 9 years  
Highest month in last 9 years  
Highest month  
lowest month

July 13, 2016

Town of Fort Frances  
320 Portage Avenue  
Fort Frances Ontario  
P9A 3M5

Attention: Mr. Doug Herr  
Environmental and Facilities Superintendent

Dear Doug:

**Re: Fort Frances Wastewater Treatment Facility  
June 2016 Monthly Report**

As per the operating agreement, the attached document is the June 2016 monthly report for the Fort Frances Wastewater Treatment Facility.

The report highlights the influent and effluent quality and the process parameters. Additionally, the routine operation and maintenance activities conducted by the operators are summarized.

If you have any questions regarding this report do not hesitate to contact Mr. Larry Wachter – Operations Manager.

Yours truly,



Kelly Cunningham  
Senior Operator

For Larry Wachter  
Operations Manager

**The Corporation of the Town of Fort Frances  
Wastewater Treatment Plant  
(Sewage Plant)  
June 2016 Monthly Operations Report**

## **INTRODUCTION**

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of June 2016; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

## **DESCRIPTION OF WORKS**

Capacity of Works	9000 m <sup>3</sup> /day (average flow)
Service Area	Town of Fort Frances and Couchiching Reserve
Service Population	9000
Effluent Receiver	Rainy River
Major Process	Secondary treatment facility complete with a phosphorus removal system; ultra violet disinfection; aerobic sludge stabilization and dewatering

The Fort Frances Sewage Treatment Plant received and operates its operation under *Certificate of Approval Number 3-0049-96-006*, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval outlines the terms and conditions and the report captures these terms and conditions in the following sections.

## **LABORATORY**

ALS Laboratory Group – Thunder Bay is contracted to conduct the required analytical tests of the influent (raw) and effluent samples; weekly requirement.

## JUNE 2016 EFFLUENT QUALITY

<i>Parameters</i>	<i>Monthly Actual Concentration mg/L</i>	<i>Compliance Criteria Concentration mg/L</i>	<i>Performance Objective Concentration mg/L</i>	<i>Monthly Actual Loading, kg/d</i>	<i>Compliance Criteria Loading kg/d</i>	<i>Performance Objective Loading kg/d</i>
CBOD <sub>5</sub>	2.0 mg/L	25 mg/L	15 mg/L	18.5 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	3.9 mg/L	25 mg/L	15 mg/L	40.0 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.19 mg/L	1.0 mg/L	0.9 mg/L	1.8 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	8.57 mg/L 6.48 mg/L					
Total Cl <sub>2</sub> Residual		<0.01 mg/L (when in use)				
E-Coli		19.3 count/100 ml (geometric mean )		200 count/100ml (geometric mean )		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH				pH range 7.4 to 8.0; average pH was 7.7		
Temperature degrees C				Temperatures ranged from 11.5 to 13.0 C; average temperature of effluent was 12.5 C		

Compliance criteria are mandatory requirements of the C of A and performance objectives are a goal to be achieved using best reasonable efforts.

## WASTEWATER LIQUID PROCESS

The average daily flow for June was 9140.5 m<sup>3</sup>/day. This represents 102% of the design average flow. Total treated flow for the month was 274216 m<sup>3</sup>.

The Fort Frances WWTP met all effluent compliance criteria for the parameters listed above and additionally was well within the recommended more stringent monthly performance objective levels as outlined in the Certificate of Approval.

## INVENTORY

Chemical	End of Month Status	Units
Hypochlorite	1110 +/- @ 7.0% + 410 @ 12%	Litres
Alum	11.4 +/- @ 60 %	Cubic meters
Polymer	11 Bags (275 kg)	Bags (25 kg/bag)

## MAINTENANCE

The operators performed the routine operations and maintenance at the treatment plant and pumping stations. The activities are highlighted as follows:

### Treatment Plant:

- Alternated lead/lag pumps
- Adjusted fluidizing water to head cell and grit snail as needed
- Greased GBT, mechanical bar screen and grit snail. Lubricated drive chain on grit snail and bar screen
- Regular cleaning of head works EW basket strainer
- Regular cleaning of seal water strainer TFP 9-5
- Greased all clarifier drives
- Replaced belt air handler ASU-02
- Cleaned both grit pumps
- Pumped water from digester valve pit
- Calibrated influent sampler
- Removed debris from grit pump 1 outlet reducer
- Replaced shear pin longitudinal collector drive 1
- Drained and cleaned Teacup and Snail
- Backflow preventer and expansion tank for the boiler make up water were replaced by Pryde's Plumbing
- A coolant hose on the portable diesel generator was replaced by TOFF
- Pulled and cleaned RAS pump 1

### Pump Stations:

- Ran gensets
- Changed seal water strainers
- Cleaned bar screens

## **OPERATIONAL ISSUES**

There were no operational issues in the report period.

## **SLUDGE SUMMARY**

Asselin Transportation and Storage Limited hauled a total of 217.4 m<sup>3</sup> of thickened digested sludge (12.1 m<sup>3</sup>/load average) to the Town of Fort Frances landfill site.

## **COMPLAINTS**

There were no complaints during the report period.

## **BY-PASS REPORT(S)**

There was a bypass event on June 25<sup>th</sup> and 26<sup>th</sup> and a report is available.

## **COMMENTS**

Plant power consumption for the month was 652 (x 180 multiplier) kWh.  
Annual fire extinguisher inspections/tests were completed by SPI safety.

## **REPORTS**

ALS – Environmental Analytical Reports (on-file at plant)  
Fort Frances WPCP Equipment Run Time Report (on-file at plant)  
Bypass Report (on-file at plant as per occurrence)  
Incident Report (on-file at plant as per occurrence)

Month	Sewage Flows Year 2016					Usage	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	CBOD5	0.96255889
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Suspended Solids	0.961658031
	m3	m3	Volume ML	Volume ML	ML		M3	Total Phosphorus	0.925925926
January	5668.1	5900	175712		175712	63%	249.9		
February	5417.8	5665	157117		157117	60%	251.7		
March	7463.4	12988	231365		231365	83%	212.7		
April	8462.4	10027	253871		253871	94%	228.3		
May	6785.5	8276	210352		210352	75%	241.2		
June	9140.5	18874	274216	1306	275522	102%	217.4		
July						0%			
August						0%			
September						0%			
October						0%			
November						0%			
December						0%			
Sum				1306	1303939		1401.2		
Average	7156		217106		217323	80%	233.5		
Max		18874	274216		275522				
C of A	9000	18000							

	CBOD5			Suspended Solids			Total Phosphorus			Nitrogen		E. Coli
	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Geo Mean
	BOD	CBOD	CBOD	S.S	S.S	S.S	T.P	T.P	T.P	TKN	Total N	Counts
	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	/100ml
January	87.0	2.4	13.5	142.4	6.0	34.7	2.41	0.15	0.83			23.7
February	74.3	3.5	18.5	132.5	4.3	23.2	2.12	0.11	0.57	17.3	8.9	19.3
March	65.2	2.3	16.1	112.4	5.7	47.7	1.87	0.11	0.94	15.1	9.7	21.4
April	57.5	2.4	20.2	110.8	5.6	47.1	1.54	0.13	1.11	12.0	9.7	9.3
May	68.8	2.5	17.2	125.8	4.1	27.8	2.0	0.15	3.19	14.9	10.0	14.4
June	50.5	2.0	18.5	148.1	3.9	40.0	1.4	0.19	1.81	11.8	8.6	19.3
July												
August												
September												
October												
November												
December												
Average	67.2	2.5	17.3	128.7	4.9	36.8	1.9	0.14	1.41	14.2	9.4	17.9
Max	87	3.5	20.2	148.1	6	47.7	2.4	0.19	3.19	17.3	10	23.7
C of A		25	225		25	225		0.9	9	200	6.0	200