

TOWN OF FORT FRANCES

Operations and Facilities Executive Committee

AGENDA - March 22, 2017, 8:30 AM

MEETING - Civic Centre

Session #004

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1. <u>Call to Order</u>	
2. <u>Disclosure of pecuniary interest and the general nature thereof</u>	
3. <u>Approval of Previous Committee Minutes</u>	
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4. <u>Non-agenda Items</u>	
5. <u>Items Referred from Council</u>	
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8. <u>Adjourn / Next Meeting Date</u>	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #003

March 8, 2017

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on March 8, 2017 from 8:30 a.m. to 9:57 a.m.

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

ALSO PRESENT: Eldon Mose (8:30 a.m. to 8:45 a.m.), Eric Fagherdahl (8:30 a.m. to 9:10 a.m.), Tyson Dennis (8:45 a.m. to 9:10 a.m.) Conrad Dueck, (9:04 a.m. to 9:38 a.m.), and Wendy Derendorf (8:30 a.m. to 9:20 a.m.).

1. Call to Order

The meeting was called to order at 8:30 a.m.

2. Disclosure of pecuniary interest and the general nature thereof

None

3. Approval of Previous Committee Minutes

3.1 Minutes from the previous meeting of this committee on February 8, 2017 - the minutes were approved as circulated.

4. Non-agenda Items

None

5. In-Camera

5.1 A proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes; more specifically 5.1 - Land Rental Inquiry - proceed as directed.

Perry:Caul THAT the Operations and Facilities Executive Committee now meet in-camera in order to address a matter to: a proposed or pending acquisition of land for municipal or local board purposes or disposal of land no longer needed for municipal purposes; more specifically - 5.1 Land Rental Inquiry

CARRIED

6. Items Referred from Council

6.1 Asselin Transportation and Storage Limited - re: Residential Refuse and Recycling Collection from Eldon Mose - request for alterations to Garbage and Recycling Collection - Mr. Mose had added changes to his original request and will provide a letter outlining the changes for Council's consideration. Recommendation approved as presented.

6.2 Request dated January 18, 2017 from Church of the Holy Spirit - Groundwater Well at 1408 Eighth Street East - the opportunity to provide water main extension and looping is to be investigated as well as other service options as an interim solution until water is available.

6.3 Request for Additional Sidewalk on McIrvine Road from Kings Highway to High School Entrance - the recommendation was accepted as presented.

7. New Business

- 7.1 January 2017 Drinking Water Systems Monthly Summary Report - the January 2017 Drinking Water Systems Monthly Report was reviewed and will be forwarded to Council for approval.
- 7.2 Marketing License Agreement with Service Line Warranties of Canada to Provide Sewer and Water Service Warranty within the Town of Fort Frances - recommendation approved to enter into a licence agreement.
- 7.3 Standard Operating Procedure for Water Treatment Plant Emergency Standby Generator - the policy was recommended to be brought forward to Council for approval.

8. Outstanding Items

- 8.1 Request from Ms. Wendy Derendorf to Make a Contribution to the LaVerendrye Parkway - Operations and Facilities Manager is to meet with Ms. Derendorf to determine a location for a bench and keep her informed of other opportunities in the Rainy Lake Square.

9. Information

- 9.1 Operations and Facilities Division - Environmental Area - Operations Statistics - January 2017 - will be forwarded to Council as information only. No action required.
- 9.2 Fort Frances Wastewater Treatment Facility January 2017 Monthly Report - will be forwarded to Council as information only. No action required.
- 9.3 2017 Tonnage at the Landfill Site - updated March 3, 2017 - will be forwarded to Council as information only. No action required.
- 9.4 Aircraft Landings 2017 - as of March 1, 2017 - will be forwarded to Council as information only. No action required.

10. Adjourn / Next Meeting Date

Meeting adjourned at 9:57 a.m.

Executive Committee Chair

T. Rob, Manager of Operations & Facilities

March 22, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Letter dated March 1, 2017 – request for a Memorial Bench on the LaVerendrye at 5th Street East

A letter was received from Ms. Nancy Boyd requesting to have a bench installed along the Waterfront Parkway in honor of her parents, Mr. Edward and Mrs. Lila Weir. See attached letter.

A little history on the benches along the Waterfront Parkway; in 2003 & 2004 several citizens and organizations purchased a bench at a price of \$1600 which included the cost of the plaque. The bench & plaque were installed for the commemoration of the Town of Fort Frances 100th anniversary. The last bench purchased was in May of 2004 by the Evergreen Chapter No. 80 – order of the Eastern Star. The paperwork was handled out of the CAO's office where the park's crew installed the plaque. Since Fort Frances 100th Birthday event, five additional benches (Mr.& Mrs. Allison 2013 & Bob Ward 2014 & Tammy Wihnan, Anne Gladu(Boon) 2016, and Mr. & Mrs. Cupp 2017 - yet to be installed) have been approved by Council where the requests were directed to the O & F executive committee.

In January of 2017 Ms. Wendy Derendorf made a similar request, which was approved by Council, where she was responsible for the cost of a Trystan bench, freight from the manufacturer to Fort Frances and the plaque. The cost of the bench is \$1494.99 (includes HST) plus shipping, and the plaque can be paid for directly to General Supply or included as part of the bench costs. A detailed quote will be prepared for Ms. Boyd prior to ordering any materials.

The Operations & Facilities Executive Committee recommends the following;

- 1) That Ms. Nancy Boyd would be responsible for all the costs of the following materials;
 - "Select Bench" complete with ash slats manufactured by Trystan
 - Freight costs to transport the bench materials to Fort Frances.
 - The plaque supplied by General Supply-purchased on her own.
- 2) That the Town will supply the labour & materials to construct the foundation for the select bench.
- 3) That the Town will supply the labour to install the new select bench and plaque.

Respectfully Submitted



Travis Rob, EIT
Manager of Operations and Facilities

Council approval of this report will ensure the following

- 1) That Ms. Nancy Boyd would be responsible for all the costs of the following materials;**
 - **“Select Bench” complete with ash slats manufactured by Trystan**
 - **Freight costs to transport the bench materials to Fort Frances.**
 - **The plaque supplied by General Supply-purchased on her own.**
- 2) That the Town will supply the labour & materials to construct the foundation for the select bench.**
- 3) That the Town will supply the labour to install the new select bench and plaque.**

2017MarchBoydRequestForBench

2648 Ridgetop Crescent,
Peterborough, ON , K9L 1H9
01/03/17



To the Mayor and Council

Fort Frances, Ontario

Our family would like to have a bench and commemorative plaque installed between Colonization Road and Rainy River at or near the end of 5th St. East. This would be in memory of our parents, Edward and Lila Weir. Since our mother is still a resident of Rainycrest, at the age of 95, timing of the plaque installation is an issue, but one that we can deal with at a later date.

Our parents built their home at 1210 5th St. East approximately 60 years ago and it was just sold last fall to a new owner. Both our parents were residents of Fort Frances most of their lives. Fort Frances was home. It would give our family a great deal of satisfaction to think that residents, while taking a break from their exercise along the waterfront, might take a moment to remember them or even wonder who our parents were. This something we do on our walks around the shores of Little Lake in Peterborough.

We understand that the town deals with purchase and installation of the bench, at our cost, and that we must arrange for purchase of the plaque from Fort Frances General Supply.

We would hope that you give this request your careful consideration and get back to us in regards to costs and any other responsibilities on our part. We would, of course, get payment to the town of Fort Frances in a timely manner, if it is your decision to grant us this request. Thank you for your consideration.

Sincerely, on behalf of our family

Nancy Boyd (POA for Lila Weir)

Nancy Boyd

March 22, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Letter dated February 21, 2017 – Ducks Unlimited Signage

Council received a request from the Fort Frances Chapter of Ducks Unlimited to partner in the replacement and expansion of the informational signage along the LaVerendrye Parkway. A number of years ago Ducks Unlimited partnered with the Town to erect three signs providing information on local waterfowl or other animals that may be encountered while walking along the water front along the first phase of that development. Over the years these signs have degraded and are in need of replacement. The current signs are supported on two pressure treated wooden 4x4 posts.

Ducks Unlimited is looking to replace the original signs incorporating the Town of Fort Frances and Ducks Unlimited Logos and further for the Town to grant permission to erect new signage along the entire walkway. Ducks Unlimited would design and obtain the signs as well as the stands and is asking the Town to complete the installation. The project, depending on costs, may be spread over a number of years to complete the entire walkway length. Erection of signs similar to those currently installed would be simple and given that the Town currently provides labour and materials to complete the installation of memorial benches along the waterfront, this installation would be considered similar. The works would be completed by either the Public Works or Parks and Cemeteries crews in the summer season.

The requirements imposed would be that the Town be involved in the final design of the sign structure to ensure that the installation would suit the location and not be onerous in nature; and further that the location of the signs be mutually agreed upon between Ducks Unlimited and the Town of Fort Frances.

Administration recommends the following

1. That the Town partner with Ducks Unlimited in the replacement and expansion of the current informational signage along the LaVerendrye Parkway.
2. That the sign structure be reviewed and approved by the Town prior to purchasing/construction
3. That the location of the signs be at mutually agreed upon locations through the length of the walkway.

Respectfully Submitted,



Travis Rob, EIT
Manager of Operations and Facilities

Council approval of this report will ensure:

- 1. That the Town partner with Ducks Unlimited in the replacement and expansion of the current informational signage along the LaVerendrye Parkway.**
- 2. That the sign structure be reviewed and approved by the Town prior to purchasing/construction**
- 3. That the location of the signs be at mutually agreed upon locations through the length of the walkway.**

2017MarchDUSignageRequest

Town

From: Fort Frances Ducks Unlimited <fortfrancesducksunlimited@gmail.com>
Sent: February-21-17 9:45 PM
To: Town
Subject: Ducks Unlimited Waterfront Signage

Mayor and Members of Council,

Ducks Unlimited is celebrating its 80th anniversary in Canada, and after a year away, plans are being made to bring back the Fort Frances Ducks Unlimited Fundraising Banquet this May. Since 1985, the Fort Frances Ducks Unlimited Fundraising Banquet has raised over \$760,000 for wetlands conservation in Canada. Despite being a small community, in recent years Fort Frances was consistently one of the Top-20 fundraising events in Ontario.

A number of years ago, Ducks Unlimited Canada and the Town of Fort Frances partnered to install three panels on the Laverendrye Parkway walking paths. The idea behind these panels was to provide information about different species of waterfowl or other animals that may be observed along the walkway. As such, the three installed panels provide information on the common goldeneye, common loon, and bufflehead. Unfortunately over time these panels have fallen into a state of disrepair.

Ducks Unlimited is proposing a two-part project.

First, the existing panels will be replaced. Ducks Unlimited will design the panels, which will contain similar information on these three species, as well as the world-famous Ducks Unlimited "duck head" logo, and the Town of Fort Frances logo. Ducks Unlimited will seek out a local service provider to create the physical signage. The Town of Fort Frances would be responsible for providing installation of the new panels.

Second, Ducks Unlimited is seeking permission from the Town of Fort Frances to expand the number of panels along the waterfront. As the original idea of the project was to provide information about the various species one might encounter along the Laverendrye Parkway, additional signage should be incorporated in the project providing information on other species such as mallards, Canada geese, wood ducks, pelicans, and more. The new signs would extend along the walkway at regularly-spaced intervals along Front Street/Colonization Road. Depending on cost, the project may be extended over a number of years. Ducks Unlimited would be responsible for content design and fabrication of the signage and stands. The Town of Fort Frances would donate the space as well as installation of the signage.

This project will serve to provide educational information to users of the Laverendrye Parkway, visibility to Ducks Unlimited Canada in the Town of Fort Frances, and will position the Town as a partner with one of Canada's best-known environmental organizations. I look forward to discussing this proposal with you further.

Yours in Conservation,

Charles Fisher
Ducks Unlimited Fort Frances Chapter

March 22, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations & Facilities

RE: Award of Tender 17-OF-03 – Supply and Deliver 1 Half-ton Two-wheel Drive 4-Door Pick-up Truck

As you are aware the approved 2017 capital budget included the purchase of one ½ ton pick-up truck for the Parks Area. The total approved capital budget is \$42,000.00. Tender packages were hand delivered on February 16, 2017 to the local dealers (Dodge, GMC and Ford). The tender call was advertised on February 16 and 23, 2017 in the Fort Frances Times with the tender closing on Tuesday, March 14th, 2016 at 2:00 p.m. The tender documents and specifications were developed to be generic in nature to ensure all three (3) main truck manufacturers (Dodge, GMC and Ford) could meet the specifications and that the Town could select the low tender.

There were 3 tenders submitted from 3 different suppliers and all three of the pick-up trucks tendered did not meet all the tender specifications. The below table outlines the tender results and details where each tendered pick-up truck did not meet the specifications

	Sunset Country Ford	MacDonald Motors	West End Motors Inc.
Unit Price	\$ 29,807.00	\$ 31,197.00	\$ 31,500.00
HST	\$ 3,874.91	\$ 4,055.61	\$ 4,095.00
Total	\$ 33,681.91	\$ 35,252.61	\$ 35,595.00
Net Cost to Town	\$ 30,331.60	\$ 31,746.07	\$ 32,054.40
Difference from low bid		\$ 1,414.46	\$ 1,722.80
Compliance with Tender Specifications	NO: service manual for rent, body not all steel - military grade aluminum, service manual not included, available for rent on-line, no undercoating	NO: body not all steel, service manual unavailable, no line/chassis card	NO: Body not all steel (aluminum hood), no shop/owner's manuals

Total Budget	\$ 42,000.00	\$ 42,000.00	\$ 42,000.00
Total Cost to Town	\$ 30,331.60	\$ 31,746.07	\$ 32,054.40
Savings	\$ 11,668.40	\$ 10,253.93	\$ 9,945.60

The bid submission from Ford stated no front mounted tow hooks but referenced additional information which was not included in the bid submission. Upon clarification the truck cannot be ordered with tow hooks from the factory, however OEM hooks will be ordered and installed upon arrival prior to pickup by the Town. In general all of the bid submissions had similar non-compliance areas.

It is, therefore, the recommendation of the Operations and Facilities Executive Committee that tender 17-OF-03 be awarded to Sunset Country Ford for a purchase price of \$29,807.00 plus applicable taxes.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Travis Rob', with a stylized flourish at the end.

Travis Rob, EIT

Manager of Operations and Facilities

Council Approval of this report will agree to the Operations and Facilities Executive Committee that tender 17-OF-03 be awarded to Sunset Country Ford for a purchase price of \$29,807.00 plus applicable taxes.

2017MarchTruckTender17-OF-03

March 22, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Geospatial Data Share Agreement with Fire Underwriters

Please find attached a report prepared by Trisha Law, GIS Expert outlining all the background information and the request from the Fire Underwriters for certain portions of the Town's Geospatial Data

It is our understanding that the geospatial data is going to be utilized by this firm to provide mapping to be utilized by insurance companies to determine the level of fire protection provided to dwellings and businesses within the Town of Fort Frances. The cost for the data being requested, as outlined in the 2017 User Fee By-Law, would be \$1148.64 plus HST

The O & F executive committee recommends that the Town enter into a geospatial data license agreement with Fire Underwriters where the Mayor and Clerk be authorized to bind the Corporation of the Town of Fort Frances.

Respectfully Submitted



Travis Rob, EIT

Manager of Operations and Facilities

Council Approval of this report will agree to the recommendation of the Operations and Facilities Executive Committee that the Town enter into a geospatial data license agreement with Fire Underwriters where the Mayor and Clerk be authorized to bind the Corporation of the Town of Fort Frances.

2017MarchFireUnderwritersGISData

March 14, 2017.

Report To: Travis Rob, O&F Manager

From: Trish Law, GIS Expert

SUBJECT: Data Request from Fire Underwriters

Since November 25th, 2016, Public Works has been working with the Fire Department to complete the Fire Underwriters Survey for Fort Frances, under which data has been collected to be used to update the online Canadian Fire Insurance Grading index for Fort Frances. On February 24th, 2017, I was contacted by Fire Chief Moffitt via email to request the Town's GIS hydrant information to be forwarded to David Wilson at the Fire Underwriters Survey. A copy of the Town of Fort Frances Geospatial Data Share Agreement was forwarded to the Fire Underwriters Survey at that time. Signed agreement was received on March 14, 2017.

The data currently being requested from the Town for use by the Fire Underwriters Survey is base map with addresses, fire hydrants, water mains and mainline water valves. The cost of layers requested is 4 @ 287.16 plus HST for the vector data (each layer of base map with addresses, watermain, mainline valves and fire hydrants), for a total of \$1148.64 plus HST.

For references purposes, this is a listing of current Geospatial License Agreements with the Town:

- Ministry of Natural Resources (2009, 2010) - \$0 data exchange
- Union Gas (2009) - \$0 data exchange
- Rainy River District OPP (2009) - \$0 through Community Services
- Centra Transmission Holdings Inc./EFG (2010) - paid \$1071.00 (including HST)
- Hilderman Thomas Frank Cram (2010) - \$0 working for TOFF
- Hynde Paul Planners/Quartek (2010) - \$0 working for TOFF
- KGS Group, Winnipeg (2010) - \$0 working for TOFF
- Neegan Burnside (2011) - paid \$3809.68 (including HST)
- rePlan (2014) - \$0 fees waived for newGold development
- Vastamaki Consulting Service (2014) - \$0 working for FFPC
- Saulteaux Consulting and Engineering (2014) - \$0 working for FFPC
- Rainy River District Stewardship (2015) - \$0 tree inventory
- Rainy River District School Board (2015) - \$0 partner for tree inventory
- GISbiz (2016) - \$0 working for FFPC
- TBAYTEL/Telecon - paid \$639.40 (including HST)

After consideration of this request, I recommend the Town entering into a Geospatial Data License Agreement with the Fire Underwriters Survey for the requested data. As the Fire Underwriters are not a contractor working directly for

the Town of Fort Frances, I also recommend that the data be provided at cost set forth in the current User Fees by-law.

Respectively Submitted,

A handwritten signature in blue ink that reads "Trisha Law". The signature is written in a cursive, flowing style.

Trisha Law, MGIS
GIS Expert

Town of Fort Frances Geospatial Data License Agreement

THIS AGREEMENT made to be effective this 9th day of March 2017
(Day) (Month) (Year)

BETWEEN:

THE CORPORATION OF THE TOWN OF FORT FRANCES
("The Town of Fort Frances")

- and -

Fire Underwriters Survey
("Licensee")

WHEREAS The Town of Fort Frances has produced digital imagery and infrastructure data within the limits of The Town of Fort Frances (hereinafter referred to as Licensed data). The Town of Fort Frances is the owner of the intellectual property rights of the Licensed data addressed by the terms and conditions set forth in this Agreement.

AND WHEREAS the Licensee has requested a license from The Town of Fort Frances permitting the Licensee to utilize The Town of Fort Frances' digital mapping products and information (Licensed data), on the terms and conditions set forth in this agreement.

AND WHEREAS The Town of Fort Frances agrees to provide the Licensee with a non-exclusive, non-assignable & non-transferable perpetual license to utilize the digital mapping products and information (Licensed data) based upon the terms and conditions set forth in this Agreement;

THEREFORE, in consideration of the mutual benefits to be realized under this agreement, the parties hereto agree as follows:

1. Permitted use: The Licensee shall not lease, sell, sublet, distribute, transfer or assign the Licensed data or any derivatives, enhanced products or hard copy products created from the Licensed data to any other person or organization without the expressed written consent of The Town of Fort Frances. This includes the right of use or partial use of the Licensed data. Failure to adhere to this will result in the termination of the License Agreement.

2. Copies: The Licensee may only make one copy of the Licensed data for back-up purposes only and not for use by any other person or organization. This back up shall only be used if a problem occurs with the original data. The Licensed data may be used in more than one computer at one time, provided all computers are solely owned and operated by the Licensee.

3. Licensed data: All Licensed data is in ESRI shapefile format, with the exception of the digital aerial photography. The coordinate system is UTM Zone 15N, NAD83. The Town of Fort Frances may consider, but shall not be obliged to provide the Licensed Data in other GIS or digital file formats as may be requested by the Licensee for its mapping system requirements.

4. Maintenance: The data licensed from The Town of Fort Frances is licensed for the Licensee's use only, not for resale or exchange with other parties. Licensed data is distributed "AS IS" on a one-time basis and The Town of Fort Frances is under no obligation to inform the Licensee of any changes, updates or alterations to the data. The Licensee will not receive any updated data, unless a new license request is made. Available data is in "raw" format and is not a finished map product.

5. Reserved Rights: The Town of Fort Frances shall retain all rights, title and interest to the Licensed data in all formats, languages and media. This includes copyrights, intellectual property, all other proprietary rights and the right to license the digital data covered by this Agreement to other users. The Licensed data shall continue to be the exclusive property of the Town of Fort Frances.

6. Copyright: Any paper or hard copy products derived from the Licensed data shall clearly indicate the source of the Licensed data and its copyright. If the data is modified in any way, this must be described with the source information. The Licensee agrees to not misrepresent The Town of Fort Frances Licensed data, nor imply that The Town of Fort Frances has approved any changes made by the Licensee, unless the Town of Fort Frances has granted expressed written permission.

7. Warranty: The Town of Fort Frances makes no warranty, expressed or implied, to the use of the Licensed data. Use of the Licensed data is done at the user's own risk and The Town of Fort Frances shall not be liable for any problems; including financial or business loss, the fitness of the Licensed data with other datasets, installation of the Licensed data and or any foreseeable or unforeseeable damages which may result from the use of the Licensed data.

8. Data Delivery: Orders for Licensed data sets do not have priority over other projects and work demands of The Town of Fort Frances Engineering Department. Significant delays may occur in such instances as staff shortages or schedule constraints. All efforts will be made to prepare and distribute Licensed data in a timely fashion. The Town of Fort Frances assumes no liability for shipping costs incurred, nor any damage to the Licensed data that may occur during shipping. The standard method of data delivery will be CD (Compact Disc).

9. Fees: The Town of Fort Frances licenses use of the Licensed data set in consideration of payment by the Licensee of the appropriate fee set out in the

current Schedule of Fees for the Town of Fort Frances and as illustrated in the attached price schedule. Fees paid are non-refundable. Data exchanges between the Licensee and The Town of Fort Frances will be considered.

10. Termination: The Town of Fort Frances may terminate this Agreement at any time, for any reason. Any violation of the license renders it null and void. This agreement will terminate automatically, without notice, if the Licensee fails to comply with any of the terms of this agreement. The Licensee may elect to terminate this Agreement at any time. Licensee user rights expire on the revocation of this license. Any and all copies of the Licensed data must be returned to The Town of Fort Frances within 30 days from the date this license expires or immediately if the license is revoked.

11. Third-Party Requests: If the Licensee receives a third party request for the Licensed data, the Licensee shall provide The Town of Fort Frances' contact information to the third party.

12. The terms of this agreement shall be in force from the date of execution or delivery of the Licensed Data, whichever is the later, and shall continue unless terminated under the provisions of this Agreement.

13. This Agreement constitutes the entire agreement and understanding of both parties as to the scope of this license and supersedes any and all prior agreements, warranties, understandings, discussions, negotiations and commitments, either written or oral, expressed and or implied between them.

14. Amendments to this agreement, be it the terms or provisions, must be elected in writing and signed by both parties.

15. This Agreement shall be subject to and interpreted in accordance with the Laws of the Province of Ontario.

16. This agreement is binding to both parties but does not constitute a relationship of partnership, or joint venture between the two parties.

Town of Fort Frances

By (Signature): _____

I have the authorization to bind the Corporation

Position/Title: _____

Name (Print): _____

Date: _____

By (Signature): _____

I have the authorization to bind the Corporation

Position/Title: _____

Name (Print): _____

Date: _____

***Please be advised that all agreements must be discussed with the Engineering Department (GIS) prior to signing.*

LICENSEE

By (Signature): _____

I have the authorization to bind the Corporation

Position/Title: Vice President

Name (Print): Michael Currie

Date: March 9, 2017

By (Signature): _____

I have the authorization to bind the Corporation

Position/Title: _____

Name (Print): _____

Date: _____

DATA LICENSE INFORMATION:

Data Available:

Infrastructure (separate layers): Sanitary Sewer manholes and mains; Storm Sewer manholes, catch basins, and mains; Water Distribution System mains, hydrants, and mainline valves; Road centre lines

Base Data: base map (with or without addresses), aerial photography (colour, April 2007, .ecw format only)

Data Requested:

Water Distribution System mains, hydrants, and mainline valves;

Data Delivery Type:

☐ CD (mail) ☒ Digital transfer (email) ☐ hard copy (paper)

Disclaimer: Please be advised that the GIS data within The Town of Fort Frances' database is in a constant state of update. Every effort has been made to ensure that the Licensed data is the most current, updated version.

2017 Fee Schedule:

Hard Copy Maps: 8 1/2" X 11" - \$5.74; 11" X 17" - \$11.49; 24" X 36" \$28.71

Digital Aerial Photography: \$1148.67 (.ecw format only)

Shapefiles: \$287.16 per infrastructure shapefile layer
\$287.16 – base map

*prices do not include applicable H.S.T.

March 22, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Funding Agreement with Automotive Materials Stewardship

Over a number of years the funding model surrounding the Municipal Hazardous and Special Waste (MHSW) Collection Events has been evolving. At first all material funding was provided through Stewardship Ontario; in 2015 Council entered into a funding agreement with Product Care Association for the funding of certain materials. The overall goal of this shift is to get to a point where the producers of these products are paying for the true costs to collect and recycle these products at end of life.

In 2017 the next phase of this shift is for the automotive materials to be funded through a new organization, Automotive Materials Stewardship (AMS). These materials include coolant, coolant containers, oil containers and oil filters. If council chooses to host an event in 2017, the quantity of these materials collected will be reported to AMS for payment. Attached to this report is a copy of the letter from Stewardship Ontario outlining the transition to the AMS program.

Administration recommends the following

1. That the Town enter into an agreement with Automotive Materials Stewardship for the funding of the collection of automotive products at the annual MHSW Event.
2. That the Mayor and Clerk be authorized to execute the agreement with Automotive Materials Stewardship.

Respectfully Submitted



Travis Rob, EIT

Manager of Operations and Facilities

Council Approval of this report will ensure the following:

1. That the Town enter into an agreement with Automotive Materials Stewardship for the funding of the collection of automotive products at the annual MHSW Event.
2. That the Mayor and Clerk be authorized to execute the agreement with Automotive Materials Stewardship.

2017MarchAMSFundingAgreement

March 1, 2017

Dear municipal partner,

On April 1, 2017, Automotive Materials Stewardship (AMS) will commence operations of the industry stewardship plan (ISP) for the management of used oil filters, used oil containers, used antifreeze and its containers (Automotive Materials). Stewardship Ontario and AMS have been working together to ensure the transition of the management of these materials to AMS occurs with minimal disruption to residents and service providers, including municipalities.

As part of the transition, Stewardship Ontario will no longer have any payment obligations to municipalities for the management of Automotive Materials following March 31, 2017. Any reporting obligations with a service date prior to April 1, 2017 will need to be reported to Stewardship Ontario.

Municipalities that have been managing Automotive Materials under the Orange Drop program will be offered the opportunity to participate in the AMS program as of April 1st. AMS will contact municipalities by March 10, 2017 to provide a new services agreement for the management of Automotive Materials. The agreement is based on the current MHSW services agreement between municipalities and Stewardship Ontario.

Municipalities will not receive any payments from AMS for the collection of Automotive Materials from events or depots until the new services agreement is executed; however, once executed, AMS will retroactively pay the municipality for services rendered as of April 1, 2017 provided the municipality is in compliance with the terms of the agreement (e.g. reports have been submitted to AMS on time).

AMS will manage the transportation and processing of Automotive Materials collected at depots through the Automotive Incentive Program, in the same manner they were managed under the Orange Drop program. These services will be available to municipalities as of April 1st, even if the new services agreement has not been executed.

Next steps:

AMS will provide municipalities with the services agreement and further information on the transition process, including how municipalities will complete their event services reports.

Stewardship Ontario wants to take this opportunity to thank you for your participation in the MHSW Program, and for continuing to play a central role in successfully recycling Automotive Materials in Ontario.

Should you have any questions please contact Cynthia Hyland chyland@stewardshipontario.ca.

With thanks,



Cullen Hollister
Director of Operations
Stewardship Ontario



David Pearce
Operations Officer
Automotive Materials Stewardship

MUNICIPAL AUTOMOTIVE MATERIALS SERVICES AGREEMENT

THIS AGREEMENT is made as of the 1st day of April, 2017 (the “**Effective Date**”).

BETWEEN:

AUTOMOTIVE MATERIALS STEWARDSHIP INC. (“AMS”)

- and -

THE CORPORATION OF THE TOWN OF FORT FRANCES (“MUNICIPALITY”)

collectively, the “Parties”

*Reporting Contract #:*_____

WHEREAS:

- A. By letter received by Waste Diversion Ontario December 12, 2006, the Minister of the Environment for the Province of Ontario required Waste Diversion Ontario (“WDO”) to develop a waste diversion program for municipal hazardous or special waste (“MHSW”) and that Stewardship Ontario (“SO”) act as the Industry Funding Organization (“IFO”) for the program;
- B. SO, at the direction of and in cooperation with Waste Diversion Ontario, developed a municipal hazardous or special waste program plan for 9 materials (the Phase 1 materials), which was approved for implementation by the Minister of the Environment by letter dated February 19, 2008;
- C. SO and the Municipality entered into an agreement concerning the provision of certain services by the Municipality to SO concerning the Phase 1 materials.
- D. On May 31, 2016, in accordance with Section 34 of the *Waste Diversion Transition Act, 2016*, AMS submitted an Industry Stewardship Plan (“ISP”) for Automotive Materials (as defined in Section 1.2)
- E. On August 10, 2016, WDO approved the AMS ISP for Automotive Materials pursuant to the provisions of Section 34 of the *Waste Diversion Act, 2002*.
- F. On November 30, 2016, the *Waste-Free Ontario Act, 2016* was proclaimed and replaced the *Waste Diversion Act, 2002*

- G. On November 30, 2016, the Resource Productivity and Recovery Authority (the “Authority”) was proclaimed as part of the new Waste-Free Ontario Act, 2016, replacing the WDO.
- H. On December 20, 2016, the Authority designated April 1, 2017 as the effective date of the ISP for Automotive Materials.
- I. AMS and the Municipality wish to enter into a new agreement concerning the provision of certain services by the Municipality to AMS concerning Automotive Materials.

NOW THEREFORE in consideration of the premises, the parties hereto agree as follows:

1.0 Definitions and Interpretation

- 1.1. Terms beginning with capital letters and used herein without definition shall have the meanings given to them in either the *Waste Diversion Transition Act, 2016* (Ontario) or the *Municipal Act, 2001* (Ontario), as the case may be unless otherwise specified.
- 1.2. In this Agreement:
- (a) **“Agreement”** means this Agreement and includes all schedules and amendments thereto;
 - (b) **“Automotive Materials”** means the following designated waste materials designated as Phase 1 in the Minister’s program request letter to Waste Diversion Ontario received on October 25, 2010 and as may be further defined by the Minister from time to time:
 - Antifreeze, and the containers in which it is contained
 - Containers that have a capacity of 30 litres or less and that were manufactured and used for the purpose of containing lubricating oil
 - Oil filters – after they have been used for their intended purpose
 - (c) **“Business Day”** means Monday through Friday, excluding statutory holidays and any other day that the Government of Ontario has elected to be closed for business;
 - (d) **“Claims Submission”** means submission to AMS of data required to validate claim for payment;
 - (e) **“Collection Services”** means all the activities, including those conducted at Events and Depots operated by or on behalf of the Municipality, for the purpose of receiving, classifying, packing, storing and transferring Automotive Materials onto transportation vehicles, including the manifesting of the Automotive Materials prior to transportation away from the Event or Depot;
 - (f) **“Depot”** means a collection and transfer facility/location operated by or on behalf of the Municipality for receiving Automotive Materials from the public and/or Exempt Small Quantity IC&I Generators and transferring same to transporters for processing or recycling;
 - (g) **“Diversion Report”** means invoices, Automotive Material tonnage reports, or other such documents as may reasonably be required by AMS from time to time for the validation of Claims Submissions;
 - (h) **“End Processor”** means a Service Provider that processes collected Automotive Materials;
 - (i) **“Event”** means a one-day or other collection event, operated by or on behalf of a municipality to collect, pack, transport, weigh, and process Automotive Materials from the public and/or Exempt Small Quantity IC&I Generators;

- (j) **“Exempt Small Quantity IC&I Generator”** means a business that is not required to submit a Generator Registration Report with respect to Automotive Materials under subsection 18 (1) of Regulation 347, made under the *Environmental Protection Act* (Ontario), as amended from time to time;
- (k) **“FOB”** means free on board;
- (l) **“Generator”** means the final user who generates waste which will be reused, recycled or disposed;
- (m) **“Manifesting”** means those activities associated with preparing a manifest for Post-Collection Services in accordance with Regulation 347 made under the *Environmental Protection Act* (Ontario);
- (n) **“Member Associations”** means representatives from the Regional Public Works Commissioners of Ontario, the Association of Municipalities of Ontario, and the Municipal Waste Association;
- (o) **“Minister”** means the Minister of the Environment for the Province of Ontario;
- (p) **“Municipal Services”** means the Collection Services and/or Post-Collection Services provided by the Service Provider;
- (q) **“Packing Standards”** means the Waste Packing Protocols listed in Schedule “D” as amended by AMS from time to time;
- (r) **“Post-Collection Services”** means the management of Automotive Materials after delivery of such Automotive Materials to a transportation Service Provider FOB the Event or Depot location, including but not limited to transportation of Automotive Materials from Events and Depots, consolidation, sorting, weighing, processing, recycling, and safe disposal of residual waste and other post-collection waste management activities;
- (s) **“Service Provider”** means the Municipality and/or a commercial party that provides Municipal Services to AMS or the Municipality as the case may be; and
- (t) **“WeRecycle Portal”** means AMS’s online system for uploading Claims Submissions.

2.0 Municipal Services

2.1. This Agreement is for three different service location types for the provision of Municipal Services by the Municipality to AMS. These are as follows:

- (a) Depot
 - (i) The Municipality or the Municipality’s Service Provider provides Depot Collection Services for Automotive Materials. AMS pays the Municipality an hourly rate for the Collection Services of Automotive Materials.

- (ii) Automotive Materials are to be separately sorted by material as per Packing Standards by the Municipality at its Depots and made ready for pick-up by approved Automotive Incentive Program (“AIP”) transporters.
- (b) Event
 - (i) The Municipality or the Municipality’s Service Provider provides Event Collection Services for Automotive Materials. The Municipality may combine Events with other activities, including collection of non-Automotive Materials. AMS pays the Municipality a cost per tonne of Automotive Materials as per Schedule “B” for the Collection and Post-Collection Services.
- (c) Event (and transportation to Depot)
 - (i) The Municipality or the Municipality’s Service Provider provides Event Collection Services for Automotive Materials and transports the collected Automotive Materials to a Depot. AMS pays the Municipality a cost per tonne.
 - (ii) Automotive Materials are to be separately sorted by material as per Packing Standards by the Municipality at its Depots and made ready for pick-up by AIP transporters.

For the purpose of this Agreement, AMS and the Municipality have agreed that the service location types marked with an “X” below will be the ones under which the Municipality will provide Municipal Services to AMS.

- ☐ Depot
- ☒ Event
- ☐ Event (and transportation to Depot)

- 2.2. AMS and Municipality may agree in writing at any time to change the service location type under which Municipality is providing Municipal Services to AMS herein to the other service location type listed or to add another service location type and this Agreement shall be deemed to have been amended accordingly.

3.0 Price and Payment

3.1. Price

- (a) Municipal Services – Depot. AMS will pay for Municipal Services provided by the Municipality as follows:
 - (i) AMS will pay the Municipality the hourly rate as set out in Schedule “B” for the Total Reimbursable Hours of Operation as specified in Schedule “A” for the Collection Services.
 - (ii) Post-Collection Services for Automotive Materials collected at Depots will be paid directly to Service Providers by AMS as part of the AIP.

- (b) Municipal Services - Event. AMS will pay for Municipal Services provided by the Municipality as follows:
 - (i) AMS will pay the Municipality an amount per tonne as set out in Schedule “B” for the Collection Services and Post-Collection Services for each of the approved Events that are submitted as outlined in Schedule “A”. The actual weight of the Automotive Materials as determined by the Service Provider providing the Post-Collection Services will be used.
- (c) Municipal Services – Event (and transportation to Depot). AMS will pay for Municipal Services provided by the Municipality as follows:
 - (i) AMS will pay the Municipality an amount per tonne as set out in Schedule “B” for the Collection Services and transportation of Automotive Materials to a Depot for each of the approved Events that are submitted as outlined in Schedule “A”. The actual weight of the Automotive Materials as determined by the Service Provider providing the Post-Collection Services will be used.
 - (ii) Post-Collection Services for Automotive Materials collected at Events and transported to Depots will be paid directly to Service Providers by AMS as part of AIP.

3.2. Payment

- (a) Municipal Services – Depot.
 - (i) For Depot Collection Services payable pursuant to Section 3.1(a)(i), AMS will pay the Municipality pursuant to this Agreement within thirty (30) days of the end of each calendar month.
- (b) Municipal Services - Event.
 - (i) To receive payment for Event Collection Services and Post-Collection Services, the Municipality must upload a Claims Submission via the WeRecycle Portal and send AMS a copy of the shipping manifest(s) and Diversion Report(s) from the End Processor with respect to the Automotive Materials. The Claims Submission is to be submitted by Municipality to AMS within thirty (30) days of Municipality receiving the related Diversion Report(s) but no later than the end of the following calendar quarter. AMS will validate the Claims Submission with the Diversion Report(s) received from Municipality within thirty (30) days of receipt and AMS will pay the Municipality pursuant to this Agreement within thirty (30) days of the date on which AMS determines the claim to be correct and accurate. If any errors or omissions are found, AMS will issue a payment adjustment and AMS may require a corrected Claims Submission from the Municipality.
- (c) Municipal Services – Event (and transportation to Depot).
 - (i) To receive payment for Event Collection Services and transportation of Automotive Materials to a Depot, the Municipality must upload a Claims Submission via the WeRecycle Portal and send AMS a copy of the shipping

manifest(s) with respect to the Automotive Materials. The Claims Submission is to be submitted by Municipality to AMS within thirty (30) days of Municipality receiving the related manifest(s) but no later than the end of the following calendar quarter. AMS will validate the Claims Submission with the manifest(s) received from Municipality within thirty (30) days of receipt and AMS will pay the Municipality pursuant to this Agreement within thirty (30) days of the date on which AMS determines the claim to be correct and accurate. If any errors or omissions are found, AMS will issue a payment adjustment and AMS may require a corrected Claims Submission from the Municipality.

- 3.3. Municipality will provide any additional back-up/supporting information reasonably requested by AMS to verify the accuracy of the Claims Submissions from time to time.
- 3.4. The Municipality will not charge residential Generators of Automotive Materials for collection of Automotive Materials at its Depots or Events.
- 3.5. Late Submission Penalties
 - (a) AMS may reduce amounts payable under Claims Submissions which are not submitted to AMS within the time periods set out in section 3.2 (b) and (c) by five (5%) per cent per month.
 - (b) AMS will have no responsibility to pay and Municipality will forfeit the right to claim for, any Claim Submission in respect of a calendar year which is not received by AMS by January 31 of the following calendar year.

4.0 Term

- 4.1. This Agreement will commence on the Effective Date and its initial term will continue until the expiry of a three (3) year period following the Effective Date. The initial term and any such additional term or terms are herein referred to as the "Term".

5.0 Title and Compliance with Laws

- 5.1. Title to all Automotive Materials collected by Municipality at Events and Depots will belong to Municipality from the time of collection until transfer of the collected Automotive Materials to an approved AIP transporter. At no time will AMS have title to Automotive Materials unless handled directly by AMS employees. Any contract entered into between Municipality and a transporter or an End Processor for Automotive Materials must provide that title transfers in accordance with the Transporter and Processor Standards found on the AMS website at www.automotivematerialsstewardship.ca, as amended from time to time.
 - (a) Notwithstanding the foregoing, if the Municipality operates a reuse program for any Automotive Materials, title to the Automotive Materials being reused shall transfer to municipality one (1) second prior to being given to the person or entity requesting it for reuse purposes.

- 5.2. In performing the Municipal Services hereunder, Municipality represents and warrants that it will at all times, and will require its service providers to, have all Certificates of Approval (also known as an Environmental Compliance Approval), and any other approvals required and that it will otherwise comply at all times and require its service providers to comply, with all applicable laws, regulations and requirements of any governmental authority having jurisdiction, including without limitation the Ontario Ministry of the Environment and the Ontario Ministry of Labour.

6.0 AMS Policies, Standards and Guidelines

- 6.1. AMS may develop or propose amendments, from time to time, to policies, standards and guidelines relative to the provision of Municipal Services. AMS will endeavour to provide the Member Associations sufficient time to comment on the proposed amendments for the purposes of reaching consensus in support of implementing the proposed amendments, and for clarifying potential impacts to the Municipality.
- 6.2. The AMS Collection Site Standards in effect at the time of entering into this Agreement are included in Schedule "D" for convenience.
- 6.3. Municipality will use best efforts to comply with, and will require that any of its contractors supplying Municipal Services use best efforts to comply with, the provisions of all such policies, standards and guidelines as they pertain to the provision of the Municipal Services. AMS will communicate any new or amended such policies, standards and guidelines to Municipality via email and will post copies of such new or amended policies, standards and guidelines on AMS's website as they are developed.
- 6.4. Municipality may provide written notice within thirty (30) days of receiving such communication that it does not wish to comply with a new or amended policy, standard or guideline, and in the event that the Municipality provides such written notice either Party may exercise the termination provisions of 19.4(b).

7.0 Promotion and Education

- 7.1. Proper education and promotion of the proper end of life management of Automotive Materials is essential to the ISP's success. The Municipality will work cooperatively with AMS in undertaking such promotion and education activities with respect to the ISP for Automotive Materials and collection of the Automotive Materials as set out in Schedule "C" and as may otherwise be reasonably requested by AMS from time to time.

8.0 Indemnity and Insurance

- 8.1. Each party (the "Indemnifying Party") hereby indemnifies and saves harmless the other party (the "Indemnified Party") on its behalf and as trustee for, its respective directors, officers, contractors, employees and agent, from and against any and all manner of actions or causes of actions, damages (but not including consequential damages), costs, loss or expenses of whatever kind (including related legal fees on a full indemnity basis) which the Indemnified Party, its directors, officers, contractors, employees and agents may sustain, incur or be put to by reason of or directly or indirectly arising out of any breach of this Agreement by the other party or any wilful misconduct or negligence of the Indemnifying Party or any person for whom the Indemnifying Party is, at law, responsible, in relation to matters arising out of this Agreement.

- 8.2. The Municipality will, during the Term of the Agreement, self-insure, maintain at its expense and/or require any Service Provider to maintain at either the Municipality's or Service Provider's expense Comprehensive General Liability coverage with limits of not less than \$5,000,000 (five million dollars) per occurrence. For clarity, only the Municipality can self-insure.
- 8.3. The Comprehensive General Liability policy of insurance referred to in this section will include AMS as an additional insured.
- 8.4. Unless the Municipality wholly self-insures, the Municipality will deliver a copy of Certificate(s) of Insurance maintained by the Municipality or a Service Provider pursuant to this Agreement, upon the effective date of this Agreement, and annually upon renewal of the Municipality or Service Provider's insurance, naming AMS as an additional insured with the following language:
- "Automotive Materials Stewardship and its affiliated entities, officers, partners, directors, employees, representatives and agents are included as Additional Insureds for Comprehensive General Liability. Such coverage is primary and non-contributing."
- If the Municipality wholly self-insures, the Municipality will deliver a letter stating such self-insurance to AMS upon the effective date of this Agreement, and annually upon each automatic renewal of this Agreement.
- 8.5. The Certificate(s) of Insurance, referred to in subsection 8.4, must also provide that AMS will be provided with thirty (30) days advance written notice of cancellation, termination, non-renewal or material change.

9.0 Assignment

- 9.1. The Municipality may not subcontract or assign any of its rights or obligations under this Agreement or any part thereof without the prior written consent of AMS.
- 9.2. Notwithstanding subsection 9.1, the Municipality may assign any of its rights or obligations under this Agreement or any part thereof without the prior written consent of, but with written notice to, AMS:
- (a) from a Lower-tier Municipality to an Upper-tier Municipality or vice versa;
 - (b) to a municipal service board pursuant to sections 194 to 202 of the Municipal Act, 2001, as amended; or
 - (c) to a municipal business corporation pursuant to section 203 of the Municipal Act, 2001, as amended

10.0 Notices

Any notice, request, demand or other instrument or communication herein provide, permitted or required to be given by either AMS or the Municipality will be in writing and sufficiently given if delivered personally, by facsimile transmission or other electronic means of written communication tested prior to transmission to the extent such testing is

available (unless otherwise expressly provided herein) or if sent by registered mail to the following respective address hereinafter set out, namely:

Notices to AMS will be delivered to:

Operations Officer
Automotive Materials Stewardship
1 St. Clair Avenue West, Suite 701
Toronto, ON M4V 1K6

Email: operations@autostewardship.ca

Notices to The Municipality will be delivered to:

Doug Brown, Operations & Facilities Manager
Fort Frances
320 Portage Avenue
Fort Frances, ON P9A 3P9

Email: dbrown@fort-frances.com

Any such notice if delivered personally, by facsimile transmission or by other electronic means will be conclusively deemed to have been given on the day of personal delivery, or facsimile transmission or electronic communication (and if after 5 p.m. E.T. the next following Business Day), or if mailed as aforesaid, will be conclusively deemed to have been received on the fifth (5th) business day following the day on which such notice is mailed as aforesaid (except during a postal strike in which case such notice shall be delivered via courier). Either party may, at any time, give written notice to the other of any change of address (postal and/or email) of the party giving such notice and from and after the giving of such notice the address therein specified shall (in the absence of knowledge to the contrary) be deemed to be the address of such party for the giving of notices thereafter.

11.0 No Partnership or Joint Venture

- 11.1. This Agreement does not create and will not in any circumstances create or be deemed to create a partnership or joint venture between the parties. For all purposes Municipality will be an independent contractor.

12.0 Severability

- 12.1. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, illegal or unenforceable in any respect, such determination will not impair or affect the validity, legality or enforceability of the remaining provisions hereof, and each provision is hereby declared to be separate, severable and distinct. To the extent that any such provision is found to be invalid, illegal or unenforceable, the parties hereto will act in good faith to substitute for such provision, to the extent possible, a new provision with content and purpose as close as possible to the provision so determined to be invalid, illegal or unenforceable.

13.0 Amendment and Waivers

- 13.1. No amendment or waiver of any provision of this Agreement will be binding on any party unless consented to in writing by such party. No waiver of any provision of this Agreement will constitute a waiver of any other provision, and no waiver will constitute a continuing waiver unless otherwise provided.

14.0 Further Acts

- 14.1. Each party will execute all such documents and do all such other acts and things as may be necessary or desirable from time to time in order effectively to carry out the provisions of this Agreement and will not to take any action, or omit to take any action, that would constitute a breach of this Agreement.

15.0 No Third Party Beneficiaries

- 15.1. No person or entity which is not a party hereto will have any rights or obligations pursuant to this Agreement or be permitted to place any reliance on anything in this Agreement or on the continuation of this Agreement.

16.0 Counterparts and Facsimile

- 16.1. This Agreement may be executed in counterparts, and may be transmitted by facsimile or secure electronic document (PDF) each of which will constitute an original and all of which taken together will constitute one and the same instrument.

17.0 Force Majeure

- 17.1. In the event that either party hereto is delayed or hindered in the performance of any act required herein by reason of Acts of God, riots, insurrection, war or other reasons of a like nature not the fault of such party (an "Event of Force Majeure"), then the performance of such act will be excused for the period of the delay and the period for performance of any such act will be extended for a period equivalent to the period of such delay. The party whose performance of this Agreement is or may reasonably be expected to be affected by an Event of Force Majeure will promptly notify the other party of the existence of such circumstances and will use its best efforts to resume and complete performance. Whenever a party is reasonably certain that such an Event of Force Majeure is likely to occur, it will notify and consult with the other party as soon as practicable. All time periods for the performance of obligations hereunder will be extended by a period corresponding to the time period of any delay caused by the occurrence of an Event of Force Majeure.

18.0 Dispute Resolution

- 18.1. All disputes arising out of in connection with this Agreement, or in respect of any legal relationship associated with or derived from this Agreement, that cannot be resolved within thirty (30) days by a senior representative of each party, will upon written notice by any party to the others be arbitrated and finally resolved by one (1) arbitrator qualified by education, experience or training to render a decision upon the issues in dispute and who has not previously been employed by any party or any of their affiliates, and does not have a direct or indirect interest in any party or the subject matter of the arbitration.

Such arbitrator will either be mutually agreed upon by the parties within thirty (30) days after written notice from any party requesting arbitration or, failing agreement, the Resource Productivity and Recovery Authority may appoint the arbitrator on behalf of the Parties after receiving written submission from both.

19.0 Termination

- 19.1. If, in the reasonable opinion of either party, there has been a breach of this Agreement by the other party (the “defaulting party”), the Municipality or AMS (the “party giving notice”) may give the defaulting party written notice to remedy the breach or default within sixty (60) days, failing which the Agreement may be terminated. In the event that the remedy of such breach reasonably requires more than sixty (60) days, the defaulting party will so advise the party giving notice forthwith and provide a revised timetable for remedying the breach. The party giving notice will notify the defaulting party in writing as to whether the revised time line is acceptable and, if it is, the revised time line to remedy such breach will apply.
- 19.2. On the date of termination neither party shall have any obligations, financial or otherwise, hereunder save and except for matters and payment obligations arising prior to the date of termination.
- 19.3. Either Party may terminate this Agreement for any reason whatsoever save and except for matters arising from sections 19.1 & 19.4, without cause, cost or penalty, save and except for matters arising prior to termination, upon providing the other Party with ninety (90) days prior written notice of its intention to terminate this Agreement.
- 19.4. Either Party may terminate this agreement immediately upon written notice to the other Party, except as expressly stated, if:
 - (a) Either Party assigns or subcontracts any of its rights or obligations under this Agreement or any part thereof except as expressly provided for herein; or
 - (b) the Municipality provides written notice that it will not comply with any new or amended policies, standards and guidelines developed by AMS as per section 6.1; or
 - (c) the Municipality fails to keep the terms of this Agreement confidential as per section 26.1, in such instances only AMS may terminate this agreement; or
 - (d) a receiver or trustee is appointed for any part of the assets of AMS; or
 - (e) the Industry Stewardship Plan Agreement between AMS and the Authority is terminated.

20.0 Survival

- 20.1. Articles 8, 19.2 and 26 of this Agreement will survive termination or expiry and continue in full force and effect.

21.0 Additional Conditions

- 21.1. The parties shall execute such further and other documents, cause such meetings to be held, resolutions passed and by-laws enacted, exercise their vote and influence, do and perform and cause to be done and performed such further and other acts and things as may be necessary or desirable in order to give full effect to this Agreement and every part thereof.

22.0 Entire Agreement

- 22.1. This Agreement constitutes the entire agreement between the parties with respect to all of the matters herein and supersedes and replaces all previous agreements, whether oral or written, concerning the same or similar subject matter.

23.0 Headings for Convenience Only

- 23.1. The division of this Agreement into articles and sections is for convenience of reference only and will not affect the interpretation or construction of this Agreement.

24.0 Governing Law

- 24.1. This Agreement will be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable therein and each of the parties hereto agrees irrevocably to conform to the non-exclusive jurisdiction of the Courts of such Province.

25.0 Legislation References

- 25.1. Any reference in this Agreement to any law, by-law, rule, regulation, order or act of any government, governmental body or other regulatory body will be construed as a reference thereto as amended or re-enacted from time to time or as a reference to any successor thereto.

26.0 Confidentiality

- 26.1. Subject to any legal requirements, including those included in the *Municipal Act, 2001* and the *Municipal Freedom of Information and Protection of Privacy Act* ("MFIPPA"), Municipality will at all times treat Schedule "B" and the financial terms contained therein as private and confidential information. Notwithstanding the foregoing, Municipality may provide Schedule "B" and the financial terms contained therein to the Member Associations solely for the purpose of discussion with AMS as set out in section 4.3 of this Agreement.

To the extent permitted under MFIPPA, Municipality will inform AMS of any request made of Municipality under MFIPPA for any records related to this Agreement that may reveal a trade secret or scientific, technical, commercial, financial or labour relations information supplied in confidence by AMS to Municipality so that AMS will have an opportunity to make representations to Municipality with respect to the proposed disclosure.

27.0 Rights and Remedies

27.1. The rights, remedies and privileges in this Agreement given to the Parties:

- (a) are cumulative and any one or more may be exercised;
- (b) are without prejudice to and are in addition to and apply notwithstanding any other provisions in this Agreement; and
- (c) are not dependent or conditional upon, or in any way lessened, restricted or affected by any other provisions of this Agreement.

28.0 Schedules

28.1. Schedules "A" through "D" are attached hereto and incorporated in and form part of this Agreement.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date first set out above.

AUTOMOTIVE MATERIALS STEWARDSHIP

by: _____

Name: David Pearce

Title: Operations Officer

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

by: _____

Name:

Title:

SCHEDULE “A” – COLLECTION ACCESSIBILITY SCHEDULES

Municipality will collect all Automotive Materials from its residents according to the following Collection Accessibility Schedules.

Depots

Depot Name	Address	Days & Hours of Operation	Operating Season	Operating Hours	Reimbursable Hours
N/A	N/A	N/A	N/A	0	0
TOTAL REIMBURSABLE HOURS					0

Events

Municipality will use commercially reasonable efforts to submit Event Collection Accessibility Schedules in the format below to AMS for approval by March 31st of the calendar year in which the Events will be held, and in all cases will submit Event Collection Accessibility Schedules not less than sixty (60) days prior to the next planned Event. Once approved by AMS, the updated information on Event Schedules will be deemed to be incorporated into this Agreement.

Event Collection Accessibility Schedule - Example

Event #	Municipality	Date	Location	Address	Collection Hours	Service Provider
1	<i>Municipality name</i>	<i>Event date</i>	<i>Location name</i>	<i>Full address</i>	<i>ex. 9am - 2pm</i>	<i>SP Name</i>

INITIALLED BY MUNICIPALITY: _____

SCHEDULE "B" – PAYMENT FOR COLLECTION SERVICES

AMS will pay the Municipality for Automotive Materials Collection Services as follows:

For Municipal Services – Depot, AMS will pay the Municipality the rate of **\$0.00** per hour plus applicable taxes for the Total Reimbursable Hours set out in Schedule "A", to be paid in twelve (12) equal monthly instalments. For greater clarity, the monthly instalment will be calculated as Total Reimbursable Hours divided by twelve (12) and multiplied by the Hourly Rate.

For Municipal Services – Event, AMS will pay the Municipality a rate of **\$2,200.00** per tonne of Automotive Materials plus applicable taxes.

For Municipal Services – Event (and transportation to Depot), AMS will pay the Municipality a rate of **\$0.00** per tonne of Automotive Materials plus applicable taxes.

INITIALLED BY MUNICIPALITY: _____

SCHEDULE “C” – PROMOTION & EDUCATION

The Municipality will actively promote the collection of Automotive Materials through municipal publications, events and activities that support the Municipality's waste management strategy. The Municipality will not charge AMS for any promotion or education activities unless AMS has agreed to such charges in advance in writing. AMS's decision not to pay for specific promotion and education activities does not discharge the Municipality from its obligation to inform the Municipality's residents of its Collection Accessibility Schedules (see Schedule “A”).

The Municipality must submit to AMS draft copies of all publications using AMS trademarks and logos for approval, which AMS may withhold for any reason.

The Municipality, its employees and Service Providers will not engage in any activity that may cause or perceive to cause harm to Automotive Materials Stewardship or any brand owned or used under license by AMS, such as Orange Drop.

SCHEDULE “D” – AMS COLLECTION SITE STANDARDS

The following are AMS’s Collection Site Standards applicable to this Agreement as of the date of this Agreement. Revisions to these standards will be posted on www.automotivematerialsstewardship.ca.

Collection Site Standards

Version: April, 2017



**Automotive
Materials
Stewardship**

To the extent that there is any conflict between these Collection Site Standards and the requirements of applicable laws and regulations, the requirements of applicable laws and regulations apply. The collection site operator is required to comply with the requirements of the applicable laws and regulations and inform Automotive Materials Stewardship (“AMS”) of such discrepancies. For greater certainty, in the event that the Collection Site Standards impose requirements that are more stringent or additional to the requirements of applicable laws and regulations but do not conflict with such laws and regulations, the collection site operator is required to comply with the Collection Site Standards as well as with applicable laws and regulations.

Background:

Automotive Materials Stewardship submitted an Industry Stewardship Plan for Automotive Materials to ensure certain hazardous and special wastes are collected and recycled or otherwise safely disposed of in an environmentally appropriate way (the “ISP”).

The Resource Productivity and Recovery Authority approved the ISP submitted by AMS for the following materials (“Automotive Materials”):

- Antifreeze, and containers in which they are contained
- Oil containers that have a capacity of 30 litres or less and that were manufactured for the purpose of containing lubricating oil
- Oil Filters – after they have been used for their intended purpose

The ISP, rules and material definitions can all be viewed in the ISP, posted on the AMS website at www.automotivematerialsstewardship.ca.

Purpose:

These Collection Site Standards define the minimum operating requirements to qualify as a collection site for Automotive Materials. All locations wishing to act as a collection site on behalf of AMS must be approved by AMS or by an approved AMS transporter that has been granted authorization to approve collection sites.

These Collection Site Standards do not absolve collection sites from any federal, provincial and/or municipal legislation and regulations applicable to their operation. It is the collection site’s responsibility to be aware of, and abide by, all such legislation and regulations.

AMS reserves the right to review and revise these standards on an ongoing basis. The most current version will be posted on the AMS website. AMS will, as a courtesy, provide notification of changes to active collection sites for which it has current email addresses; however, it is the collection site’s responsibility to regularly check the AMS website for revisions.

Who this applies to:

For the purposes of these standards, a Collection Site Operator means the operator of a location at which Automotive Materials are received from the public and/or a small quantity or IC&I generator, or via the site's internal operations from which a transporter will pick up Automotive Materials and transport it to an approved processor.

Enforcement of these Standards:

Collection site operators shall:

- Provide AMS with all reasonable information relating to these standards or any matter that relates to the ISP or procedures of AMS;
- Acknowledge that AMS has a right of access to any and all such information during normal business hours and on 24 hours' notice.

Moreover, AMS may verify compliance information provided by collection site operators, either directly or through a third party acting on its behalf. Please note that all parties acting on behalf of AMS are bound by strict confidentiality agreements.

1.0 General Requirements

All collection site operators shall:

- 1.1 Possess a valid business licence if they are a commercial operation.
- 1.2 Either self-insure, or possess comprehensive or commercial general liability insurance, including coverage for bodily injury, property damage, complete operations and contractual liability.
- 1.3 Identify and comply with all applicable legislation and approvals, including but not limited to be:
 - In possession of and in compliance with all terms in their MOE Environmental Compliance Approval (ECA);
 - In compliance with the Ontario Environmental Protection Act, 1990 (including R.R.O. 1990, O. Reg. 347, General – Waste Management);
 - In compliance with the federal Transportation of Dangerous Goods Act (TDGA);
 - In compliance with applicable municipal zoning bylaws or other bylaws, such as fire codes, parking and hours of operation.
- 1.4 Maintain a documented process to identify, assess and ensure compliance with this standard and all applicable legislative and regulatory requirements, including but not limited to:
 - Environmental regulations, including permits or certifications for operating, air emissions, or other discharges;
 - Occupational health and safety regulations;
 - Hazardous waste management regulations (storage, handling).

- 1.5 Implement and maintain an emergency response plan to prepare for and respond to emergency situations including fires, spills and medical events.
- 1.6 Maintain all records for a minimum of two years or longer as required by law, including manifests, bills of lading and waste records.
- 1.7 Provide notice to AMS of any fines or regulatory orders in the previous five years and, going forward, within 60 days of any new fine or regulatory order as it relates to the ISP.

2.0 Occupational Health and Safety

All collection site operators shall:

- 2.1 Identify and comply with all applicable health and safety legislation, including but not limited to:
 - Employment Standards Act, 2000;
 - Occupational Health and Safety Act, 1990;
 - Workplace Safety and Insurance Act, 1997;
 - Canada Labour Code.
- 2.2 Possess workers' compensation coverage through either a provincial (WSIB) program or a private insurance policy.
- 2.3 Be compliant with the Workplace Hazardous Materials Information System (WHMIS), including training requirements.
- 2.4 Maintain an occupational health program that includes processes to safeguard the health and safety of employees by:
 - Providing regular documented health and safety training;
 - Providing and enforcing the correct use of personal protection equipment; and
 - Safeguarding hazardous mechanical processes.

3.0 Staff Training

All Collection Site Operators shall:

- 3.1 Train staff on their emergency response plan.
- 3.2 Train staff to identify and pack Automotive Materials in its appropriate waste class according to Waste Packing Standards (refer to Appendix A).
- 3.3 Train staff to differentiate between Automotive Materials that are eligible for collection services under the ISP and other materials that are not (refer to Appendix A).
- 3.4 Update staff training based on any changes made to the Collection Site Standards.
- 3.5 Document and maintain records of staff training.

4.0 Waste Packing Protocols

All collection site operators shall:

- 4.1 Pack waste according to the Ministry of the Environment and Climate Change waste classes and AMS Waste Packing Standards as outlined in Appendix A.
- 4.2 Ensure that Automotive Materials are handled and stored as follows:
 - In accordance with the conditions laid out in their respective Environmental Compliance Approval and all applicable laws and regulations.
 - Have the ability to receive wastes from the public in a controlled manner (direct supervision or monitored) in a customer drop-off area, as applicable;
 - Have adequate infrastructure to shelter material from inclement weather in a consolidation storage area;
 - Have sufficient space to receive, sort, store and prepare transportation containers for shipment;
 - As applicable, have material-handling equipment with the ability to move containers onto transport vehicles;
 - Be accessible to transport vehicles for pick-up of Automotive Materials; and
 - Have adequate security measures in place to prevent Automotive Materials from being tampered with by anyone at the site or using the collection facility at unauthorized times.
- 4.3 All waste must be packed in an approved UN container and all materials transported must be contained in accordance with TDGA requirements.
- 4.4 Bulky items must be stored in an upright position in a secure area, and in accordance with Technical Standards & Safety Authority (TSSA) requirements.
- 4.5 Transportation containers must be filled to capacity, except if this practice contravenes either a ministry order or the Collection Site Operator's Environmental Compliance Approval Storage Requirements. Waste material collected at event days is an exception since it may not always be possible to fill a transport container of a given waste class to capacity.
- 4.6 Make use of vermiculite in sufficient quantity to cover and protect the waste material from breakage when there is a potential for spillage or breakage of containers in a lab pack during transport:
- 4.7 Place large pails (20 litres or more) on skids and shrink wrap to prevent shifting of waste during transport. Alternatively, gaylord boxes may be used.
- 4.8 Contamination allowances:
 - Reasonable efforts must be taken to minimize contamination.
 - The maximum contamination allowance is 5%. This is a weight-based allowance assessed on individual transport containers for a given waste class.

- Contamination levels in transport containers (mis-packed Automotive Materials, non-program wastes as identified in Appendix A) will be monitored by AMS through random sampling. Collection site operators will be required to take corrective action if contamination allowances are exceeded. AMS reserves the right to revoke the collection site's approval status if corrective action is not taken as requested by AMS.

Appendix A – Waste Packing Standards

Please note: Automotive Materials Stewardship requires that waste materials in each individual row (as numbered in the first column on the left) be packed separately (even though they may be packed under the same waste class)

#	Waste Class / UN#	Examples of Inclusions	Examples of Exclusions	Eligible Generators
1	Antifreeze Bulked – 212 Or Antifreeze Lab Pack – 212	<ul style="list-style-type: none"> • Antifreeze returned in containers with a volume of 30 litres or less. • Antifreeze recovered from vehicles at automotive service centres. 	<ul style="list-style-type: none"> • Plumbing antifreeze; • Vehicle windshield antifreeze; • Product marketed as industrial heat transfer fluid; • Fuel (gasoline & diesel) antifreeze; Lock de-icer; • Air brake antifreeze; • Antifreeze which does not contain ethylene or propylene glycol; • Containers used to deliver Antifreeze with a capacity greater than 30 litres. 	<ul style="list-style-type: none"> • Residential • All IC&I
2	Empty Auto Containers Or Empty Auto Containers - Shredded	<ul style="list-style-type: none"> • Antifreeze containers that are 30 litres or less; • Containers that have a capacity of 30 litres or less and that were manufactured and used for the purpose of containing lubricating oil. • Note: Lubricating oil includes: Synthetic crankcase or engine oil; Hydraulic fluid; Polyester fluids; Circulating oil or turbine oil; Paper machine oil; Transmission fluid; Power steering fluid; Gear oil; Vegetable oil for lubrication; Re-refined oil; Electrical insulating oil; Refrigeration system oil; Compressor oil; Mineral heat transfer fluid; Marine engine oil for vessels operating domestically; Metal working oil; Form release oil; Textile oil; Chain oil; Rock drill oil; 2-cycle engine oil; Gasoline / 2-cycle engine oil mixes; Saw guide oil; Drawing, stamping and shaping oil; Process oil; Deducting oil; Marine cylinder oil; Machine tool and sideways lubricant; Natural gas compressor oil; Conveyor lube; Dripless lube; Quenching oil; Pneumatic system oil; Rustproof oil; Food grade white mineral oil. 	Containers from any of the following: Oil treatment; Diesel fuel treatment; Cleaning/flushing fluids for motors/equipment; Winter start fluid; Brake fluid; Undercoating; Penetrating oil; Hydraulic jack oil; 3-in-1 household oil; Aerosol propelled lubricant; Gun oil; Kerosene; Urethane coating; Sewing machine oil; Cooking oil; Windshield washer fluid; Emulsified oil.	<ul style="list-style-type: none"> • Residential • All IC&I

#	Waste Class / UN#	Examples of Inclusions	Examples of Exclusions	Eligible Generators
3	Oil Filters - 252	<ul style="list-style-type: none"> • Spin-on or element style filters that are used in hydraulic, transmission or internal combustion engine applications; • Diesel fuel filters; • Household furnace fuel filters; • Coolant filters; • Storage tank diesel fuel filters; • Plastic & paper element style filters; • Diesel fuel filters used at retail commercial pump islands 	<ul style="list-style-type: none"> • Gasoline fuel filters; • Air filters (automotive or non-automotive); • Household furnace air filters; • Sock-type filters 	<ul style="list-style-type: none"> • Residential • All IC&I

March 22, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: 2016 Drinking Water System Annual Report – Schedule 22

Administration is required to present to Council (owner) the 2016 Schedule 22 Summary Report prior to the March 31, 2017 deadline. Please find attached the Administration Report prepared by Douglas Herr, Environmental and Facilities Superintendent outlining the 2016 Schedule 22 Summary Report for the Town's Large Residential Drinking Water System. The entire Schedule 22 Summary Report is attached for your review and acceptance.

Also attached to the administration report prepared by Doug Herr outlined in appendix "E" is the MOE 2016/17 Drinking Water Inspection Report from their "announced focused" inspection, which was conducted on January 12th and 13th, 2017. There was one non-compliance issue found during this inspection. The incidence of non-compliance was related to the lead sampling program. The Town was granted a reduced sampling program by certificate of authorization. During the last sampling program in 2013, there were slightly more samples showing an exceedance over the lead standard of 10ug/L which requires the Town return to standard testing which was not completed in 2016. In 2017, before April 15, the Town will complete a full lead testing procedure to bring the sampling into compliance and continue to do so until the Town has met the criteria for a reduced sampling program.

It should be clearly noted that the non-compliance issue is minor in nature and there were no charges laid. Further there is a multi-barrier of protection system utilized throughout the year in order to ensure that safe drinking water was produced and delivered to all water customers connected to the Town's drinking water system. For example weekly microbiological water quality sampling & testing was completed with no adverse results throughout the year. Also free available chlorine residuals were maintained throughout the water distribution system within normal operating limits.

At this time I would like to acknowledge all the efforts and hard work of the following staff members; Doug Herr - Environmental and Facilities Superintendent, Randy White – Overall Operator in Charge, Brad Webb - Senior Water Treatment Plant (WTP) Operator, Paul Lemesurier - WTP Operator, Travis George -Water Distribution System Operator, Greg Wiedenhoeft -Water Distribution System Operator and Jay Bruyere – Water Distribution System Operator-in-Training (OIT) to ensure that all consumers connected to the Town's drinking water system receive outstanding potable water at all times. Please keep up the good work.

The 2016 Schedule 22 (Compliance) Summary Report will be available for inspection or review by any member of the public at the Water Treatment Plant or the Public Works Office during regular business hours without charge. Also a copy of the report will be forwarded to Couchiching First Nations, the Walleye Trailer Park and the Lakeview Trailer Park prior to March 31, 2016. Also a copy of the report will be posted on the Town's website.

The Operations and Facilities Executive Committee recommends the following;

1. That Council accepts the 2016 Schedule 22 Annual Summary Report and that a separate resolution be prepared.
2. That the 2016/2017 MOE “Announced focused” Inspection Report of the Town’s water system be reviewed and accepted by Council.
3. That at this time, the staff of the drinking water system should be acknowledged for all their effort and hard work to ensure that all consumers connected to the Town’s water system receive outstanding water. Please keep up the good work.

Respectfully Submitted



Travis Rob, EIT

Manager of Operations and Facilities

Council approval of this report will ensure:

- 1. That Council accepts the 2016 Schedule 22 Annual Summary Report and that a separate resolution be prepared.**
- 2. That the 2016/2017 MOE “Announced focused” Inspection Report of the Town’s water system be reviewed and accepted by Council.**
- 3. That at this time, the staff of the drinking water system should be acknowledged for all their effort and hard work to ensure that all consumers connected to the Town’s water system receive outstanding water. Please keep up the good work.**

2017MArchSchedule22Report

March 08, 2016

Report To: Travis Rob, Manager of Operations & Facilities

From: Douglas Herr, Environmental & Facilities Superintendent

**SUBJECT: Fort Frances Drinking Water System
Annual Summary Report (O. Reg. 170/03, Schedule 22)
(Period: January 01 to December 31, 2016)
Including the
Ministry of the Environment Inspection Report – 2016/2017**

As a requirement of the Ontario Regulation 170/03, Schedule 22 the Owner of the Drinking Water System, Town of Fort Frances shall prepare a report for the preceding calendar year and give to the members of council no later than March 31. The report is to list the requirements of the Act, regulation, system's approval, drinking water works permit, municipal drinking water licence and any orders applicable to the drinking water system that were not met and what duration/measures were taken to correct the failure during this period. The report is also to include a summary of the quantities and flow rates and compare them to the rated capacity and flow rates approved in system's approval, drinking water works permit or municipal drinking water licence.

The attached Schedule 22 Summary Report identifies all of the above including the one (1) non-compliance item outlined in the MOE Drinking Water Inspection Report found during the Ministry inspection completed January 12 & 13, 2017.

Once approved by council a copy of the summary report will be sent to the Owners that connected to and receive all of its drinking water for the Town system. Finally a copy of the report will be posted on the Town's website for public viewing.

Respectfully submitted,

Doug Herr
Environmental & Facilities Supt.

Attachment: O. Reg. 170/03, Schedule 22 Annual Reporting



FORT FRANCES DRINKING WATER SYSTEM

Large Municipal Residential Drinking Water System

(O. Reg. 170/03 - SCHEDULE 22)

ANNUAL SUMMARY REPORT

For the period of

JANUARY 01, 2016 TO DECEMBER 31, 2016

DRINKING WATER SYSTEM #220000978

Prepared by: Douglas Herr

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Appendix:

Appendix "A"	- Municipal Drinking Water License
Appendix "B"	- Drinking Water Works Permit
Appendix "C"	- Permit to Take Water
Appendix "D"	- Regulatory Relief from Lead Sampling Requirements
Appendix "E"	- Drinking Water System Inspection Program (2016 – 2017 Inspection Report)

List of References

1.0 Description

This is the summary report for the Fort Frances Drinking Water System, as required by Schedule 22 of O. Reg. 170/03, as amended, Summary Reports for Municipalities. For the purposes of the regulation, the Fort Frances Drinking Water System is considered to be a large municipal residential system.

2.0 General Overview

The reporting period for this report is January 01 to December 31, 2016.

During the reporting period, the Fort Frances Drinking Water System was operated pursuant to the legislative, system approval, license and permits listed below:

1. Municipal Drinking Water License (MDWL) No. 224-101, Issue Number: 2, issued May 13, 2016 (NEW) **replaces** Municipal Drinking Water License (MDWL) No. 224-101, Issue Number: 1, issued July 29, 2011;
2. Drinking Water Works Permit (DWWP) No. 224-201, Issue Number 2: issued May 13, 2016 (NEW) **replaces** Drinking Water Works Permit (DWWP) No. 224-201, Issue Number 1: issued July 19, 2011.
3. Safe Drinking Water Act, 2002;
 - O. Reg. 170/03 Drinking Water Systems
 - O. Reg. 128/04 Certification of Drinking Water Operators and Water Quality Analysts
 - O. Reg. 169/03 Ontario Drinking Water Quality Standard
 - O. Reg. 188/07 Licensing of Municipal Drinking Water Systems
4. Ontario Water Resources Act;
 - O. Reg. 387/04 Taking of Water and TransferPermit to Take Water No. 3258-AE6PEM, issued September 27, 2016 (NEW) **replaces** Permit to Take Water No. 7280-6UAMD9, issued October 5, 2006.
5. Regulatory Relief from Lead Sampling Requirements, Fort Frances Water Treatment Plant, C of A No. PB220000978RR-01

The DWWP and MDWL were issued in accordance with Sections 40 and 44, respectively of the Safe Drinking Water Act (SDWA), 2002. The issuance of the DWWP and MDWL replaces the previously required Certificate of Approval.

The Fort Frances Water Treatment Plant is designated a Class 3 Water Treatment Facility and the Water Distribution System as a Class 2 Water Distribution System. They are referenced through the Ministry of the Environment as Drinking Water System Number 220000978.

The summary report is required to provide the following:

1. A list of any instances when the system failed to meet the requirements of the Safe Drinking Water Act, the regulations, the system's approval, MDWL, DWWP and any order;
2. Descriptions of the measures that were taken to correct the failure;
3. A summary of the quantities and flow rates of water supplied during the reporting period;
4. The monthly average and maximum instantaneous flow rates;
5. A comparison of the data summarized above to the rated capacities and flow rates in the system's approval and/or MDWL.

3.0 Legislative Requirements

Safe Drinking Water Act, 2002 (SDWA):

Every owner of a municipal drinking-water system or a regulated non-municipal drinking-water system and, if an operating authority is responsible for the operation of the system, the operating authority for the system shall ensure the following:

1. That all water provided by the system to the point where the system is connected to a user's plumbing system meets the requirements of the prescribed drinking-water quality standards.
2. That, at all times in which it is in service, the drinking-water system,
 - i. is operated in accordance with the requirements under this Act,
 - ii. is maintained in a fit state of repair, and
 - iii. satisfies the requirements of the standards prescribed for the system or the class of systems to which the system belongs.
3. That the drinking-water system is operated by persons having the training or expertise for their operating functions that is required by the regulations and the license or approval issued or granted for the system under this Act.
4. That all sampling, testing and monitoring requirements under this Act that relate to the drinking-water system are complied with.
5. That personnel at the drinking-water system are under the supervision of persons having the prescribed qualifications.
6. That the persons who carry out functions in relation to the drinking-water system comply with such reporting requirements as may be prescribed or that are required by the conditions in the license or approval issued or granted for the system under this Act.

Ontario Regulation 170/03:

(Amendment O. Reg. 458/16, December 15, 2016 to December 31, 2016)

(Amendment O. Reg. 347/15, January 01, 2014 to December 14, 2016)

The Town of Fort Frances Drinking Water System is categorized as a Large Municipal Residential System; serves a major residential development and serves more than 100 private residences. For this system the regulation requires that:

The owner of a drinking-water system shall ensure that, not later than March 31 of each year, a report is prepared for the preceding calendar year and is given to,

- (a) in the case of a drinking-water system owned by a municipality, the members of the municipal council;
- (b) in the case of a drinking-water system owned by a municipal service board established under section 195 of the *Municipal Act, 2001*, the members of the municipal service board; or
- (c) in the case of a drinking-water system owned by a corporation, the board of directors of the corporation.

The report must,

- (a) list the requirements of the Act, the regulations, the system's approval, drinking water works permit, municipal drinking water license and any orders applicable to the system that were not met at any time during the period covered by the report; and
- (b) for each requirement referred to in clause (a) that was not met, specify the duration of the failure and the measures that were taken to correct the failure.

The report must also include the following information for the purpose of enabling the owner of the system to assess the capability of the system to meet existing and planned uses of the system:

1. A summary of the quantities and flow rates of the water supplied during the period covered by the report, including monthly average and maximum daily flows.
2. A comparison of the summary referred to in paragraph 1 to the rated capacity and flow rates approved in the system's approval, drinking water works permit or municipal drinking water license or if the system is receiving all of its water from another system under an agreement to the flow rates specified in the written agreement.

If a report is prepared for a system that supplies water to a municipality under the terms of a contract, the owner of the system shall give a copy of the report to the municipality by March 31.

Ontario Regulation 128/04:

(Certification of Drinking Water Operators and Water Quality Analysts)

This Regulation establishes the training and certification requirements that must be satisfied by certified operators and water quality analysts.

Every operator is required to complete the required training hours within the three year operator certificate renewal period. Operator training consists of the following:

- a) Water Treatment Plant (Class 3): 42 hours of Ministry of the Environment's "Director Approved" class room training, plus 78 hours of On-the-job practical training.
- b) Water Distribution System (Class 2): 36 hours of Ministry of the Environment's "Director Approved" class room training, plus 69 hours of On-the-job practical training.

During the reporting period January 1, 2016 to December 31, 2016 all the Town's drinking water operators held a valid operator certificate in compliance with O. Reg. 128/04, made under the Safe Drinking Water Act.

Ontario Regulation 169/03:

(Ontario Drinking Water Quality Standards - ODWQS)

This Ontario Drinking Water Standard (ODWQS) identifies the minimum level of drinking water acceptable for human consumption.

The Town of Fort Frances assesses the acceptability of water through compliance with the following standards:

- Schedule 1. Microbiological Standards
- Schedule 2. Chemical Standards
- Schedule 3. Radiological Standards

As this Regulation indicates the minimum standard, exceedance of these values represents the point of which adverse reporting comes into effect.

Ontario Regulation 188/07:

(Licensing of Municipal Drinking Water Systems)

The Safe Drinking Water Act, 2002 requires Owners and Operating Authorities of municipal residential drinking water systems to have an accredited Operating Authority. In order to become accredited, an Operating Authority must establish and maintain a Quality Management System (QMS). Minimum requirements for the QMS are specified within the Drinking Water Quality Management Standard (DWQMS). Ontario Regulation 188/07 of the SDWA has been established to aid licensing of municipal drinking water systems.

Ontario Water Resources Act, R.S.O. 1990, c. O.40:**Ontario Regulation 387/04:**

(Water Taking and Transfer)

The Ontario Water Resources Act requires Owners and Operating Authorities of municipal residential drinking water systems to obtain a Permit to Take Water. The Permit Holder. The Corporation of the Town of Fort Frances shall comply with the terms and conditions specified within the permit. On September 27, 2016 the Ministry of the Environment and Climate Change issued the Town a new permit, Permit No. 3528-AE6PEM. This permit will expire on September 27, 2026.

4.0 System Approvals – (Current)

The following outlines the current water system Approvals during the 2015 reporting period:

- Municipal Drinking Water License (No. 224-101), Issue Number: 2: Issued May 13, 2016.
- Drinking Water Works Permit (No. 224-201), Issue Number: 2: Issued May 13, 2016.
- Permit To Take Water: Permit Number 7280-6UAMD9: Issued October 5, 2006 and Permit Number 3528-AE6PEM: Issued September 27, 2016.
- Regulatory Relief from Lead Sampling Requirements, Fort Frances Water Treatment Plant, C of A No. PB220000978RR-01, Issued January 12, 2011.

5.0 Failure to Meet Requirements (Non-compliance Issues)

The following is a list of instances when the system failed to meet the requirements of the Act, legislative, the system's approval, MDWL, DWWP or any order that has been issued.

Non-Compliance with Ontario Regulation:**Ontario Regulation 170/03:**

There is one (1) incidence of non-compliance with the Terms and Conditions of Ontario Regulation 170/03 during this reporting period.

C. of A. No. PB220000978RR-01 granted relief from standard sampling (Schedule 15.1-4) in exchange for complying with reduced sampling requirements (Schedule 15.1-5). Section 6, of Schedule 15.1-5 states that this section ceases to apply to a drinking water system and standard sampling applies (Section 15.1-4) again, if in any sampling period, more than 10% of all the samples taken from plumbing exceed the lead standard of 10 ug/L. In April 2013, lead samples were taken from 22 plumbing locations (44 samples in total). There were lead exceedances at 3 of the locations: therefore, 13.6% of the samples exceeded that standard. As a result, the Town of Fort Frances was to return to standard lead sampling, but this has not yet taken place and the Town continues to sample at a reduced frequency.

Action(s) Required:

During the December 15, 2016 to April 15, 2017 sampling period, the Town of Fort Frances shall return to Standard Lead Sampling, as outlined in Schedule 15.1, section 15.1-4 of O. Reg. 170/03. Standard lead sampling shall continue to be conducted in subsequent sampling periods until the Town has met the criteria that will allow for reduced sampling or has been directed otherwise by the Ministry.

Action(s) Taken:

By April 21, 2017, the Town of Fort Frances shall provide the undersigned officer with a copy of chain of custody forms, for the December 15, 2016 to April 15, 2017 sampling period, demonstrating that the required number of samples were taken.

Ontario Regulation 128/04:

(Certification of Drinking Water Operators and Water Quality Analysts)

There were no incidences of non-compliance with the Terms and Conditions of Ontario Regulation 128/04 during this reporting period.

Ontario Regulation 169/03:

(Ontario Drinking Water Standards - ODWQS)

There were no incidences of non-compliance with the Terms and Conditions of Ontario Regulation 169/03 during this reporting period.

Ontario Regulation 188/07:

(Licensing of Municipal Drinking Water Systems)

There were no incidences of non-compliance with the Terms and Conditions of Ontario Regulation 188/07 during this reporting period.

****New Municipal Drinking Water License and Drinking Water Works Permit received May 13, 2016.**

Non-Compliance with the Municipal Drinking Water License (MDWL) No. 224-101 and Drinking Water Works Permit (DWWP) No. 224-201:

From January 12th to January 13, 2017 the Ministry of the Environment and Climate Change conducted an unannounced, focus inspection of the Town's Water Treatment Plant, see inspection report in Appendix "E". As a result of this inspection there was one (1) non-compliance issue related to this regulatory requirement and what actions, if any the Ministry required the Town to do. The non-compliance item is described Non-compliance with Ontario Regulation 170/03 above.

Further to the Inspection Report the Ministry has established an inspection compliances risk framework based on the principles on the Inspection, Investigation & Enforcement Secretariat and advice in internal/external risk experts. The Inspection Rating for the Town of Fort Frances Drinking Water System scored 100%.

Non-Compliance with the Permit to Take Water No. 7280-6UAMD9 and No. 3528-AE6PEM:

There were no incidences of non-compliance with the Terms and Conditions of the Permit to Take Water during this reporting period.

Provincial Orders:

No Orders have been issued by the Ministry of the Environment with respect to municipal drinking water system during this reporting period.

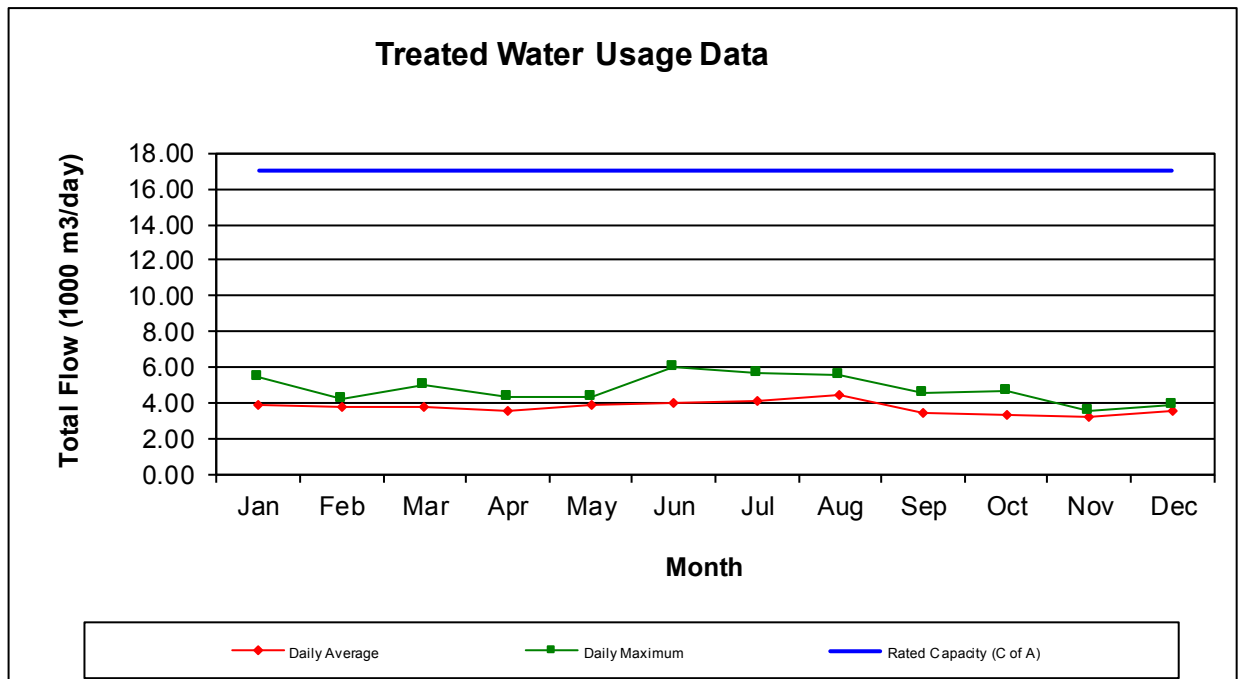
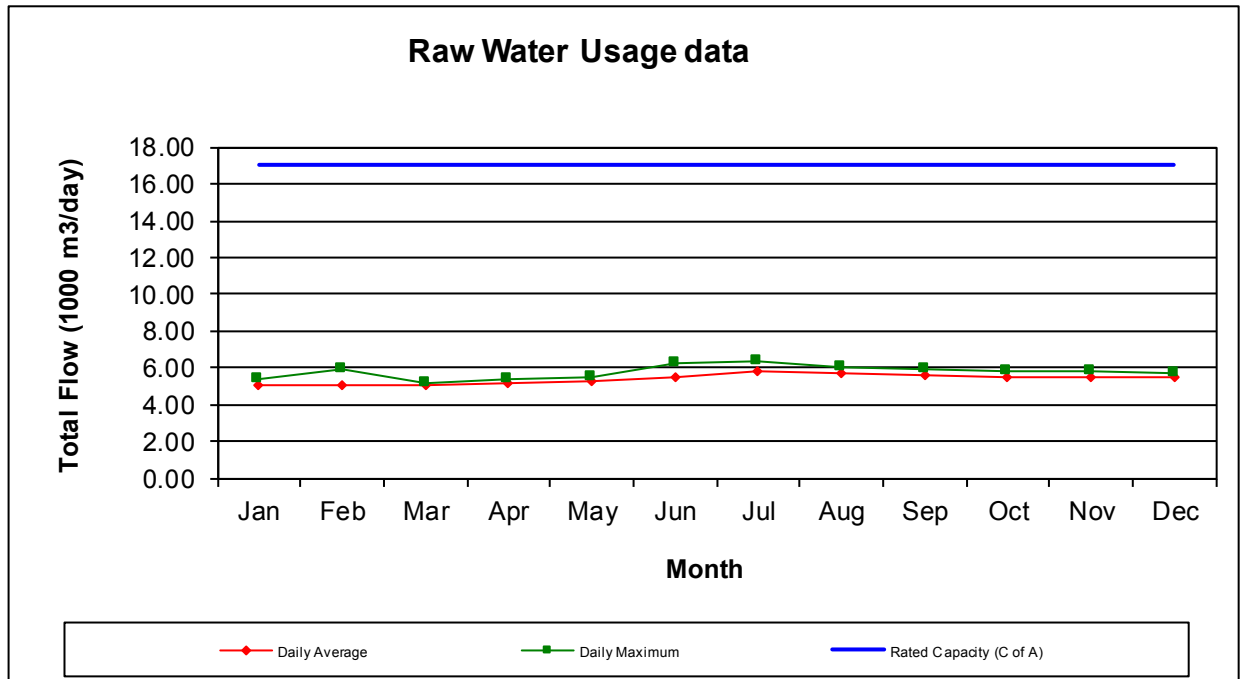
6.0 Quantity and Flow Data (2016)

The following tables and graphs indicate the quantities and flow rates of water taken and produced during the reporting period, including monthly average flows, maximum daily flows and total monthly volumes.

Table 1 - RAW WATER USAGE - 2016						
Month	Total Unit (1000 m ³)	Daily Average Unit (1000 m ³)	Max Day Unit (1000 m ³)		Max Daily Instantaneous Peak Flow Rate (m ³ /min.)	
January	158.34	5.11	5.44	Jan. 01/16	3.59	Jan. 23/16
February	147.91	5.10	5.93	Feb. 01/16	3.76	Feb. 24/16
March	156.06	5.03	5.20	Mar. 25/16	3.72	Mar. 30/16
April	150.74	5.20	5.36	Apr. 17/16	3.90	Apr. 02/16
May	163.49	5.27	5.52	May 28/16	3.79	May 31/16
June	165.75	5.53	6.21	Jun. 11/16	4.45	Jun. 11/16
July	179.15	5.78	6.32	Jul. 09/16	4.33	Jul. 09/16
August	178.41	5.76	6.01	Aug. 11/16	4.16	Aug. 16/16
September	169.15	5.64	5.89	Sept. 03/16	4.04	Sept. 08/16
October	171.52	5.53	5.79	Oct. 01/16	3.94	Oct. 03/16
November	165.66	5.52	5.82	Nov. 06/16	3.89	Nov. 07/16
December	170.51	5.51	5.75	Dec. 05/16	3.87	Dec. 06/16
Yearly Totals	1976.69	5.42	6.32 Jul. 09/16		4.45 Jun. 11/16	

Table 2 - TREATED WATER USAGE - 2016						
Month	Total Unit (1000 m ³)	Daily Average Unit (1000 m ³)	Max Day Unit (1000 m ³)		Max Daily Instantaneous Peak Flow Rate (m ³ /min.)	
January	114.44	3.81	4.13	Jan. 18/16	3.93	Jan. 27/16
February	110.25	3.80	4.19	Feb. 29/16	4.01	Feb. 23/16
March	118.06	3.81	5.04	Mar. 04/16	6.37	Mar. 01/16
April	106.74	3.56	4.33	Apr. 06/16	4.64	Apr. 07/16
May	118.58	3.83	4.34	May 31/16	6.50	May 14/16
June	120.19	4.01	5.97	Jun. 09/16	6.79	Jun. 04/16
July	126.03	4.07	5.68	Jul. 29/16	8.42	Jul. 27/16
August	137.50	4.44	5.50	Aug. 03/16	6.84	Aug. 03/16
September	104.26	3.48	4.56	Sept. 02/16	5.43	Sept. 14/16
October	103.05	3.32	4.65	Oct. 06/16	6.06	Oct. 17/16
November	96.94	3.23	3.52	Nov. 11/16	5.05	Nov. 04/16
December	108.03	3.46	3.84	Dec. 24/16	4.96	Dec. 18/16
Yearly Totals	1364.07	3.74	5.97 Jun. 09/16		8.42 Jul. 27/16	

Comparison of Flow Summary to Rated Capacity (Municipal Drinking Water Licence Number 224-201)



The **Permits to Take Water #7280-6UAMD9** (Issued October 5, 2006) and **#3528-AE6PEM** (Issued September 27, 2016) allows the municipality to draw 17,000 m³/day at a maximum flow rate of 12,000 L/min. from its raw water source. As indicated from the charts provided, the maximum daily flow of raw water in 2016 is 6,320 m³/day recorded on July 09, 2016, which is 37.2% of the maximum allowable flow rate.

The maximum instantaneous peak flow rate for **Raw** water is 4.450 m³ /min. (4,450 L/min.) which was recorded on June 11, 2016 due general to water system maintenance and repair work. This accounted for 37.1% of the maximum allowable flow rate.

In accordance with the Municipal Drinking Water License No. 224-101, the Town of Fort Frances Drinking Water System shall not be operated to exceed the rated capacity of 17,000 m³/day on any calendar day, conveyed from the treatment system to the distribution system. The highest single day treated flow of 5,970 m³/day was recorded on June 09, 2016, which is 35.1% of the plant's maximum capacity.

The maximum instantaneous peak flow rate for **Treated** water is 8.42 m³/min. (8,420 L/min.) recorded on July 27, 2016, which is 70.2% of the plant's maximum capacity.

There were no instances of treated water flows exceeding the rated capacity as stated in the Municipal Drinking Water Licence during the reporting period of January 1 to December 31, 2016.

Appendix "A"

**MUNICIPAL DRINKING WATER LICENCE
License Number: 224-101
Issue Number: 2**

Appendix “B”

DRINKING WATER WORKS PERMIT
Permit Number: 224-201
Issue Number: 2

Appendix “C”

**PERMIT TO TAKE WATER
Surface Water
Number 7280-6UAMD9
and
Number 3528-AE6PEM**

Appendix “D”

**Regulatory Relief from Lead Sampling Requirements
Fort Frances Water Treatment Plant
Certificate of Approval Number: PB220000978RR-01**

Appendix “E”

**DRINKING WATER SYSTEM INSPECTION PROGRAM
(2016 – 2017 Inspection Report)**

List of References

Safe Drinking Water Act, 2002 (SDWA)

Ontario Regulation 170/03 of the SDWA (Drinking Water Systems),

Ontario Regulation 128/04 of the SDWA (Certification of Drinking Water System Operators and Water Quality Analysts),

Ontario Regulation 169/03 of the SDWA (Ontario Drinking Water Quality Standards)

Ontario Regulation 188/07 of the SDWA (Licensing of Municipal Drinking Water Systems)



DRINKING WATER WORKS PERMIT

Permit Number: 224-201

Issue Number: 2

Pursuant to the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32, and the regulations made thereunder and subject to the limitations thereof, this drinking water works permit is issued under Part V of the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32 to:

The Corporation of the Town of Fort Frances

**320 Portage Avenue
Fort Frances, ON
P9A 3P9**

For the following municipal residential drinking water system:

Fort Frances Drinking Water System

This drinking water works permit includes the following:

Schedule	Description
Schedule A	Drinking Water System Description
Schedule B	General
Schedule C	All documents issued as Schedule C to this drinking water works permit which authorize alterations to the drinking water system
Schedule D	Process Flow Diagrams

DATED at TORONTO this 13th day of May, 2016

Signature

Aziz Ahmed, P.Eng.
Director
Part V, *Safe Drinking Water Act*, 2002

Schedule A: Drinking Water System Description

System Owner	The Corporation of the Town of Fort Frances
Permit Number	224-201
Drinking Water System Name	Fort Frances Drinking Water System
Schedule A Issue Date	May 13th, 2016

1.0 System Description

- 1.1 The following is a summary description of the works comprising the above drinking water system:

Overview

The **Fort Frances Drinking Water System** consists of a drinking water treatment plant, a two-celled storage ground reservoir, an elevated storage tank and approximately 6.0 kilometers of trunk watermains and 70.4 kilometers of distribution watermains.

The Fort Frances Water Treatment Plant is a conventional surface water treatment plant. Raw water is drawn from Rainy River through low lift pumps. Liquid alum is added to the raw water ahead of the in-line mixer for coagulation while polyelectrolytes are added to the solids contact tanks for assisting flocculation. The water then flows to the two solids contact clarifiers units, operating in parallel, where flocculation and sedimentation occurs. The settled floc is disposed of to the sanitary sewer. Powdered activated carbon, soda ash, and hydrofluosilicic are also added ahead of in-line mixer, in solids contact clarifiers, and/or in chemical contact chambers, as needed, for taste and odour and pH adjustment. The settled effluent is gravity fed to four dual media gravity sand filters. The filters are equipped with a backwash pump. The filtered water flows to a two-celled, ground storage reservoir through a chemical contact chamber. Chlorine and fluoride are added in the chemical contact chamber. The treated water then flows to the high lift pump wells where it is pumped to the distribution system. Chlorine residual and fluoride are monitored with continuous on-line analyzers just prior to the water leaving the plant. The Fort Frances Drinking Water System also includes an elevated water storage tank within the distribution system equipped with re-chlorination facilities.

Fort Frances Water Treatment Plant

Treatment Plant

Location and General Description

Name	Fort Frances Water Treatment Plant housed in an approximately 46 m by 32 m masonry structure
Street Address	901 Colonization Road East
UTM Coordinates	NAD 83: Zone 15 +/- 10m: Easting 472938: Northing 5384735
System Type	Treatment, storage and distribution
Notes	Houses screen chamber, low and high lift pumps, solids contact clarifiers, filters, chemical storage and feeding equipment, instrumentation and control, an administration area comprising of an office, lunchroom, washrooms and control room/laboratory

Surface Water Supply

Raw Water Intake

Description	Approximately 190 m of 630 mm diameter intake pipe located in the Rainy River including an upturned elbow intake structure with a coarse bar screen
Source	Rainy River
Location	Approximately 190 m east of the Water Treatment Plant in Rainy River
Notes	

Low Lift Works

Screens

Description	A raw water screen chamber equipped with two sets of screens
Dimensions	Each screen 2.25 m ² in area
Notes	Screen chamber located ahead of raw water pumping well

Low Lift Pumps

Description	Three (3) vertical turbine low lift pumps
Capacity	<ul style="list-style-type: none"> - Two (2) pumps rated at 100 L/s against a total dynamic head (TDH) of 14 m - One (1) VFD pump capable of providing flows in the range of 40 to 150 L/s against a total dynamic head (TDH) of 14m
Metering Device	Equipped with one metering device for measuring raw water flows
Notes	

Coagulation**In-Line Mixer**

Description	An in-line mixer located downstream of the low lift pumps within the influent (raw water) line to facilitate the dosing of liquid alum, activated carbon slurry and soda ash solution
Dimensions	450 mm diameter
Notes	Located between low lift pumps and solids contact clarifiers

Flocculation/Clarification**Flocculation/Clarification Tanks - Solids Contact Clarifiers**

Description	Two (2) solids contact clarifier units, operating in parallel equipped with facilities for polymer dosing
Dimensions	Each solids contact clarifier approximately 13.7 m x 13.7 m x 3.75 m side water depth (s.w.d.)
Notes	The settled floc is discharged to sanitary sewer

Filtration**Filters**

Description	Four (4) dual media, gravity filters (sand and anthracite)
Dimensions	Each filter approximately 4.9 m x 4.9 m providing a total filtration area of 96 m ²
Equipment	One (1) vertical turbine backwash pump capable of delivering 290.3 L/s at 14 m TDH
	A turbidimeter on each filter
	All filters equipped with an underdrain and air scouring system
Notes	

Instrumentation and Control

SCADA System

Description	A computerized control system monitoring the critical components of the process including raw and finished water quantity and quality
Equipment	Four (4) turbidimeters for continuously monitoring filter effluent
	One (1) laboratory model turbidimeter for manual testing
	One (1) continuous chlorine/fluoride analyzer monitoring free chlorine and fluoride residual in the discharge pipe of the high lift pumps
	Three (3) flowmeters to measure flow at various locations
Notes	Status of the elevated storage tank by telemetry, receiving alarms and controlling the operation

Waste Residual Management

Outfall Pipe

Description	Filter backwash disposal
Dimensions	Approximately 60 m of 800 mm diameter pipe
	One (1) vertical turbine backwash pump capable of delivering 290.3 L/s at 14 m TDH
Notes	Filter backwash water returned to Rainy River through outfall line

Sludge Disposal

Description	Solids contact clarifier settled sludge disposal
Equipment	Settled sludge discharged through a 150 mm pipe using pneumatic blow down valves - gravity system, no pumps utilized
Notes	Solids contact clarifier settled sludge discharged to the sanitary sewer system

High Lift Works

High Lift Pumps

Description	Four (4) vertical turbine high lift pumps and one (1) diesel engine driven vertical turbine fire pump
Capacity	Two (2) vertical turbine pumps rated at 63.1 L/s. at TDH of 55m
	One (1) vertical turbine pump rated at 94.7 L/s at TDH of 55m
	One (1) vertical turbine pump rated at 126.2 L/s at a TDH of 55m
High Lift Pump Chamber	470 m ³ capacity
Notes	

On-Site Storage

Chemical Contact Chamber

Description	One (1) chemical contact chamber to provide chlorine contact time
Volume	240 m ³
Notes	

Clearwell/Reservoir

Description	Two-celled, ground storage reservoir
Capacity	Cell No. 1 = 2,565 m ³ Cell No. 2 = 1,465 m ³ Total = 4,030 m ³
Notes	The two cells receive filtered water after passing through chemical contact chamber

Emergency Power

Backup Power Supply

Description	One (1) 450 kW diesel generator set for use during power outage situations
Notes	

Chemical Addition

Alum

Description	Alum feed system for coagulation
Feed Point	Liquid alum to the raw water ahead of the in-line mixer for coagulation
Equipment	A chemical metering pump with a calibration cylinder controlled automatically on the basis of the raw water flow complete with alum storage A day tank with secondary spill containment
Notes	

Chlorine

Description	Chlorine gas disinfection System
Feed Point(s)	1. Chemical contact chamber; and 2. Before the flash mixer
Equipment	One (1) duty chlorinator One (1) standby chlorinator including: <ul style="list-style-type: none"> - two (2) chlorine cylinders with an automatic switch over device in a separate room - a weight scale - one (1) chemical metering pump - a free chlorine analyzer for monitoring finished water residuals
Notes	

Hydrofluosilicic Acid

Description	Fluoridation system
Feed Point	Chemical Contact Chamber
Equipment	One (1) day tank One (1) chemical metering pump Secondary spill containment
Notes	

Polyelectrolytes/Polymer

Description	<ul style="list-style-type: none"> - A polyelectrolytes feed system for assisting in flocculation - A polymer feed system for assisting in flocculation (used as back-up)
Feed Point	Solids Contact Clarifiers
Equipment	<ul style="list-style-type: none"> - Two (2) chemical metering pumps for polyelectrolytes injection complete with aging and batch tanks - Two (2) chemical metering pumps for polymer injection complete with aging and solution tanks (used as back-up)
Notes	

Powdered Activated Carbon

Description	Powdered activated carbon for taste and odor control
Feed Point	Ahead of in-line mixer or solids contact clarifiers
Equipment	One (1) slurry tank
	One (1) chemical metering pump
	Secondary spill containment
	A dust control system
Notes	

Soda Ash

Description	Soda ash dosing system for pH adjustment
Feed Point #1	Chemical contact chamber
Feed Point #2	Solid contact clarifiers
Feed Point #3	In-line mixture
Equipment	A silo inside the building
	One (1) day tank
	Volumetric feeder
	A dust collector
Notes	

Elevated Storage Tank

Description	An elevated storage tank
Location	South-east side of the intersection of Colonization Road West and McIrvine Road
UTM Coordinates	NAD 83: Zone 15 +/- 10: Easting 468540: Northing 5383616
Capacity	4,500 m ³
Equipment	Includes calcium hypochlorite re-chlorination facility along with: <ul style="list-style-type: none"> - a telemetry system providing the water level information to the main computer at the plant; and - a looped circulation system
Notes	

Watermains

1.2 Watermains within the distribution system comprise:

- 1.2.1 Watermains that have been set out in each document or file identified in column 1 of Table 1.

Table 1: Watermains	
Column 1 Document or File Name	Column 2 Date
WATER DISTRIBUTION SYSTEM - December 16, 2015.pdf	December 16, 2015

- 1.2.2 Watermains that have been added, modified, replaced or extended further to the provisions of Schedule C of this drinking water works permit on or after the date identified in column 2 of Table 1 for each document or file identified in column 1.
- 1.2.3 Watermains that have been added, modified, replaced or extended further to an authorization by the Director on or after the date identified in column 2 of Table 1 for each document or file identified in column 1.

Schedule B: General

System Owner	The Corporation of the Town of Fort Frances
Permit Number	224-201
Drinking Water System Name	Fort Frances Drinking Water System
Schedule B Issue Date	May 13th, 2016

1.0 Applicability

- 1.1 In addition to any other requirements, the drinking water system identified above shall be altered and operated in accordance with the conditions of this drinking water works permit and the licence.
- 1.2 The definitions and conditions of the licence shall also apply to this drinking water works permit.

2.0 Alterations to the Drinking Water System

- 2.1 Any document issued by the Director as a Schedule C to this drinking water works permit shall provide authority to alter the drinking water system in accordance, where applicable, with the conditions of this drinking water works permit and the licence.
- 2.2 All Schedule C documents issued by the Director for the drinking water system shall form part of this drinking water works permit.
- 2.3 All parts of the drinking water system in contact with drinking water which are:
- 2.3.1 Added, modified, replaced, extended; or
- 2.3.2 Taken out of service for inspection, repair or other activities that may lead to contamination,
- shall be disinfected before being put into service in accordance with a procedure approved by the Director or in accordance with the applicable provisions of the following documents:
- a) The ministry's Watermain Disinfection Procedure, effective January 01, 2017;
- b) AWWA C652 – Standard for Disinfection of Water-Storage Facilities;
- c) AWWA C653 – Standard for Disinfection of Water Treatment Plants; and
- d) AWWA C654 – Standard for Disinfection of Wells.
- 2.4 The owner shall notify the Director within thirty (30) days of the placing into service or the completion of any addition, modification, replacement or extension of the drinking water system which had been authorized through:
- 2.4.1 Schedule B to this drinking water works permit which would require an alteration of the description of a drinking water system component described in Schedule A of this drinking water works permit;

- 2.4.2 Any Schedule C to this drinking water works permit respecting works other than watermains; or
- 2.4.3 Any approval issued prior to the issue date of the first drinking water works permit respecting works other than watermains which were not in service at the time of the issuance of the first drinking water works permit.
- 2.5 For greater certainty, the notification requirements set out in condition 2.4 do not apply to any addition, modification, replacement or extension in respect of the drinking water system which:
 - 2.5.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03;
 - 2.5.2 Constitutes maintenance or repair of the drinking water system; or
 - 2.5.3 Is a watermain authorized by condition 3.1 of Schedule B of this drinking water works permit.
- 2.6 The owner shall notify the legal owner of any part of the drinking water system that is prescribed as a municipal drinking water system by section 2 of O. Reg. 172/03 of the requirements of the licence and this drinking water works permit as applicable to the prescribed system.
- 2.7 For greater certainty, any alteration to the drinking water system made in accordance with this drinking water works permit may only be carried out after other legal obligations have been complied with including those arising from the *Environmental Assessment Act*, *Niagara Escarpment Planning and Development Act*, *Oak Ridges Moraine Conservation Act*, 2001 and *Greenbelt Act*, 2005.

3.0 Watermain Additions, Modifications, Replacements and Extensions

- 3.1 The drinking water system may be altered by adding, modifying, replacing or extending a watermain within the distribution system subject to the following conditions:
 - 3.1.1 The design of the watermain addition, modification, replacement or extension:
 - a) Has been prepared by a Professional Engineer;
 - b) Has been designed only to transmit water and has not been designed to treat water;
 - c) Satisfies the design criteria set out in the Ministry of the Environment and Climate Change publication "Watermain Design Criteria for Future Alterations Authorized under a Drinking Water Works Permit – June 2012", as amended from time to time; and
 - d) Is consistent with or otherwise addresses the design objectives contained within the Ministry of the Environment and Climate Change publication "Design Guidelines for Drinking Water Systems, 2008", as amended from time to time.

- 3.1.2 The maximum demand for water exerted by consumers who are serviced by the addition, modification, replacement or extension of the watermain will not result in an exceedance of the rated capacity of a treatment subsystem or the maximum flow rate for a treatment subsystem component as specified in the licence, or the creation of adverse conditions within the drinking water system.
 - 3.1.3 The watermain addition, modification, replacement or extension will not adversely affect the distribution system's ability to maintain a minimum pressure of 140 kPa at ground level at all points in the distribution system under maximum day demand plus fire flow conditions.
 - 3.1.4 Secondary disinfection will be provided to water within the added, modified, replaced or extended watermain to meet the requirements of O. Reg. 170/03.
 - 3.1.5 The watermain addition, modification, replacement or extension is wholly located within the municipal boundary over which the owner has jurisdiction.
 - 3.1.6 The owner of the drinking water system consents in writing to the watermain addition, modification, replacement or extension.
 - 3.1.7 A Professional Engineer has verified in writing that the watermain addition, modification, replacement or extension meets the requirements of condition 3.1.1.
 - 3.1.8 The owner of the drinking water system has verified in writing that the watermain addition, modification, replacement or extension meets the requirements of conditions 3.1.2 to 3.1.6.
- 3.2** The authorization for the addition, modification, replacement or extension of a watermain provided for in condition 3.1 does not include the addition, modification, replacement or extension of a watermain that:
- 3.2.1 Passes under or through a body of surface water, unless trenchless construction methods are used;
 - 3.2.2 Has a nominal diameter greater than 750 mm;
 - 3.2.3 Results in the fragmentation of the drinking water system; or
 - 3.2.4 Connects to another drinking water system, unless:
 - a) Prior to construction, the owner of the drinking water system seeking the connection obtains written consent from the owner or owner's delegate of the drinking water system being connected to; and
 - b) The owner of the drinking water system seeking the connection retains a copy of the written consent from the owner or owner's delegate of the drinking water system being connected to as part of the record that is recorded and retained under condition 3.3.

- 3.3** The verifications required in conditions 3.1.7 and 3.1.8 shall be:
- 3.3.1 Recorded on “Form 1 – Record of Watermains Authorized as a Future Alteration”, as published by the Ministry of the Environment and Climate Change, prior to the watermain addition, modification, replacement or extension being placed into service; and
 - 3.3.2 Retained for a period of ten (10) years by the owner.
- 3.4** For greater certainty, the verification requirements set out in condition 3.3 do not apply to any addition, modification, replacement or extension in respect of the drinking water system which:
- 3.4.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03; or
 - 3.4.2 Constitutes maintenance or repair of the drinking water system.
- 3.5** The document or file referenced in Column 1 of Table 1 of Schedule A of this drinking water works permit that sets out watermains shall be retained by the owner and shall be updated to include watermain additions, modifications, replacements and extensions within 12 months of the addition, modification, replacement or extension.
- 3.6** The updates required by condition 3.5 shall include watermain location relative to named streets or easements and watermain diameter.

4.0 Minor Modifications to the Drinking Water System

- 4.1** The drinking water system may be altered by adding, modifying or replacing the following components in the drinking water system:
- 4.1.1 Raw water pumps and treatment process pumps in the treatment system;
 - 4.1.2 Coagulant feed systems in the treatment system, including the location and number of dosing points;
 - 4.1.3 Valves;
 - 4.1.4 Instrumentation and controls, including SCADA systems, and software associated with these devices;
 - 4.1.5 Filter media, backwashing equipment and under-drains in the treatment system; or,
 - 4.1.6 Spill containment works.
- 4.2** The drinking water system may be altered by adding, modifying, replacing or removing the following components in the drinking water system:
- 4.2.1 Treated water pumps and associated equipment;
 - 4.2.2 Re-circulation devices within distribution system storage facilities;

-
- 4.2.3 In-line mixing equipment;
 - 4.2.4 Chemical metering pumps and chemical handling pumps;
 - 4.2.5 Chemical storage tanks (excluding fuel storage tanks) and associated equipment; or,
 - 4.2.6 Measuring and monitoring devices that are not required by regulation, by a condition in the Drinking Water Works Permit, or by a condition otherwise imposed by the Ministry of the Environment and Climate Change.
- 4.3** The drinking water system may be altered by replacing the following:
- 4.3.1 Raw water piping, treatment process piping or treated water piping within the treatment subsystem;
 - 4.3.2 Fuel storage tanks and spill containment works, and associated equipment; or
 - 4.3.3 Coagulants and pH adjustment chemicals, where the replacement chemicals perform the same function;
 - a) Prior to making any alteration to the drinking water system under condition 4.3.3, the owner shall undertake a review of the impacts that the alteration might have on corrosion control or other treatment processes; and
 - b) The owner shall notify the Director in writing within thirty (30) days of any alteration made under condition 4.3.3 and shall provide the Director with a copy of the review.
- 4.4** Any alteration of the drinking water system made under conditions 4.1, 4.2 or 4.3 shall not result in:
- 4.4.1 An exceedance of a treatment subsystem rated capacity or a treatment subsystem component maximum flow rate as specified in the licence;
 - 4.4.2 The bypassing of any unit process within a treatment subsystem;
 - 4.4.3 A deterioration in the quality of drinking water provided to consumers;
 - 4.4.4 A reduction in the reliability or redundancy of any component of the drinking water system;
 - 4.4.5 A negative impact on the ability to undertake compliance and other monitoring necessary for the operation of the drinking water system; or
 - 4.4.6 An adverse effect on the environment.
- 4.5** The owner shall verify in writing that any addition, modification, replacement or removal of drinking water system components in accordance with conditions 4.1, 4.2 or 4.3 has met the requirements of the conditions listed in condition 4.4.

- 4.6** The verifications and documentation required in condition 4.5 shall be:
- 4.6.1 Recorded on “Form 2 – Record of Minor Modifications or Replacements to the Drinking Water System”, as published by the Ministry of the Environment and Climate Change, prior to the modified or replaced components being placed into service; and
 - 4.6.2 Retained for a period of ten (10) years by the owner.
- 4.7** For greater certainty, the verification requirements set out in conditions 4.5 and 4.6 do not apply to any addition, modification, replacement or removal in respect of the drinking water system which:
- 4.7.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03; or
 - 4.7.2 Constitutes maintenance or repair of the drinking water system.
- 4.8** The owner shall update any drawings maintained for the drinking water system to reflect the modification or replacement of the works, where applicable.

5.0 Equipment with Emissions to the Air

- 5.1** The drinking water system may be altered by adding, modifying or replacing any of the following drinking water system components that may discharge or alter the rate or manner of a discharge of a compound of concern to the atmosphere:
- 5.1.1 Any equipment, apparatus, mechanism or thing that is used for the transfer of outdoor air into a building or structure that is not a cooling tower;
 - 5.1.2 Any equipment, apparatus, mechanism or thing that is used for the transfer of indoor air out of a space used for the production, processing, repair, maintenance or storage of goods or materials, including chemical storage;
 - 5.1.3 Laboratory fume hoods used for drinking water testing, quality control and quality assurance purposes;
 - 5.1.4 Low temperature handling of compounds with a vapor pressure of less than 1 kilopascal;
 - 5.1.5 Maintenance welding stations;
 - 5.1.6 Minor painting operations used for maintenance purposes;
 - 5.1.7 Parts washers for maintenance shops;
 - 5.1.8 Emergency chlorine and ammonia gas scrubbers and absorbers;
 - 5.1.9 Venting for activated carbon units for drinking water taste and odour control;
 - 5.1.10 Venting for a stripping unit for methane removal from a groundwater supply;
 - 5.1.11 Venting for an ozone treatment unit;

- 5.1.12 Natural gas or propane fired boilers, water heaters, space heaters and make-up air units with a total facility-wide heat input rating of less than 20 million kilojoules per hour, and with an individual fuel energy input of less than or equal to 10.5 gigajoules per hour; or
- 5.1.13 Emergency generators that fire No. 2 fuel oil (diesel fuel) with a sulphur content of 0.5 per cent or less measured by weight, natural gas, propane, gasoline or biofuel, and that are used for emergency duty only with periodic testing.
- 5.2 The owner shall not add, modify or replace a drinking water system component set out in condition 5.1 for an activity that is not directly related to the treatment and/or distribution of drinking water.
- 5.3 The emergency generators identified in condition 5.1.13 shall not be used for non-emergency purposes including the generation of electricity for sale or for peak shaving purposes.
- 5.4 The owner shall prepare an emission summary table for nitrogen oxide emissions only, for each addition, modification or replacement of emergency generators identified in condition 5.1.13.

Performance Limits

- 5.5 The owner shall ensure that a drinking water system component identified in conditions 5.1.1 to 5.1.13 is operated at all times to comply with the following limits:
 - 5.5.1 For equipment other than emergency generators, the maximum concentration of any compound of concern at a point of impingement shall not exceed the corresponding point of impingement limit;
 - 5.5.2 For emergency generators, the maximum concentration of nitrogen oxides at sensitive populations shall not exceed the applicable point of impingement limit, and at non-sensitive populations shall not exceed the Ministry of the Environment and Climate Change half-hourly screening level of 1880 ug/m³ as amended; and
 - 5.5.3 The noise emissions comply at all times with the limits set out in publication NPC-300, as applicable.
- 5.6 The owner shall verify in writing that any addition, modification or replacement of works in accordance with condition 5.1 has met the requirements of the conditions listed in condition 5.5.
- 5.7 The owner shall document how compliance with the performance limits outlined in condition 5.5.3 is being achieved, through noise abatement equipment and/or operational procedures.
- 5.8 The verifications and documentation required in conditions 5.6 and 5.7 shall be:
 - 5.8.1 Recorded on "Form 3 – Record of Addition, Modification or Replacement of Equipment Discharging a Contaminant of Concern to the Atmosphere", as published by the Ministry of the Environment and Climate Change, prior to the additional, modified or replacement equipment being placed into service; and

5.8.2 Retained for a period of ten (10) years by the owner.

5.9 For greater certainty, the verification and documentation requirements set out in conditions 5.6 and 5.8 do not apply to any addition, modification or replacement in respect of the drinking water system which:

5.9.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03; or

5.9.2 Constitutes maintenance or repair of the drinking water system.

5.10 The owner shall update any drawings maintained for the works to reflect the addition, modification or replacement of the works, where applicable.

6.0 Previously Approved Works

6.1 The owner may add, modify, replace or extend, and operate part of a municipal drinking water system if:

6.1.1 An approval was issued after January 1, 2004 under section 36 of the SDWA in respect of the addition, modification, replacement or extension and operation of that part of the municipal drinking water system;

6.1.2 The approval expired by virtue of subsection 36(4) of the SDWA; and

6.1.3 The addition, modification, replacement or extension commenced within five years of the date that activity was approved by the expired approval.

7.0 System-Specific Conditions

7.1 Not Applicable.

8.0 Source Protection

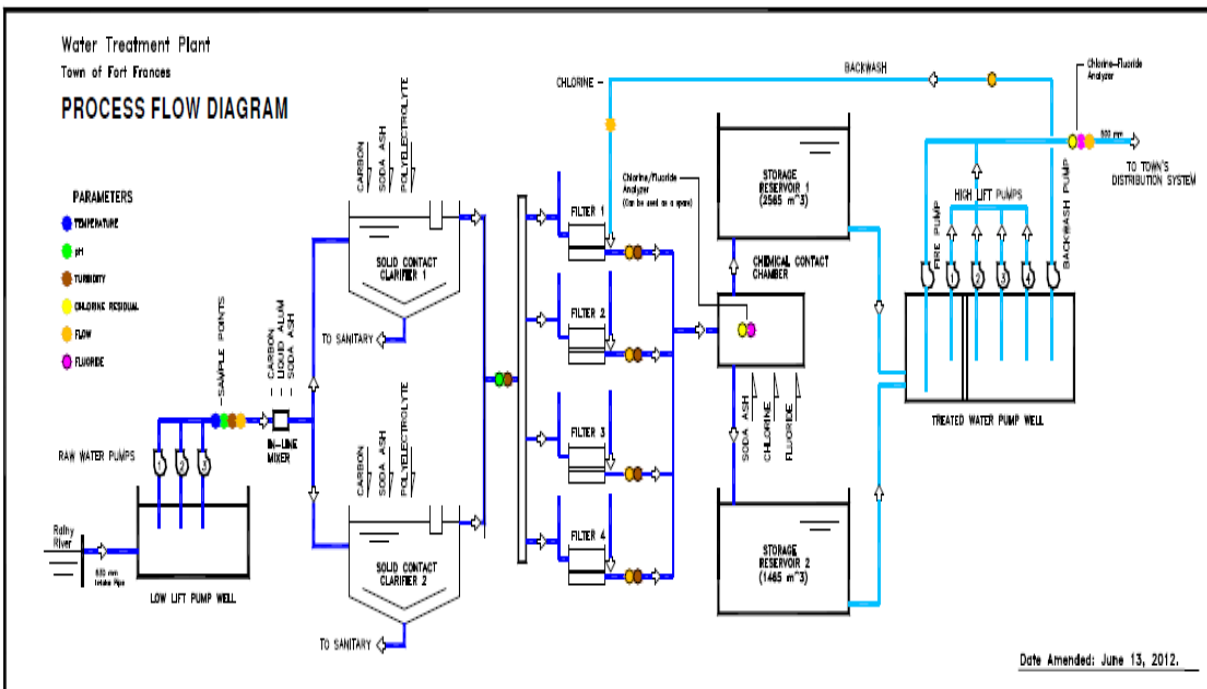
8.1 Not Applicable.

Schedule D: Process Flow Diagrams

System Owner	The Corporation of the Town of Fort Frances
Permit Number	224-201
Drinking Water System Name	Fort Frances Drinking Water System
Schedule D Issue Date	May 13th, 2016

1.0 Process Flow Diagrams

Fort Frances Water Treatment Plant



[Source: Quality Management System Operational Plan Town of Fort Frances Water System, Revision No. 8, October 30, 2015]

Ministry of the Environment

Northern Region
Technical Support Section
Water Resources
331-435 James St S
Thunder Bay ON P7E 6S7
Fax: (807)475-1754
Telephone: (807)475-1734

Ministère de l'Environnement

Bureau principal de la région du Nord
Section du Soutien Technique
Ressource en eau
331-435 rue James S
Thunder Bay ON P7E 6S7
Télécopieur: (807)475-1754
Téléphone : (807)475-1734



RECEIVED
OCT 11 2006

October 5, 2006

The Corporation of the Town of Fort Frances
320 Portage Avenue
Fort Frances, Ontario, P9A 3P9
Canada

Attention: Douglas Herr

RE: Permit to Take Water 7280-6UAMD9
Reference Number 6071-6S5JT7

Dear Mr. Herr,

Please find attached Permit to Take Water (PTTW) 7280-6UAMD9, which renews PTTW 86-P-6003 and grants the taking of water from the Rainy River, in the Original Geographic Township of McIrvine, Town of Fort Frances, District of Rainy River, for the purpose of municipal supply. The rate of taking shall not exceed a maximum of 12,000 litres per minute or 17,000,000 litres per day. The Permit is valid until October 5, 2016.

The Terms and Conditions are shown on pages 2-5 of the Permit.

This Permit does not relieve you, or The Corporation of the Town of Fort Frances as the proponent, from compliance with provisions of any of the applicable Federal or Provincial statutes, regulations or other legal requirements.

Should you have any questions or concerns, please contact this office as soon as possible.

Yours truly,

A handwritten signature in cursive script, reading "Jacinth Gilliam-Price", written over a horizontal line.

Jacinth Gilliam-Price
Pttw Coordinator
Northern Region

File Storage Number: TS 31-02 PTTW 86-P-6003 (Fort Frances, The Corporation of the Town of)



Ministry of the
Environment
Ministère de
l'Environnement

PERMIT TO TAKE WATER
Surface Water
NUMBER 7280-6UAMD9

Pursuant to Section 34 of the Ontario Water Resources Act, R.S.O. 1990 this Permit To Take Water is hereby issued to:

The Corporation of the Town of Fort Frances
320 Portage Avenue
Fort Frances, Ontario, P9A 3P9
Canada

For the water taking from: Rainy River

Located at: 901 Colonization Road East, McIrvine Geo. Twp.
Fort Frances, District of Rainy River

For the purposes of this Permit, and the terms and conditions specified below, the following definitions apply:

DEFINITIONS

- (a) "Director" means any person appointed in writing as a Director pursuant to section 5 of the OWRA for the purposes of section 34, OWRA.
- (b) "Provincial Officer" means any person designated in writing by the Minister as a Provincial Officer pursuant to section 5 of the OWRA.
- (c) "Ministry" means Ontario Ministry of the Environment.
- (d) "District Office" means the Kenora District Office.
- (e) "Permit" means this Permit to Take Water No. 7280-6UAMD9 including its Schedules, if any, issued in accordance with Section 34 of the OWRA.
- (f) "Permit Holder" means The Corporation of the Town of Fort Frances.
- (g) "OWRA " means the *Ontario Water Resources Act*, R.S.O. 1990, c. O. 40, as amended.

You are hereby notified that this Permit is issued subject to the terms and conditions outlined below:

TERMS AND CONDITIONS

1. Compliance with Permit

- 1.1 Except where modified by this Permit, the water taking shall be in accordance with the application for this Permit To Take Water, dated July 12, 2006 and signed by Douglas Herr, and all Schedules included in this Permit.
- 1.2 The Permit Holder shall ensure that any person authorized by the Permit Holder to take water under this Permit is provided with a copy of this Permit and shall take all reasonable measures to ensure that any such person complies with the conditions of this Permit.
- 1.3 Any person authorized by the Permit Holder to take water under this Permit shall comply with the conditions of this Permit.
- 1.4 This Permit is not transferable to another person.
- 1.5 This Permit provides the Permit Holder with permission to take water in accordance with the conditions of this Permit, up to the date of the expiry of this Permit. This Permit does not constitute a legal right, vested or otherwise, to a water allocation, and the issuance of this Permit does not guarantee that, upon its expiry, it will be renewed.
- 1.6 The Permit Holder shall keep this Permit available at all times at or near the site of the taking, and shall produce this Permit immediately for inspection by a Provincial Officer upon his or her request.
- 1.7 The Permit Holder shall report any changes of address to the Director within thirty days of any such change. The Permit Holder shall report any change of ownership of the property for which this Permit is issued within thirty days of any such change. A change in ownership in the property shall cause this Permit to be cancelled.

2. General Conditions and Interpretation

- 2.1 **Inspections**
The Permit Holder must forthwith, upon presentation of credentials, permit a Provincial Officer to carry out any and all inspections authorized by the OWRA, the *Environmental Protection Act*, R.S.O. 1990, the *Pesticides Act*, R.S.O. 1990, or the *Safe Drinking Water Act*, S. O. 2002.
- 2.2 **Other Approvals**
The issuance of, and compliance with this Permit, does not:
 - (a) relieve the Permit Holder or any other person from any obligation to comply with any other applicable legal requirements, including the provisions of the *Ontario Water Resources Act*, and the *Environmental Protection Act*, and any regulations made thereunder; or
 - (b) limit in any way any authority of the Ministry, a Director, or a Provincial Officer, including

the authority to require certain steps be taken or to require the Permit Holder to furnish any further information related to this Permit.

- 2.2.1 Prior to the taking of any water under the authorization of the Permit to Take Water, the Permit Holder shall ensure full compliance with the Safe Drinking Water Act, 2002 and its regulations. At no time does this permit authorize the taking of water when out of compliance with the Safe Drinking Water Act, 2002 and its regulations.

2.3 Information

The receipt of any information by the Ministry, the failure of the Ministry to take any action or require any person to take any action in relation to the information, or the failure of a Provincial Officer to prosecute any person in relation to the information, shall not be construed as:

- (a) an approval, waiver or justification by the Ministry of any act or omission of any person that contravenes this Permit or other legal requirement; or
- (b) acceptance by the Ministry of the information's completeness or accuracy.

2.4 Rights of Action

The issuance of, and compliance with this Permit shall not be construed as precluding or limiting any legal claims or rights of action that any person, including the Crown in right of Ontario or any agency thereof, has or may have against the Permit Holder, its officers, employees, agents, and contractors.

2.5 Severability

The requirements of this Permit are severable. If any requirements of this Permit, or the application of any requirements of this Permit to any circumstance, is held invalid or unenforceable, the application of such requirements to other circumstances and the remainder of this Permit shall not be affected thereby.

2.6 Conflicts

Where there is a conflict between a provision of any submitted document referred to in this Permit, including its Schedules, and the conditions of this Permit, the conditions in this Permit shall take precedence.

3. **Water Takings Authorized by This Permit**

3.1 **Expiry**

This Permit expires on **October 5, 2016**. No water shall be taken under authority of this Permit after the expiry date.

3.2 **Amounts of Taking Permitted**

The Permit Holder shall only take water from the source, during the periods and at the rates and amounts of taking specified in Table A. Water takings are authorized only for the purposes specified in Table A.

Table A

	Source Name / Description:	Source: Type:	Taking Specific Purpose:	Taking Major Category:	Max. Taken per Minute (litres):	Max. Num. of Hrs Taken per Day:	Max. Taken per Day (litres):	Max. Num. of Days Taken per Year:	Zone/ Easting/ Northing:
1	Rainy River	River	Municipal	Water Supply	12,000	24	17,000,000	365	15 473000 5384717
						Total Taking:	17,000,000		

4. Monitoring

- 4.1 The Permit Holder shall maintain a record of all water takings. This record shall include the dates and times of water takings, and the total measured amounts of water pumped per day for each day that water is taken under the authorization of this Permit. The Permit Holder shall keep all required records up to date and available at or near the site of the taking and shall produce the records immediately for inspection by a Provincial Officer upon his or her request.

5. Impacts of the Water Taking

5.1 Notification

The Permit Holder shall immediately notify the local District Office of any complaint arising from the taking of water authorized under this Permit and shall report any action which has been taken or is proposed with regard to such complaint. The Permit Holder shall immediately notify the local District Office if the taking of water is observed to have any significant impact on the surrounding waters. After hours, calls shall be directed to the Ministry's Spills Action Centre at 1-800-268-6060.

5.2 For Surface-Water Takings

The taking of water (including the taking of water into storage and the subsequent or simultaneous withdrawal from storage) shall be carried out in such a manner that streamflow is not stopped and is not reduced to a rate that will cause interference with downstream uses of water or with the natural functions of the stream.

6. Director May Amend Permit

The Director may amend this Permit by letter requiring the Permit Holder to suspend or reduce the taking to an amount or threshold specified by the Director in the letter. The suspension or reduction in taking shall be effective immediately and may be revoked at any time upon notification by the Director. This condition does not affect your right to appeal the suspension or reduction in taking to the Environmental Review Tribunal under the *Ontario Water Resources Act*, Section 100 (4).

The reasons for the imposition of these terms and conditions are as follows:

1. Condition 1 is included to ensure that the conditions in this Permit are complied with and can be enforced.
2. Condition 2 is included to clarify the legal interpretation of aspects of this Permit.
3. Conditions 3 through 6 are included to protect the quality of the natural environment so as to safeguard the ecosystem and human health and foster efficient use and conservation of waters. These conditions allow for the beneficial use of waters while ensuring the fair sharing, conservation and sustainable use of the waters of Ontario. The conditions also specify the water takings that are authorized by this Permit and the scope of this Permit.

In accordance with Section 100 of the Ontario Water Resources Act, R.S.O. 1990, you may by written Notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 101 of the Ontario Water Resources Act, R.S.O. 1990, as amended, provides that the Notice requiring the hearing shall state:

1. The portions of the Permit or each term or condition in the Permit in respect of which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

In addition to these legal requirements, the Notice should also include:

3. The name of the appellant;
4. The address of the appellant;
5. The Permit to Take Water number;
6. The date of the Permit to Take Water;
7. The name of the Director;
8. The municipality within which the works are located;

This notice must be served upon:

*The Secretary
Environmental Review Tribunal
2300 Yonge Street, Suite 1700
Toronto, Ontario M4P 1E4*

AND

*The Director, Section 34
Ministry of the Environment
331-435 James St S
Thunder Bay ON P7E 6S7
Fax: (807)475-1754*

Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal:

by telephone at (416) 314-4600

by fax at (416) 314-4506

by e-mail at www.ert.gov.on.ca

This Permit cancels and replaces Permit Number 86-P-6003, issued on 1999/03/22.

Dated at Thunder Bay this 5th day of October, 2006.



**Dave Hollinger
Director, Section 34
Ontario Water Resources Act, R.S.O. 1990**

Schedule A

This Schedule "A" forms part of Permit To Take Water 7280-6UAMD9, dated October 5, 2006.

- Permit to Take Water 86-P-6003, issued on March 22, 1999
- Amendment to Permit to Take Water 86-P-6003, issued on October 15, 2001

PERMIT TO TAKE WATER

Surface Water

NUMBER 3528-AE6PEM

Pursuant to Section 34.1 of the Ontario Water Resources Act, R.S.O. 1990 this Permit To Take Water is hereby issued to:

The Corporation of the Town of Fort Frances
320 Portage Ave
Fort Frances, Ontario, P9A 3P9
Canada

*For the water
taking from:* Rainy River

Located at: 901 Colonization Rd E
Fort Frances, District of Rainy River

For the purposes of this Permit, and the terms and conditions specified below, the following definitions apply:

DEFINITIONS

- (a) "Director" means any person appointed in writing as a Director pursuant to section 5 of the OWRA for the purposes of section 34.1, OWRA.
- (b) "Provincial Officer" means any person designated in writing by the Minister as a Provincial Officer pursuant to section 5 of the OWRA.
- (c) "Ministry" means Ontario Ministry of the Environment and Climate Change.
- (d) "District Office" means the Kenora District Office.
- (e) "Permit" means this Permit to Take Water No. 3528-AE6PEM including its Schedules, if any, issued in accordance with Section 34.1 of the OWRA.
- (f) "Permit Holder" means The Corporation of the Town of Fort Frances.
- (g) "OWRA " means the *Ontario Water Resources Act*, R.S.O. 1990, c. O. 40, as amended.

You are hereby notified that this Permit is issued subject to the terms and conditions outlined below:

TERMS AND CONDITIONS

1. Compliance with Permit

- 1.1 Except where modified by this Permit, the water taking shall be in accordance with the application for this Permit To Take Water, dated September 12, 2016 and signed by Douglas Herr, and all Schedules included in this Permit.
- 1.2 The Permit Holder shall ensure that any person authorized by the Permit Holder to take water under this Permit is provided with a copy of this Permit and shall take all reasonable measures to ensure that any such person complies with the conditions of this Permit.
- 1.3 Any person authorized by the Permit Holder to take water under this Permit shall comply with the conditions of this Permit.
- 1.4 This Permit is not transferable to another person.
- 1.5 This Permit provides the Permit Holder with permission to take water in accordance with the conditions of this Permit, up to the date of the expiry of this Permit. This Permit does not constitute a legal right, vested or otherwise, to a water allocation, and the issuance of this Permit does not guarantee that, upon its expiry, it will be renewed.
- 1.6 The Permit Holder shall keep this Permit available at all times at or near the site of the taking, and shall produce this Permit immediately for inspection by a Provincial Officer upon his or her request.
- 1.7 The Permit Holder shall report any changes of address to the Director within thirty days of any such change. The Permit Holder shall report any change of ownership of the property for which this Permit is issued within thirty days of any such change. A change in ownership in the property shall cause this Permit to be cancelled.

2. General Conditions and Interpretation

2.1 Inspections

The Permit Holder must forthwith, upon presentation of credentials, permit a Provincial Officer to carry out any and all inspections authorized by the OWRA, the *Environmental Protection Act*, R.S.O. 1990, the *Pesticides Act*, R.S.O. 1990, or the *Safe Drinking Water Act*, S. O. 2002.

2.2 Other Approvals

The issuance of, and compliance with this Permit, does not:

- (a) relieve the Permit Holder or any other person from any obligation to comply with any other applicable legal requirements, including the provisions of the *Ontario Water Resources Act*, and the *Environmental Protection Act*, and any regulations made thereunder; or
- (b) limit in any way any authority of the Ministry, a Director, or a Provincial Officer, including the authority to require certain steps be taken or to require the Permit Holder to furnish any further information related to this Permit.

- 2.2.1 Prior to the taking of any water under the authorization of the Permit to Take Water, the Permit Holder shall ensure full compliance with the Safe Drinking Water Act, 2002 and its regulations. At no time does this permit authorize the taking of water when out of compliance with the Safe Drinking Water Act, 2002 and its regulations.
- 2.3 Information
The receipt of any information by the Ministry, the failure of the Ministry to take any action or require any person to take any action in relation to the information, or the failure of a Provincial Officer to prosecute any person in relation to the information, shall not be construed as:
- (a) an approval, waiver or justification by the Ministry of any act or omission of any person that contravenes this Permit or other legal requirement; or
- (b) acceptance by the Ministry of the information's completeness or accuracy.
- 2.4 Rights of Action
The issuance of, and compliance with this Permit shall not be construed as precluding or limiting any legal claims or rights of action that any person, including the Crown in right of Ontario or any agency thereof, has or may have against the Permit Holder, its officers, employees, agents, and contractors.
- 2.5 Severability
The requirements of this Permit are severable. If any requirements of this Permit, or the application of any requirements of this Permit to any circumstance, is held invalid or unenforceable, the application of such requirements to other circumstances and the remainder of this Permit shall not be affected thereby.
- 2.6 Conflicts
Where there is a conflict between a provision of any submitted document referred to in this Permit, including its Schedules, and the conditions of this Permit, the conditions in this Permit shall take precedence.

3. Water Takings Authorized by This Permit

3.1 Expiry

This Permit expires on **September 27, 2026**. No water shall be taken under authority of this Permit after the expiry date.

3.2 Amounts of Taking Permitted

The Permit Holder shall only take water from the source, during the periods and at the rates and amounts of taking specified in Table A. Water takings are authorized only for the purposes specified in Table A.

Table A

Source Name / Description:	Source: Type:	Taking Specific Purpose:	Taking Major Category:	Max. Taken per Minute (litres):	Max. Num. of Hrs Taken per Day:	Max. Taken per Day (litres):	Max. Num. of Days Taken per Year:	Zone/ Easting/ Northing:
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1	Rainy River	River	Municipal	Water Supply	12,000	24	17,000,000	365	15 472938 5384735
						Total Taking:	17,000,000		

4. Monitoring

- 4.1 The Permit Holder shall, on each day water is taken under the authorization of this Permit, record the date, the volume of water taken on that date and the rate at which it was taken. The daily volume of water taken shall be measured by a flow meter or calculated in accordance with the method described in the application for this Permit or as otherwise accepted by the Director. A separate record shall be maintained for each source. The Permit Holder shall keep all records required by this condition current and available at or near the site of the taking and shall produce the records immediately for inspection by a Provincial Officer upon his or her request. The Permit Holder, unless otherwise required by the Director, shall submit, on or before March 31st in every year, the daily water taking data collected and recorded for the previous year to the ministry's Water Taking Reporting System.

5. Impacts of the Water Taking

5.1 Notification

The Permit Holder shall immediately notify the local District Office of any complaint arising from the taking of water authorized under this Permit and shall report any action which has been taken or is proposed with regard to such complaint. The Permit Holder shall immediately notify the local District Office if the taking of water is observed to have any significant impact on the surrounding waters. After hours, calls shall be directed to the Ministry's Spills Action Centre at 1-800-268-6060.

5.2 For Surface-Water Takings

The taking of water (including the taking of water into storage and the subsequent or simultaneous withdrawal from storage) shall be carried out in such a manner that streamflow is not stopped and is not reduced to a rate that will cause interference with downstream uses of water or with the natural functions of the stream.

6. Director May Amend Permit

The Director may amend this Permit by letter requiring the Permit Holder to suspend or reduce the taking to an amount or threshold specified by the Director in the letter. The suspension or reduction in taking shall be effective immediately and may be revoked at any time upon notification by the Director. This condition does not affect your right to appeal the suspension or reduction in taking to the Environmental Review Tribunal under the *Ontario Water Resources Act*, Section 100 (4).

The reasons for the imposition of these terms and conditions are as follows:

1. Condition 1 is included to ensure that the conditions in this Permit are complied with and can be enforced.
2. Condition 2 is included to clarify the legal interpretation of aspects of this Permit.
3. Conditions 3 through 6 are included to protect the quality of the natural environment so as to safeguard the ecosystem and human health and foster efficient use and conservation of waters. These conditions allow for the beneficial use of waters while ensuring the fair sharing, conservation and sustainable use of the waters of Ontario. The conditions also specify the water takings that are authorized by this Permit and the scope of this Permit.

In accordance with Section 100 of the Ontario Water Resources Act, R.S.O. 1990, you may by written Notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this Notice, require a hearing by the Tribunal. Section 101 of the Ontario Water Resources Act, R.S.O. 1990, as amended, provides that the Notice requiring the hearing shall state:

1. The portions of the Permit or each term or condition in the Permit in respect of which the hearing is required, and;
2. The grounds on which you intend to rely at the hearing in relation to each portion appealed.

In addition to these legal requirements, the Notice should also include:

3. The name of the appellant;
4. The address of the appellant;
5. The Permit to Take Water number;
6. The date of the Permit to Take Water;
7. The name of the Director;
8. The municipality within which the works are located;

This notice must be served upon:

*The Secretary
Environmental Review Tribunal
655 Bay Street, 15th Floor
Toronto ON
M5G 1E5
Fax: (416) 326-5370*

AND

*The Director, Section 34.1, Ministry of the
Environment and Climate Change
331-435 James St S
Thunder Bay ON P7E 6S7
Fax: (807) 475-1754*

Email: ERTTribunalsecretary@ontario.ca

Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal:

by Telephone at
(416) 212-6349
Toll Free 1(866) 448-2248

by Fax at
(416) 326-5370
Toll Free 1(844) 213-3474

by e-mail at
www.ert.gov.on.ca

This Permit cancels and replaces Permit Number 7280-6UAMD9, issued on 2006/10/05.

Dated at Thunder Bay this 27th day of September, 2016.



Carrie Hutchison
Director, Section 34.1
Ontario Water Resources Act , R.S.O. 1990

Schedule A

This Schedule "A" forms part of Permit To Take Water 3528-AE6PEM, dated September 27, 2016.

Permit To Take Water 7280-6UAMD9, dated October 5, 2006.



The Corporation of the Town of Fort Frances
320 Portage Avenue
Fort Frances, ON
P9A 3P9

Pursuant to the Safe Drinking Water Act, 2002, S.O. 2002, c. 32, and the regulations made thereunder and subject to the limitations thereof, this approval is issued under Part V of the Safe Drinking Water Act, 2002, S.O. 2002, c. 32 to:

The Corporation of the Town of Fort Frances
320 Portage Avenue
Fort Frances, ON
P9A 3P9

PART 1 – DRINKING WATER SYSTEM IDENTIFICATION

- 1.1 with respect to the drinking water system serving The Corporation of the Town of Fort Frances, known as Fort Frances Water Treatment Plant, identified as DWS Number 220000978.

PART 2 – RELIEF FROM REGULATORY REQUIREMENTS

- 2.1 for relief from regulatory requirements, pursuant to *section 38 of the Safe Drinking Water Act*, as follows:

Notwithstanding the provisions of Schedule 15.1 of O.Reg. 170/03, the Owner is not required to comply with the following:

Sampling Requirements of Schedule 15.1-4 (Standard Sampling)

- 2.2 In exchange for the relief granted under 2.1 above, the Owner is required to comply with the following:

Sampling Requirements of Schedule 15.1-5 (Reduced Sampling)

SCHEDULE A

The following documents form part of this approval:

1. Request for Regulatory Relief from Lead Sampling Requirements in Schedule 15.1 of Regulation 170/03, Safe Drinking Water Act, dated November 23, 2010, and all supporting documentation and information.

All or part of this decision may be reviewable in accordance with the provisions of Part X of the SDWA. In accordance with Section 129(1) of the Safe Drinking Water Act, Chapter 32 Statutes of Ontario, 2002, as amended, you may by written notice served upon me and the Environmental Review Tribunal within 15 days after receipt of this notice, require a hearing by the Tribunal. Section 129(2) sets out a procedure upon which the 15 days may be extended by the Tribunal. Section 129(3) of the Safe Drinking Water Act, Chapter 32 Statutes of Ontario, 2002, provides that the Notice requiring the hearing shall state:

1. The aspect of the decision, including the portion of the permit, licence, approval, order or notice of administrative penalty in respect of which the hearing is required; and
2. The grounds for review to be relied on by the person at the hearing.

Except with leave of the Tribunal, a person requiring a hearing in relation to a reviewable decision is not entitled to,

- (a) a review of an aspect of the decision other than that stated in the notice requiring the hearing; or
- (b) a review of the decision other than on the grounds stated in the notice

The Notice should also include:

3. The name of the appellant;
4. The address of the appellant;
5. The Certificate of Approval number;
6. The date of the Certificate of Approval;
7. The name of the Director;
8. The municipality within which the works are located;

And the Notice should be signed and dated by the appellant.

This Notice must be served upon:

The Secretary*
Environmental Review Tribunal
655 Bay Street, 15th Floor
Toronto, Ontario
M5G 1E5

AND

The Director
Part V, *Safe Drinking Water Act*, 2002
Ministry of the Environment
2 St. Clair Avenue West, Floor 12A
Toronto, Ontario
M4V 1L5

*** Further information on the Environmental Review Tribunal's requirements for an appeal can be obtained directly from the Tribunal at: Tel: (416) 314-4600, Fax: (416) 314-4506 or www.ert.gov.on.ca**

The above noted water works are approved under Part V of the Safe Drinking Water Act.

DATED AT TORONTO this 12th day of January, 2011

A handwritten signature in black ink, reading "A. Ahmed", with a horizontal line underneath.

Aziz S. Ahmed, P.Eng.
Director, *Part V*
Safe Drinking Water Act

TS/

c: Drinking Water Supervisor, MOE Kenora District Office

Ministry of the Environment
Safe Drinking Water Branch
Floor 19
2 St Clair Ave W
Toronto ON M4V 1L5
Fax: (416)314-1037
Telephone: (416) 314-8184

Ministère de l'Environnement
Direction du contrôle de la qualité de
l'eau potable
Étage 19
2 av St Clair Ouest
Toronto ON M4V 1L5
Télécopieur: (416)314-1037
Téléphone : (416) 314-8184



January 12, 2011

Douglas Herr
Environmental and Facilities Superintendent
The Corporation of the Town of Fort Frances
320 Portage Avenue
Fort Frances, ON
P9A 3P9

RE: **Regulatory Relief From Lead Sampling Requirements**
Fort Frances Water Treatment Plant
Certificate of Approval Number PB220000978RR-01

We have enclosed a new Certificate of Approval in accordance with Part V, of the SDWA. This Certificate provides regulatory relief from lead sampling requirements of Regulation 170/03 for the above drinking water system.

If you have any questions regarding the above approval, please contact Tony Tsui, EIT, Engineering Intern, at (416) 314-8184.

Aziz S. Ahmed, P.Eng.
Director, Part V SDWA

cc. Drinking Water Supervisor, MOE Kenora District Office

Ministry of the Environment and
Climate Change
Safe Drinking Water Branch
Kenora Area Office
808 Robertson St
2nd 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



February 3, 2017

Town of Fort Frances
320 Portage Ave.
Fort Frances, ON
P9A 3P9

Attention: Douglas Herr, Environmental and Facilities Superintendent

Dear Mr. Herr:

Re: Fort Frances Water Treatment Plant Inspection Report (2016/2017)

Please find attached the 2016/2017 municipal water works inspection report. The announced focused inspection was conducted on January 12 & 13, 2017. The time and co-operation of all operators involved was greatly appreciated.

One non-compliance issue was identified during the inspection. Actions required to address the non-compliance issue included on page 11 of the inspection report. Please note that "Actions Required" are linked to incidents of non-compliance with regulatory requirements contained within an Act, a Regulation, or site-specific approvals, licenses, permits, orders, or instructions. Such violations could result in the issuance of mandatory abatement instruments including Orders, tickets, penalties, or referrals to the ministry's Investigations and Enforcement Branch.

Best practice issues and associated recommendations, for the continued improvement of operations of the Fort Frances drinking-water system, are provided on page 12 of the inspection report. "*Recommended Actions*" convey information that the owner or operating authority should consider implementing in order to advance efforts already in place to address such issues as emergency preparedness, the fulsome availability of information to consumers, and conformance with existing and emerging industrial standards. Please note that items which appear as recommended actions do not, in themselves, constitute violations.

In order to measure individual inspection results, the Ministry has established an inspection compliance risk framework based on the principles on the Inspection, Investigation & Enforcement (II&E) Secretariat and advice in internal/external risk experts. The Inspection Summary Rating

Record (IRR), included as Appendix B of the inspection report, provides the Ministry, the system owner and the local Public Health Units with a summarized quantitative measure of the drinking water system's annual inspection and regulated water quality testing performance. Please note the attached IRR methodology memo describing how the risk rating model has improved to better reflect the health related and administrative non-compliance found in an inspection report. IRR ratings are published (for the previous inspection year) in the Ministry's Chief Drinking Water Inspector's Annual Report. If you have any questions or concerns regarding the rating, please contact Dave Manol, Drinking Water Program Supervisor, at (807) 475-1689.

Section 19 of the Safe Drinking Water Act (Standard of Care) creates a number of obligations for individuals who exercise decision-making authority over municipal drinking water systems. Please be aware that the Ministry has encouraged such individuals, particularly municipal councilors, to take steps to be better informed about the drinking water systems over which they have decision-making authority. These steps could include asking for a copy of this inspection report and a review of its findings. Further information about Section 19 can be found in "*Taking Care of Your Drinking Water: A guide for members of municipal council*" found under "Resources" on the Drinking Water Ontario website at www.ontario.ca/drinkingwater.

If you have any questions or comments in regards to this inspection, or if you would like to discuss Ontario's drinking water legislation, please contact Carolyn Lacroix at (807) 468-2727.

Sincerely,



Ministry of the Environment
Northern Region - Kenora Area Office

CL/cl

cc. Northwestern Health Unit
21 Wolsley Street
Kenora, Ontario
P9N 3W7
Attention: Thomas Nabb, Program Manager

cc. Ministry of Natural Resources and Forestry
922 Scott Street
Fort Frances, Ontario
P9A 6S7
Attention: Greg Chapman, District Manager

cc. Ministry of the Environment

Ministry of the Environment and
Climate Change
Safe Drinking Water Branch
Kenora Area Office
808 Robertson St
2nd 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
Téléc.: 807-468-2735
Sans Frais: 1-888-367-7622



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

Attention: Dave Manol, Drinking Water Supervisor

cc. Kenora Area Office
File Number: RR EM MI – 540



Ministry of the Environment and Climate Change

**FORT FRANCES DRINKING WATER SYSTEM
Inspection Report**

Site Number:	220000978
Inspection Number:	1-CMOWD
Date of Inspection:	Jan 12, 2017
Inspected By:	Carolyn Lacroix

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OWNER INFORMATION:

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

CONTACT INFORMATION**INSPECTION DETAILS:**

Site Name:	FORT FRANCES DRINKING WATER SYSTEM
Site Address:	901 COLONIZATION RD E FORT FRANCES P9A 3P9
County/District:	Fort Frances
MOECC District/Area Office:	Kenora Area Office
Health Unit:	NORTHWESTERN HEALTH UNIT
Conservation Authority:	
MNR Office:	Fort Frances District Office
Category:	Large Municipal Residential
Site Number:	220000978
Inspection Type:	Announced
Inspection Number:	1-CMOWD
Date of Inspection:	Jan 12, 2017
Date of Previous Inspection:	Nov 30, 2015

COMPONENTS DESCRIPTION

Site (Name):	MOE DWS Mapping
Type:	DWS Mapping Point

Sub Type:

Site (Name):	SOURCE
Type:	Source

Sub Type: Surface**Comments:**

The raw water supply for the Fort Frances municipal drinking water system is taken from the Rainy River at the outflow of Rainy Lake. The source water is generally of good quality, however it can be subject to elevated levels of colour, turbidity, and dissolved organic carbon.

Source water is gravity-fed into a low-lift pump well located within the plant. It is then drawn through a 630 mm diameter, 190 m long intake line that is equipped at the terminal end with a stainless steel screen. Coarse material is screened at the initial intake point and again through a set of screens within the raw water well.

Site (Name):	TREATED WATER
Type:	Treated Water POE

Sub Type: Pumphouse**Comments:**

Three (3) vertical turbine low lift pumps deliver raw water through a common header equipped with alum and soda ash injection points, an in-line mixer, and a flow meter. Alum is added at all times when water is being produced;

soda ash is added only when needed based on the pH of the raw water supply. Polymer is then injected as the water passes into two solids contact clarifiers. The clarifiers are equipped with blow-down devices to remove excess sludge, which is discharged to the municipal sanitary sewer. Clarified water passes through one of four dual media (anthracite coal/sand) filters. Each filter effluent line is monitored for pH and turbidity. Water is disinfected in a baffled contact chamber by the addition of chlorine gas. Soda ash, used for pH adjustment is added to the clearwell, as well as hydrofluosilicic acid. Treated water flows are measured using an in-line flow meter.

Four high lift pumps (rated at 63.1 L/s (2), 94.7 L/s and 126.2 L/s) pressurize treated water as it is directed to the distribution system. Distribution system pressure is also maintained by the elevated storage tank located in the southwest portion of Fort Frances.

A complete description of the treatment system can be found in Drinking Water Works Permit No. 224-201.

Site (Name): DISTRIBUTION (WATER INSPECTION)

Type: Other

Sub Type: Other

Comments:

The Fort Frances distribution system services a population of approximately 8,000 in Town, and another 300 people in the neighbouring community of Couchiching First Nation. The distribution system is comprised of ductile steel, cast iron, and PVC piping. The original system was installed in the early 1900's. As older pipes are replaced, PVC piping comprises an increasing proportion of the works. Some sections of the distribution system have been looped at the recommendation of a consulting engineer, however several dead ends still remain. The distribution system is 70.73 kilometres in length and contains 399 fire hydrants.

A 4,500 cubic meter elevated storage tower is located in the southwest portion of the town. A telemetry system is used to maintain water levels in the tower. A paced-to-flow chlorination system injects liquid calcium hypochlorite at the outflow from the storage tower to maintain adequate chlorine residuals in the distribution system.

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 evaluating conformance with ministry drinking water related policies and guidelines during the inspection period. The ministry utilizes a comprehensive, multi-barrier approach in the inspection of water systems that focuses on the source, treatment and distribution components as well as management practices.

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 report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O.Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

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

This focused inspection was conducted on January 12 and 13, 2017, by Water Inspector, Carolyn Lacroix. The inspection included a tour of the Drinking Water System (DWS) components, document review and interview with DWS personnel. The inspection review period is the period of time from the date of the previous Ministry of the Environment and Climate Change (MOECC) inspection conducted on November 30, 2015, to the first day of this inspection, unless otherwise stated.

Text highlighted in bold-type is computer-generated based on yes/no responses to standard questions answered during the inspection. Supporting information, in regular font, has been added by the undersigned Water Inspector to qualify standard responses and to provide additional guidance/information.

Capacity Assessment

- **There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.**

Conditions 2.1.1 and 2.1.2, Schedule C, Municipal Drinking Water Licence (MDWL) #224-101, requires continuous measurements and recording of the flow rate and daily volume of raw water flowing into the WTP and of treated water flowing from the WTP into the distribution system. The Fort Frances WTP is equipped with one raw water flow meter and one treated water flow meter.

There were no losses of flow data during the inspection review period.

- **The owner was in compliance with the conditions associated with maximum flow rate or the rated capacity conditions in the Municipal Drinking Water Licence issued under Part V of the SDWA.**

Condition 1.1, Schedule C, MDWL #224-101, identifies the rated capacity of the Fort Frances WTP as 17,000 m³/day. This represents the maximum daily volume of treated water that is allowed to be directed to the distribution system from the WTP.

The highest volume of treated water pumped to the distribution system in a single day was 5990 m³ on June 9, 2016; this represents 35% of the rated capacity.

Capacity Assessment

Treatment Processes

- **The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.**

During the inspection, the undersigned Water Inspector toured the WTP and the water tower.

The following discrepancy was noted in Schedule A of Drinking Water Works Permit (DWWP) #224-201:

- The alum chemical metering pump is described as "having a calibration cylinder controlled automatically on the basis of the raw water flow". A new chemical metering pump has been installed and the new pump does not have a calibration cylinder. The instrument is now calibrated manually by weighing a sample.

During the next Drinking Water Works Permit and Municipal Drinking Water License renewal, the above item is to be updated.

- **The owner/operating authority was in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.**
- **Records indicated that the treatment equipment was operated in a manner that achieved the design capabilities required under Ontario Regulation 170/03 or a Drinking Water Works Permit and/or Municipal Drinking Water Licence issued under Part V of the SDWA at all times that water was being supplied to consumers.**

In accordance with O. Reg. 170/03, Schedule 1-2(2), surface water systems must have chemically assisted filtration and disinfection and achieve an overall performance of at least a 2-log (99%) removal/inactivation of *Cryptosporidium* oocysts, a 3-log (99.9%) removal/inactivation of *Giardia* cysts, and a 4-log (99.99%) removal/inactivation of viruses by the time the water is delivered to the first consumer.

The Fort Frances WTP achieves the above performance criteria using conventional treatment consisting of coagulation, flocculation, sedimentation filtration, and chlorine disinfection.

Records reviewed during the inspection confirmed that the system was providing the required level of treatment throughout the inspection review period.

Trends on the SCADA system were reviewed to ensure that minimum chlorine residuals were met continuously.

Under worst case conditions (temp 0.5 degrees Celsius, pH 7.5, clearwell level 60% capacity, treated water flow 17 000 cubic meters per day), the plant must maintain their chlorine residual above 0.85mg/L. This was achieved throughout the inspection review period. The plant has the capacity to operate at a flow rate greater than that described above, but a low level alarm at the distribution water tower (4.7m from the top of the tower) will alert operators if water levels are decreasing at an accelerated rate. A third high lift pump will only come on once the distribution tower water level drops to 5.0m from the top of the tower. Operators will therefore be alerted prior to flow rates potentially exceeding that described in their current "Worst Case Scenario CT Calculation" and can make adjustments to treatment as deemed necessary.

Daily chemical feed and feed output reports were reviewed and demonstrated the consistent use of alum at all times the plant was treating water.

Monthly turbidity summaries were reviewed to ensure that the filtered water turbidity was less than or equal to 0.3 NTU in 95% of the measurements taken each month. This was met throughout the inspection review period.

- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.**

Distribution chlorine levels must be maintained at or above 0.05 mg/L at all times. The lowest recorded chlorine level in the distribution system during the inspection review period was 0.28 mg/L, occurring on September 6, 2016, at the water tower.

Treatment Process Monitoring

- **Primary disinfection chlorine monitoring was conducted at a location approved by Municipal Drinking Water Licence and/or Drinking Water Works Permit issued under Part V of the SDWA, or at/near a location where the intended CT has just been achieved.**

The treated water chlorine residual is monitored by a continuous analyzer at the point where treated water enters the distribution system.

- **Continuous monitoring of each filter effluent line was being performed for turbidity.**

All four filters in the WTP are equipped with turbidity analyzers. Continuous turbidity data from each filter is printed daily, reviewed by operators and filed in the WTP office.

- **The secondary disinfectant residual was measured as required for the distribution system.**

Daily chlorine residuals are collected from the water tower, meeting the requirements of O. Reg. 170/03, Schedule 7, subsections 7-2(3),(4). Chlorine residuals are also collected during bacteriological sampling.

- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**

Upon arrival at the WTP each morning, operators observe chlorine residuals from the previous 24 hour period on the circle chart recorder which is located next to the continuous chlorine analyzer.

The circle chart recorder will hold up to a week of chlorine data. Operators then review a printout of the turbidity readings off each filter for the previous 24 hour period. These printouts display turbidity in 15 minute intervals; each 15 minute data set includes the minimum, maximum and mean turbidity value for the prior 15 minute time period. Operators then review continuous data for the previous 24 hour period on the SCADA computer. It is worth noting that the SCADA system reads and records turbidity every 10 seconds and chlorine every 60 seconds.

In 2014, the Town of Fort Frances developed an SOP for "Reviewing Continuous Monitoring Turbidity Test Results".

- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**

Currently, the alarm set points for chlorine and turbidity are as follows:

- Final Effluent Low Chlorine Alarm = 1.20 mg/L
- Final Effluent High Chlorine Alarm = 2.90 mg/L
- Filter Effluent Turbidity High Alarm = 0.30 NTU
- Filter Effluent Turbidity High High Alarm = 0.80 NTU
- Filter Effluent Turbidity Low Alarm = -0.05 NTU to alert if there is a malfunction with the analyzer

If final effluent chlorine levels drop below 1.20 mg/L, an alarm will sound immediately. If turbidity levels go above 0.3 NTU, an alarm will sound immediately and the filter will shut down if it continues to exceed 0.3 NTU after 10 min. Similarly, if turbidity levels go above 0.8 NTU, an alarm will sound immediately and the filter will shutdown immediately. If an alarm is triggered after hours, an operator will be notified through an alarm call-out system.

- **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.**

Final effluent chlorine levels are being read and recorded by the SCADA system every 60 seconds and are also documented on the chart recorder.

Filter effluent turbidity levels are being read and recorded every 10 seconds. The SCADA system takes all 10 second test data within a period of 15 minutes and calculates and records the maximum, minimum and mean readings (in NTU) at the end of the 15 minute period, along with the time and filter number.

Treatment Process Monitoring

- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.**

O. Reg. 170/03, Schedule 6, section 6-5(1)8, requires that the continuous monitoring equipment must be checked and calibrated in accordance with the manufacturer's instructions.

The Rosemont Chlorine Residual Analyzer Instruction Manual for continuously monitoring chlorine does not state how frequently the instrument should be calibrated; therefore, O. Reg. 170/03, Schedule 6, section 6-5(1)10 applies. This section requires that the instrument be checked and calibrated as frequently as necessary to ensure that the margin of error for free chlorine residual test results are within 0.05 mg/L, if the concentrations usually measured by the equipment are less than or equal to 1.0 mg/L, and proportionally higher if the concentrations usually measured are greater than 1.0 mg/L. Documentation shows that the analyzer was last calibrated by an outside party on August 17, 2016 and had been previously calibrated on August 27, 2015. Manual chlorine residuals are taken daily and compared to the on-line analyzer. If the analyzer starts to drift, an in-house calibration is completed. In house treated water chlorine analyzer calibrations took place approximately 1/month. The Rosemount Clarity II Turbidity Instruction Manual, for continuously monitoring turbidity on filters 1, 2, 3 & 4, requires the instrument to be calibrated annually. Documentation shows that the turbidity analyzers were calibrated on August 18, 2016 and had been previously calibrated on August 27, 2015.

Operations Manuals

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**
- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

Logbooks

- **Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.**

Only certified operators make entries in the logbook.

Security

- **The owner had provided security measures to protect components of the drinking water system.**

Security measures provided at the WTP include:

- "No Trespassing" signs;
- alarm system; and
- locked doors when employees are not present.

Security measures provided at the water tower include:

- "No Trespassing" signs; and
- a fence around the water tower that is gated and locked

There are a limited number of keys available for the WTP and the water tower.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**

The Fort Frances WTP is a Class 3 subsystem and the distribution system is a Class 2 subsystem. Two operators

Certification and Training

act as the ORO on a rotational basis for both subsystems; both ORO's hold valid certificates that are at the same level or higher than both subsystems.

- **Operators in charge had been designated for all subsystems which comprised the drinking-water system.**

The OIC is documented daily in the logbook. Only operators with the appropriate level of certification were designated as the OIC.

- **Only certified operators made adjustments to the treatment equipment.**

Water Quality Monitoring

- **All microbiological water quality monitoring requirements for distribution samples were being met.**

O. Reg. 170/03, Schedule 10, section 10-2 requires owners and operating authorities of DWS's that serve 100,000 people or fewer to ensure that at least eight distribution samples plus one additional distribution sample for every 1,000 people served by the system are taken each month.

At least one of the samples must be taken each week. The samples must be tested for E. coli and total coliform bacteria with at least 25% of the required samples to be tested for general bacteria measured using heterotrophic plate counts (HPC).

The Fort Frances DWS serves a population of approximately 8,000 people; therefore, at least 16 distribution samples must be taken every month. This requirement was met throughout the inspection review period.

- **All microbiological water quality monitoring requirements for treated samples were being met.**

Section 10-3, Schedule 10, O. Reg. 170/03 requires at least one treated water sample to be taken every week from the point of entry to the distribution system and tested for total coliform bacteria, E. coli and HPC. This requirement was met throughout the inspection review period.

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

Treated water samples must be tested at least once every 12 months (+/- 30 days from the anniversary of the previous sampling date) for inorganic parameters listed in O. Reg. 170/03, Schedule 23. These parameters were last sampled for on March 8, 2016, and had been previously sampled on March 9, 2015.

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

Treated water samples must be tested at least once every 12 months (+/- 30 days from the anniversary of the previous sampling date) for organic parameters listed in O. Reg. 170/03, Schedule 24. These parameters were last sampled for on March 8, 2016, and had been previously sampled on March 9, 2015.

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

Trihalomethanes (i.e. THMs) are required to be collected from the distribution system and tested once every three months, in accordance with section 13-6, Schedule 13, O. Reg. 170/03. During the inspection review period, THM samples were collected on September 1, 2015; December 9, 2015; March 8, 2016; May 18, 2016; September 12, 2016 and December 13, 2016. The running annual average THM concentration at the time of the inspection was 70.9 ug/L; the maximum acceptable concentration is 100 ug/L.

- **All nitrate/nitrite water quality monitoring requirements prescribed by legislation were conducted within the required frequency for the DWS.**

Treated water samples must be taken every three months for analysis of nitrate and nitrite, in accordance with O.

Water Quality Monitoring

Reg. 170/03, Schedule 13, section 13-7. During the inspection review period, samples were collected on the following days: September 1, 2015; December 9, 2015; March 8, 2016; May 18, 2016; September 12, 2016 and December 13, 2016. All nitrate and nitrite samples were collected from the WTP at the point of entry to the distribution system.

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

Sodium samples must be collected from the WTP at the point of entry to the distribution system at least once every 60 months to meet the requirements of O. Reg. 170/03, Schedule 13, section 13-8. A sodium sample was last collected from the Fort Frances WTP on March 9, 2015 and the result was 16.4 mg/L. It had been previously sampled on March 8, 2010.

- **The required daily samples were being taken at the end of the fluoridation process.**

Fluoride residuals were being recorded daily by operators. Fluoride is monitored by a continuous analyzer at the same location as the treated water chlorine analyzer, after treatment, prior to water leaving the plant.

- **All water quality monitoring requirements imposed by the Municipal Drinking Water Licence and Drinking Water Works Permit were being met.**

Suspended solids are required to be monitored quarterly at the point of discharge to the Rainy River. Records indicated that manual composite samples were collected quarterly during the inspection review period and tested for suspended solids as required.

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

Water Quality Assessment

- **Records did not show that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

Reporting & Corrective Actions

- **Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.**

On average, it takes an operator approximately 10 minutes to respond to an alarm call out. Only certified operators responded to alarms during the inspection review period.

Other Inspection Findings

- **The following instance(s) of non-compliance were also noted during the inspection:**

Certificate of Approval #PB220000978RR-01 granted relief from standard sampling (Schedule 15.1-4) in exchange for complying with reduced sampling requirements (Schedule 15.1-5). Section 6, of Schedule 15.1-5 states that this section ceases to apply to a drinking water system and standard sampling applies (Section 15.1-4) again, if in any sampling period, more than 10 % of all the samples taken from plumbing exceed the lead standard of 10 ug/L. In April 2013, lead samples were taken from 22 plumbing locations (44 samples in total). There were lead exceedances at 3 of the locations; therefore, 13.6% of the samples exceeded the standard. As a result, the Town of Fort Frances was to return to standard lead sampling, but this has not yet taken place and the Town continues to sample at a reduced frequency.

Other Inspection Findings

- **The following issues were also noted during the inspection:**

Operators signed their log book entries, but they did not always sign additional papers with notes or sample results that were added to the log book.

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 The following instance(s) of non-compliance were also noted during the inspection:

Certificate of Approval #PB220000978RR-01 granted relief from standard sampling (Schedule 15.1-4) in exchange for complying with reduced sampling requirements (Schedule 15.1-5). Section 6, of Schedule 15.1-5 states that this section ceases to apply to a drinking water system and standard sampling applies (Section 15.1-4) again, if in any sampling period, more than 10 % of all the samples taken from plumbing exceed the lead standard of 10 ug/L. In April 2013, lead samples were taken from 22 plumbing locations (44 samples in total). There were lead exceedances at 3 of the locations; therefore, 13.6% of the samples exceeded the standard. As a result, the Town of Fort Frances was to return to standard lead sampling, but this has not yet taken place and the Town continues to sample at a reduced frequency.

Action(s) Required:

During the December 15, 2016 to April 15, 2017 sampling period, the Town of Fort Frances shall return to Standard Lead Sampling, as outlined in Schedule 15.1, section 15.1-4 of O. Reg. 170/03. Standard lead sampling shall continue to be conducted in subsequent sampling periods until the Town has met the criteria that will allow for reduced sampling or has been directed otherwise by this Ministry.

By April 21, 2017, the Town of Fort Frances shall provide the undersigned officer with a copy of chain of custody forms, for the December 15, 2016 to April 15, 2017 sampling period, demonstrating that the required number of samples were taken.

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.

1. The following issues were also noted during the inspection:

Operators signed their log book entries, but they did not always sign additional papers with notes or sample results that were added to the log book.

Recommendation:

Operators should ensure that it can be unambiguously identified who made the extra notes that form part of the logbook, especially since the additional papers typically support actions taken during an event that deviates from normal operating procedures.

SIGNATURES

Inspected By:
Carolyn Lacroix

Signature: (Provincial Officer)

Reviewed & Approved By:
Dave Manol

Signature: (Supervisor)

Review & Approval Date: February 3, 2017

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.

Key Reference Materials

Key Reference and Guidance Material for Municipal Residential Drinking Water Systems

Many useful materials are available to help you operate your drinking water system. Below is a list of key materials owners and operators of municipal residential drinking water systems 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.

For more information on Ontario's drinking water visit www.ontario.ca/drinkingwater and email drinking.water@ontario.ca to subscribe to drinking water news.



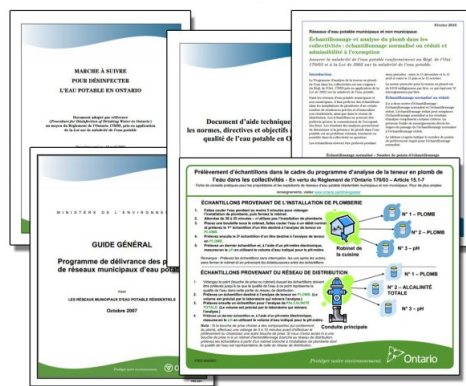
PUBLICATION TITLE	PUBLICATION NUMBER
Taking Care of Your Drinking Water: A Guide for Members of Municipal Councils	7889e01
FORMS: Drinking Water System Profile Information, Laboratory Services Notification, Adverse Test Result Notification Form	7419e, 5387e, 4444e
Procedure for Disinfection of Drinking Water in Ontario	4448e01
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids	7152e
Total Trihalomethane (TTHM) Reporting Requirements Technical Bulletin (February 2011)	8215e
Filtration Processes Technical Bulletin	7467
Ultraviolet Disinfection Technical Bulletin	7685
Guide for Applying for Drinking Water Works Permit Amendments, Licence Amendments, Licence Renewals and New System Applications	7014e01
Certification Guide for Operators and Water Quality Analysts	
Guide to Drinking Water Operator Training Requirements	9802e
Taking Samples for the Community Lead Testing Program	6560e01
Community Sampling and Testing for Lead: Standard and Reduced Sampling and Eligibility for Exemption	7423e
Guide: Requesting Regulatory Relief from Lead Sampling Requirements	6610
Drinking Water System Contact List	7128e
Technical Support Document for Ontario Drinking Water Quality Standards	4449e01

ontario.ca/drinkingwater

Principaux guides et documents de référence sur les réseaux résidentiels municipaux d'eau potable

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 résidentiels municipaux d'eau potable 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 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 ou envoyez un courriel à drinking.water@ontario.ca pour suivre l'information sur l'eau potable.

TITRE DE LA PUBLICATION	NUMÉRO DE PUBLICATION
Prendre soin de votre eau potable – Un guide destiné aux membres des conseils municipaux	7889f01
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
Marche à suivre pour désinfecter l'eau potable en Ontario	4448f01
Strategies for Minimizing the Disinfection Products Trihalomethanes and Haloacetic Acids (en anglais seulement)	7152e
Total Trihalomethane (TTHM) Reporting Requirements: Technical Bulletin (février 2011) (en anglais seulement)	8215e
Filtration Processes Technical Bulletin (en anglais seulement)	7467
Ultraviolet Disinfection Technical Bulletin (en anglais seulement)	7685
Guide de présentation d'une demande de modification du permis d'aménagement de station de production d'eau potable, de modification du permis de réseau municipal d'eau potable, de renouvellement du permis de réseau municipal d'eau potable et de permis pour un nouveau réseau	7014f01
Guide sur l'accréditation des exploitants de réseaux d'eau potable et des analystes de la qualité de l'eau de réseaux d'eau potable	
Guide sur les exigences relatives à la formation des exploitants de réseaux d'eau potable	9802f
Prélèvement d'échantillons dans le cadre du programme d'analyse de la teneur en plomb de l'eau dans les collectivités	6560f01
Échantillonnage et analyse du plomb dans les collectivités : échantillonnage normalisé ou réduit et admissibilité à l'exemption	7423f
Guide: Requesting Regulatory Relief from Lead Sampling Requirements (en anglais seulement)	6610
Liste des personnes-ressources du réseau d'eau potable	7128f
Document d'aide technique pour les normes, directives et objectifs associés à la qualité de l'eau potable en Ontario	4449f01

ontario.ca/eaupotable

Inspection Summary Rating Record

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2016-2017)

DWS Name: FORT FRANCES DRINKING WATER SYSTEM
DWS Number: 220000978
DWS Owner: Fort Frances, The Corporation Of The Town Of
Municipal Location: Fort Frances

Regulation: O.REG 170/03
Category: Large Municipal Residential System
Type Of Inspection: Focused
Inspection Date: January 12, 2017
Ministry Office: Kenora Area Office

Maximum Question Rating: 430

Inspection Module	Non-Compliance Rating
Capacity Assessment	0 / 30
Treatment Processes	0 / 60
Operations Manuals	0 / 28
Logbooks	0 / 14
Certification and Training	0 / 28
Water Quality Monitoring	0 / 116
Reporting & Corrective Actions	0 / 21
Other Inspection Findings	0 / 0
Treatment Process Monitoring	0 / 133
TOTAL	0 / 430

Inspection Risk Rating 0.00%

FINAL INSPECTION RATING: 100.00%

Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2016-2017)

DWS Name:	FORT FRANCES DRINKING WATER SYSTEM
DWS Number:	220000978
DWS Owner:	Fort Frances, The Corporation Of The Town Of
Municipal Location:	Fort Frances
Regulation:	O.REG 170/03
Category:	Large Municipal Residential System
Type Of Inspection:	Focused
Inspection Date:	January 12, 2017
Ministry Office:	Kenora Area Office

Non-compliant Question(s)	Question Rating
Other Inspection Findings	
In the event that an issue of non-compliance outside the scope of this inspection protocol is identified, a "No" response may be used if further actions are deemed necessary (and approved by the DW Supervisor) to facilitate compliance.	0
TOTAL QUESTION RATING	0

Maximum Question Rating: 430

Inspection Risk Rating	0.00%
------------------------	-------

FINAL INSPECTION RATING:	100.00%
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APPLICATION OF THE RISK METHODOLOGY USED FOR MEASURING MUNICIPAL RESIDENTIAL DRINKING WATER SYSTEM INSPECTION RESULTS



The Ministry of the Environment (MOE) has a rigorous and comprehensive inspection program for municipal residential drinking water systems (MRDWS). Its objective is to determine the compliance of MRDWS with requirements under the Safe Drinking Water Act and associated regulations. It is the responsibility of the municipal residential drinking water system owner to ensure their drinking water systems are in compliance with all applicable legal requirements.

This document describes the risk rating methodology, which has been applied to the findings of the Ministry's MRDWS inspection results since fiscal year 2008-09. The primary goals of this assessment

are to encourage ongoing improvement of these systems and to establish a way to measure this progress.

MOE reviews the risk rating methodology every three years to account for legislative and societal changes that affect acceptable risk levels. As a result of the most recent review, the methodology has been modified to present an improved metric for the evaluation of the risk/safety of MRDWS operations.

The Ministry's Municipal Residential Drinking Water Inspection Protocol contains up to 14 inspection modules and consists of approximately 120 regulatory questions. Those protocol questions are also linked to definitive guidance that

ontario.ca/drinkingwater

ministry inspectors use when conducting MRDWS inspections. The questions address a wide range of regulatory issues, from administrative procedures to drinking water quality monitoring. Additionally, the inspection protocol contains a number of non-regulatory questions.

A team of drinking water specialists in the ministry have assessed each of the inspection protocol regulatory questions to determine the risk (not complying with the regulation) to the delivery of safe drinking water. This assessment was based on established provincial risk assessment principles, with each question receiving a risk rating referred to as the Question Risk Rating. Based on the number of areas where a system is deemed to be non-compliant during the inspection, and the significance of these areas to administrative, environmental, and health consequences, a risk-based inspection rating is calculated by the ministry for each drinking water system.

It is important to be aware that an inspection rating that is less than 100 per cent does not mean that the drinking water from the system is unsafe. It shows areas where a system’s operation can improve. To that end, the ministry works with owners and operators of systems to make sure they know what they need to do to achieve full compliance.

The inspection rating reflects the inspection results of the specific drinking water system for the reporting year. Since the methodology is applied consistently over a period of years, it serves as a comparative measure both provincially and in relation to the individual system. Both the drinking water system and the public are able to track the performance over time, which encourages continuous improvement and allows systems to identify specific areas requiring attention.

The ministry’s annual inspection program is an important aspect of our drinking water safety net. The ministry and its partners share a common commitment to excellence and we continue to work toward the goal of 100 per cent regulatory compliance.

Determining Potential to Compromise the Delivery of Safe Water

The risk management approach used for MRDWS is aligned with the Government of Ontario’s Risk Management Framework. Risk management is a systematic approach to identifying potential hazards; understanding the likelihood and consequences of the hazards; and taking steps to reduce their risk if necessary and as appropriate.

The Risk Management Framework provides a formula to be used in the determination of risk:

RISK = LIKELIHOOD × CONSEQUENCE
(of the consequence)

Every regulatory question in the inspection protocol possesses a likelihood value (L) for an assigned consequence value (C) as described in **Table 1** and **Table 2**.

TABLE 1:	
Likelihood of Consequence Occurring	Likelihood Value
0% - 0.99% (Possible but Highly Unlikely)	L = 0
1 – 10% (Unlikely)	L = 1
11 – 49% (Possible)	L = 2
50 – 89% (Likely)	L = 3
90 – 100% (Almost Certain)	L = 4

TABLE 2:	
Consequence	Consequence Value
Medium Administrative Consequence	C = 1
Major Administrative Consequence	C = 2
Minor Environmental Consequence	C = 3
Minor Health Consequence	C = 4
Medium Environmental Consequence	C = 5
Major Environmental Consequence	C = 6
Medium Health Consequence	C = 7
Major Health Consequence	C = 8

The consequence values (0 through 8) are selected to align with other risk-based programs and projects currently under development or in use within the ministry as outlined in **Table 2**.

The Question Risk Rating for each regulatory inspection question is derived from an evaluation of every identified consequence and its corresponding likelihood of occurrence:

- All levels of consequence are evaluated for their potential to occur
- Greatest of all the combinations is selected.

The Question Risk Rating quantifies the risk of non-compliance of each question relative to the others. Questions with higher values are those with a potentially more significant impact on drinking water safety and a higher likelihood of occurrence. The highest possible value would be 32 (4×8) and the lowest would be 0 (0×1).

Table 3 presents a sample question showing the risk rating determination process.

TABLE 3:							
Does the Operator in Charge ensure that the equipment and processes are monitored, inspected and evaluated?							
Risk = Likelihood × Consequence							
C=1	C=2	C=3	C=4	C=5	C=6	C=7	C=8
Medium Administrative Consequence	Major Administrative Consequence	Minor Environmental Consequence	Minor Health Consequence	Medium Environmental Consequence	Major Environmental Consequence	Medium Health Consequence	Major Health Consequence
L=4 (Almost Certain)	L=1 (Unlikely)	L=2 (Possible)	L=3 (Likely)	L=3 (Likely)	L=1 (Unlikely)	L=3 (Likely)	L=2 (Possible)
R=4	R=2	R=6	R=12	R=15	R=6	R=21	R=16

Application of the Methodology to Inspection Results

Based on the results of a MRDWS inspection, an overall inspection risk rating is calculated. During an inspection, inspectors answer the questions that relate to regulatory compliance and input their responses as “yes”, “no” or “not applicable” into the Ministry’s Laboratory and Waterworks Inspection System (LWIS) database. A “no” response indicates non-compliance. The maximum number of regulatory questions asked by an inspector varies by: system (i.e., distribution, stand-alone), type of inspection (i.e., focused, detailed), and source type (i.e., groundwater, surface water).

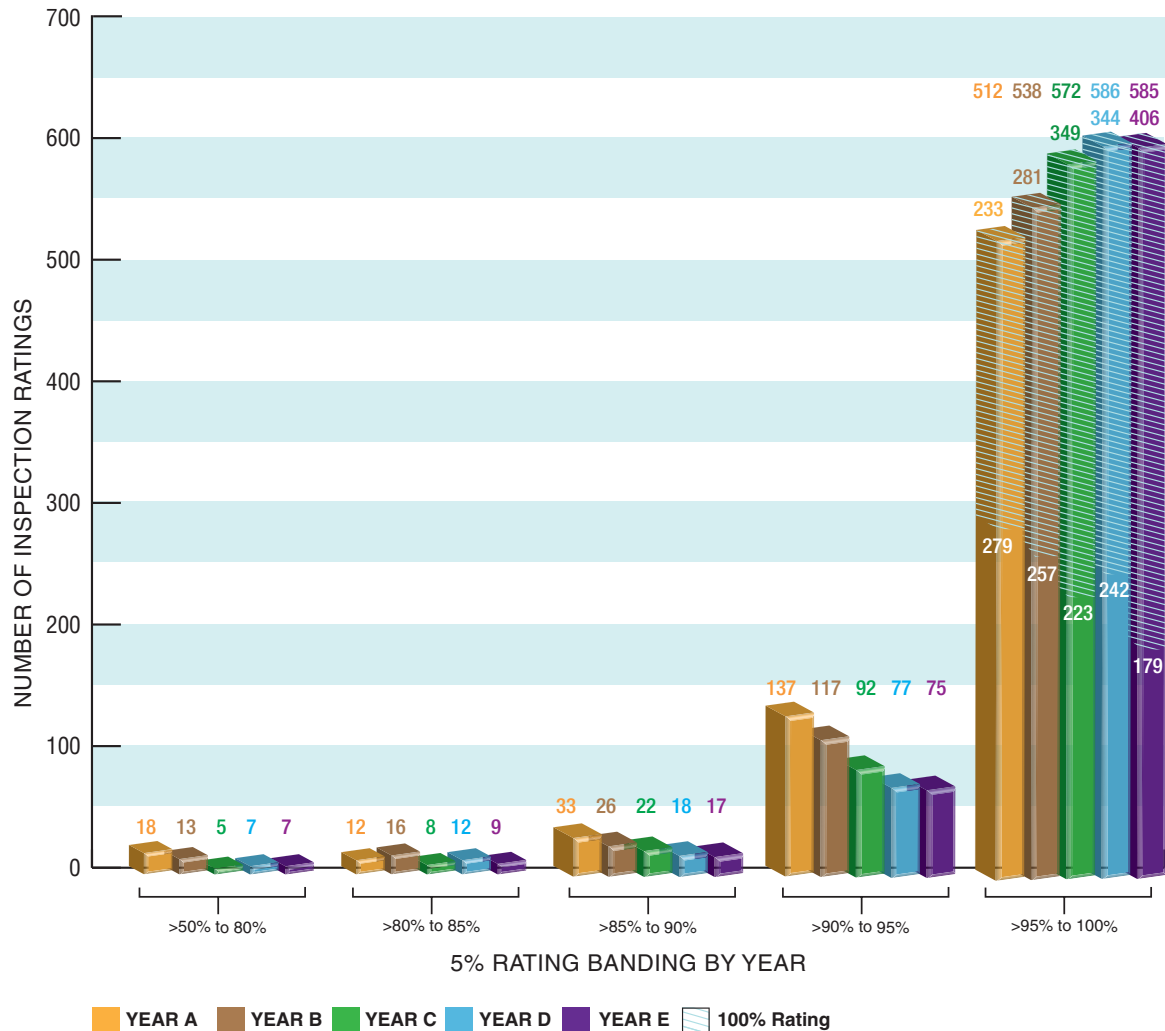
The risk ratings of all non-compliant answers are summed and divided by the sum of the risk ratings of all questions asked (maximum question rating). The resulting inspection risk rating (as a percentage) is subtracted from 100 per cent to arrive at the final inspection rating.

Application of the Methodology for Public Reporting

The individual MRDWS Total Inspection Ratings are published with the ministry’s Chief Drinking Water Inspector’s Annual Report.

Figure 1 presents the distribution of MRDWS ratings for a sample of annual inspections. Individual drinking water systems can compare against all the other inspected facilities over a period of inspection years.

Figure 1: Year Over Year Distribution of MRDWS Ratings



Reporting Results to MRDWS Owners/Operators

A summary of inspection findings for each system is generated in the form of an Inspection Rating Record (IRR). The findings are grouped into the 14 possible modules of the inspection protocol,

which would provide the system owner/operator with information on the areas where they need to improve. The 14 modules are:

- | | | | |
|-------------------------|------------------------|---------------------------------------|--|
| 1. Source | 5. Process Wastewater | 9. Contingency and Emergency Planning | 12. Water Quality Monitoring |
| 2. Permit to Take Water | 6. Distribution System | 10. Consumer Relations | 13. Reporting, Notification and Corrective Actions |
| 3. Capacity Assessment | 7. Operations Manuals | 11. Certification and Training | 14. Other Inspection Findings |
| 4. Treatment Processes | 8. Logbooks | | |

For further information, please visit www.ontario.ca/drinkingwater

List of References

Safe Drinking Water Act, 2002 (SDWA)

Ontario Regulation 170/03 of the SDWA (Drinking Water Systems),

Ontario Regulation 128/04 of the SDWA (Certification of Drinking Water System Operators and Water Quality Analysts),

Ontario Regulation 169/03 of the SDWA (Ontario Drinking Water Quality Standards)

Ontario Regulation 188/07 of the SDWA (Licensing of Municipal Drinking Water Systems)

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
January 2017

STAFFING

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

	2016	2017
WSIB	0.00	0.00
WI/LTD	0.00	15.00
SICK DAYS	19.81	12.56
COMPASSIONATE LEAVE	0.00	0.00
FLOATERS	17.00	9.00
VACATION	10.50	7.25
BANKED TIME USED	3.25	9.50
OFF	1.00	0.38
STATUTORY HOLIDAYS	26.00	25.00
TOTAL	77.56	78.69

OVERTIME HOURS

Equivalent Straight Time Hours:

	2016 Current Month	2017 Current Month	2016 Year To Date	2017 Year To Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	0.00	2.50	0.00	2.50
ENGINEERING	0.00	0.00	0.00	0.00
INTERDEPARTMENTAL	8.25	0.00	8.25	0.00
PRIVATE WORK	0.00	0.00	0.00	0.00
RECYCLE/GARBAGE	16.00	5.25	16.00	5.25
ROADS	27.00	125.75	27.00	125.75
SEWER COLLECTION	27.25	28.50	27.25	28.50
SIDEWALKS	0.00	27.00	0.00	27.00
STORES	30.00	16.00	30.00	16.00
VEHICLE & EQUIPMENT	0.00	4.00	0.00	4.00
WATER TREATMENT PLANT	40.50	11.00	40.50	11.00
WATER DISTRIBUTION	129.50	0.00	129.50	0.00
WATER TOWER	0.00	0.00	0.00	0.00
TOTAL	278.50	220.00	278.50	220.00

TRANSPORTATION REPORT

January 2017

ROADS:

Storm Water Management – Urban:

- Steamed catchbasins to get water moving

Storm Water Management - Rural:

- Steamed culverts to get water moving

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required

Loose Top Maintenance:

Roadside Maintenance:

Winter Control:

- Four (4) events – January 2, 8, 10 and 30.
- Plowed all roads, lanes and parking lots
- Sanded/salted roads as required
- Removed snow from the Downtown area two (2) times
- Removed snow piles from Downtown parking lots
- Plowed OPP parking lot two (2) times
- Removed snow from intersections on priority routes
- Removed snow from lane entrances on priority routes
- Removed snow from Fire Hydrants
- Removed snow from Cul-de-sacs
- Used 2 hired triaxle trucks from Veert for both the day shift and night shift from January 5th to 20th.
- Cut down ice on streets during warm spell and cleaned up heavy wind rows behind the plows
- Pushed up snow dump on McIrvine Road daily.

Traffic Operations:

- Repaired and replaced signs as required.

Regular Maintenance:

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

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required.
- Plowed snow from all yards as required.

Private Work:**Sidewalks – Winter:**

- Removed snow from Civic Centre sidewalks and applied ice melt as required
- Cleaned snow from underpass sidewalk and downtown corners and applied ice melt or sand/salt as required.
- Plowed snow from all sidewalks after events.

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

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

Public Relations:

Sewer and Water:

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

Interdepartmental:

- Removed Zamboni snow from Memorial Sports Centre two (2) times
- Pushed up Zambonis snow as required.

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded commercial recycling bins as required

Training:

- Scott Gosman received training at the Airport Facility for the entire month of January.

Health & Safety:

- A workplace inspection was done at the Public Works Building on January 25th
- A workplace inspection was done at the Water Treatment Plant on January 31st.

Milt Strachan,
Superintendent of Transportation

2017 - tonnage at Landfill Site - updated March 15, 2017

MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2016	Average last 10 years	2017	Total Fees	Average last 10 years	Total Fees	2017-2016 Tonnes	2017-2016 Fees
								Total Tonne	Total Tonne	Total Tonne		Fees 2007 to 2016			
JAN	137.74	30.55	304.18	67.47	8.93	1.98	0.00	369.18	360.75	450.85	\$20,490.00	\$17,849.10	\$26,266.82	81.67	\$5,776.82
FEB	111.80	31.97	230.26	65.85	7.60	2.17	0.00	314.92	306.73	349.66	\$17,474.70	\$15,355.62	\$20,191.04	34.74	\$2,716.34
MAR		#DIV/0!		#DIV/0!		#DIV/0!		395.39	411.69	0.00	\$23,164.20	\$21,321.44		-395.39	-\$23,164.20
APRIL		#DIV/0!		#DIV/0!		#DIV/0!		573.09	574.04	0.00	\$34,152.50	\$30,505.60		-573.09	-\$34,152.50
MAY		#DIV/0!		#DIV/0!		#DIV/0!		641.69	719.34	0.00	\$34,655.80	\$36,978.61		-641.69	-\$34,655.80
JUNE		#DIV/0!		#DIV/0!		#DIV/0!		1,246.89	846.85	0.00	\$37,412.30	\$38,270.35		-1,246.89	-\$37,412.30
JULY		#DIV/0!		#DIV/0!		#DIV/0!		618.23	673.76	0.00	\$37,556.30	\$37,267.74		-618.23	-\$37,556.30
AUG		#DIV/0!		#DIV/0!		#DIV/0!		897.44	657.07	0.00	\$43,194.40	\$34,723.56		-897.44	-\$43,194.40
SEPT		#DIV/0!		#DIV/0!		#DIV/0!		695.10	651.51	0.00	\$42,510.30	\$34,879.94		-695.10	-\$42,510.30
OCT		#DIV/0!		#DIV/0!		#DIV/0!		686.35	803.03	0.00	\$36,305.40	\$40,187.03		-686.35	-\$36,305.40
NOV		#DIV/0!		#DIV/0!		#DIV/0!		615.60	569.91	0.00	\$37,603.60	\$29,432.34		-615.60	-\$37,603.60
DEC		#DIV/0!		#DIV/0!		#DIV/0!		587.46	416.38	0.00	\$21,415.30	\$21,716.47		-587.46	-\$21,415.30
Average per monthly	124.77	#DIV/0!	267.22	#DIV/0!	8.27	#DIV/0!	0.00	636.78	582.59	66.71	\$32,161.23	\$29,873.98	\$23,228.93	-852.07	-120,891.64
Total	249.54		534.44		16.53		0.00	7641.34	6991.06	800.51	\$385,934.80	\$358,487.81	\$46,457.86	-6840.83	-\$339,476.94
Town of Fort Frances Tonnage											\$385,934.80	Actual	\$46,457.86		
	783.98										\$384,888.00	Budget	\$384,888.00		
								Includes 603.005t associated with the Fight the Blight Campaign							
Total Tonnage	800.51										\$385,934.80	Forecasted	\$278,747.16		
Residential Tonnage	249.54	31.17%													
ICI Tonnage	534.44	66.76%													
Coverage material	0.00														

TOWN OF FORT FRANCES
Operations and Facilities Division - Environmental Area - Operations Statistics
(February 2017)

STAFFING:

See Operations Statistics (February) 2017 prepared by M. Strachan, Superintendent of Transportation

OVERTIME HOURS - Equivalent Straight Time Hours

See Operations Statistics (February) 2017 prepared by M. Strachan, Superintendent of Transportation

WATER DISTRIBUTION:

Water Main Breaks:

- Number of water main breaks: One (1)
- Sinclair St. (400 blk.)

Hydrant Repairs:

- Number of hydrant repairs: None

Hydrant Replacements:

- Number of hydrant replacements: None

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of water main valve repairs: None

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water service breaks: One (1)
- 307 Minnie Ave.

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Twelve (12)
 - 950 Phair Ave. (2), 1111 Church St. (2), 316 Victoria Ave., 201 Eighth St. E. (2), 826 Huffman Ct.
 - 912 Sixth St. E., 1006 First St. E. (2) and 1030 Portage Ave. N.

Frozen Water Services:

- Number of frozen water services: None

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: None

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: None

Backflow Prevention - Testing:

- Number of backflow preventers tested: Six (6)
 - 401 Nelson St., 500 Scott St. (2), 991 King's Hwy., 343 Fifth St. E. and 1230 Second St. E.

Other Information:

- Summarized final costs for invoicing, associated with private works
- February 17, 2017 - Thaw and pump out frozen fire hydrants for Couchiching FN
- February 21, 2017 - G. Wiedenhoeft, T. George and J. Bruyere attended a course on "Lock Out Tag Out" and "Transportation of Dangerous Goods". Held on Couchiching F.N. and put on by the Keewaytinook Centre, Dryden.
- February 22, 2017 - G. Wiedenhoeft, T. George and J. Bruyere attended a course on "Water Sources and Characteristics". Held on Couchiching F.N. and put on by the Keewaytinook Centre, Dryden.
- February 27, 2017 - 1006 First St. E. - completed a connection inspection of the water service.

WATER TREATMENT PLANT:

- February 2017 - In receipt of the Water Treatment Plant Monthly Report.
- February 21, 2017 - R. White and P. Lemesurier attended a course on "Lock Out Tag Out" and "Transportation of Dangerous Goods". Held on Couchiching F.N. and put on by the Keewaytinook Centre, Dryden.
- February 22, 2017 - R. White and P. Lemesurier attended a course on "Water Sources and Characteristics". Held on Couchiching F.N. and put on by the Keewaytinook Centre, Dryden.

SEWERAGE COLLECTION:

Wastewater Main Backups:

- Number of wastewater main backup: None

Wastewater Manhole Repairs:

- Number of wastewater manhole repairs: None

Sewer Service Repairs:

- Number of sewer service repairs: None

Other Information:

- Cleaned fourteen (14) plugged sewer services at the following locations:
 - 217 Third St. W. (2), 826 Crowe Ave. (2), 415 First St. E., 710 Wright Ave., 600 Church St.
 - 817 McKenzie Ave., 646 Fifth St. E., 406 Third St. E., 410 Sinclair St., 283 Scott St.
 - 1003 Colonization Rd. W. and 313 Butler Ave.

Private Works:

- February 3 & 21, 2017 - Flushed/cleaned the sanitary sewer main on Jourdain Cresc. for Couchiching FN.
- February 17, 2017 - 101 Church St. (Customs) - Steamed out storm sewer system in Custom's yard, frozen.
- February 24, 2017 - (Private Work) - Flushed/cleaned the sanitary sewer main in the Walleye Trailer Park
- February 27, 2017 - 1006 First St. E. - completed a connection inspection of the sanitary service.
- Performed locates for other utilities.

WASTE-WATER TREATMENT FACILITY:

- In receipt of the Wastewater Treatment Facility Monthly Report for February 2017.

WASTE MANAGEMENT:

Garbage Collection:

- Number of complaints regarding garbage collection:
 - Town - 0 complaints, Asselin's - 6 complaints

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning properly during this period.

- Amount of residential waste delivered to the landfill:
 - 118,000 kgs (118.00 tonnes)
- Amount of ICI waste delivered to the landfill:
 - 230,260 kgs (230.26 tonnes)
- February 2, 2017 - Installed a new keypad for the weigh scale ticket controller

Recycling:

- Number of complaints regarding recycled materials:
 - Town - 0 complaints, Asselin's - 1 complaint
- Amount of recycled waste diverted from the landfill:
 - Emterra - 44.23 tonnes

Prepared By: _____

Environmental & Facilities Superintendent

Date: _____

March 10, 2017

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
February 2017 Monthly Report**

As per the operating agreement, the attached document is the February 2017 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)
February 2017 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 February 2017; 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 ³ /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 operates under *Environmental Compliance Approval Number 6786-A44PWG*. The ECA 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.

FEBRUARY 2017 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 ₅	2.3 mg/L	25 mg/L	15 mg/L	15.5 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	5.8 mg/L	25 mg/L	15 mg/L	35.2 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.18 mg/L	1.0 mg/L	0.9 mg/L	1.1 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	7.97 mg/L 5.64 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		11.8 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 7.3 to 7.8; average pH was 7.6		
Temperature degrees C				Temperatures ranged from 8.0 to 9.0 C; average temperature of effluent was 8.7 C		

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

WASTEWATER LIQUID PROCESS

The average daily flow for February was 6284.1 m³/day. This represents 70% of the design average flow. Total treated flow for the month was 175956 m³.

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 Environmental Compliance Approval.

INVENTORY

Chemical	End of Month Status	Units
Hypochlorite	1110 +/- @ 8.0% +3x205 L @ 12%	Litres
Alum	16.5 +/- @ 55 %	Cubic meters
Polymer	2x 205 L drums	Liters

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 all blowers
- Regular cleaning of head works EW basket strainer
- Greased Grit Snail and lubricated drive chain
- Weekly inspection spiral screen access hatch, removed wrapped debris as required
- Drained and inspected clarifier 2
- Tightened drive chain on clarifier 2 longitudinal collector
- Drained aeration cell 1 to replace recirculation pump and repair gate
- Removed debris from spiral screen drain
- Adjusted the nut on the effluent outfall Milltronics head mount bracket

Pump Stations:

- Ran gensets
- Changed seal water strainers
- Adjusted the radio antenna at Church Street lift station
- Pulled and cleaned pump 1 at Central Avenue lift station and repaired strainer tubing
- Cleaned floats and reset PLC at Church Street lift station

OPERATIONAL ISSUES

There were no operational issues during the report period.

SLUDGE SUMMARY

Asselin Storage and Transportation Limited hauled a total of 63.3 m³ (11 bins) of thickened digested sludge to the Town of Fort Frances landfill site.

COMPLAINTS

There were no complaints during the report period.

BYPASS REPORT(S)

There were no bypass events during the report period.

COMMENTS

Plant power consumption for the month was 586 (x 180 multiplier) kWh.
Screen and Dewatering Upgrades at the FFWWTP have been under way since May 30, 2016.

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	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.97100472	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.96797153	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.933333333	
January	5636.9	6162	174745		174745	63%	85.3	11		
February	6284.1	9818	175956		175956	70%	63.3	8		
March						0%				
April						0%				
May						0%				
June						0%				
July						0%				
August						0%				
September						0%				
October						0%				
November						0%				
December						0%				
Sum				0	350701		148.6	19		
Average	5961		175351		175351	66%	74.3	9.5		
Max		9818	175956		175956			11		
C of A	9000	18000								

	BOD5/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	84.0	2.0	11.3	138.4	3.2	18.1	2.31	0.11	0.63	17.5	8.8	3.6
February	64.3	2.3	15.5	142.6	5.8	35.2	2.04	0.18	1.09	16.5	8.0	11.8
March												
April												
May												
June												
July												
August												
September												
October												
November												
December												
Average	74.2	2.2	13.4	140.5	4.5	26.7	2.2	0.15	0.86	17.0	8.4	7.7
Max	84	2.3	15.5	142.6	5.8	35.2	2.3	0.18	1.09	17.5	8.8	11.8
C of A		25	225		25	225		1.0	9.0	200	6.0	200

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
February 2017

STAFFING

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

	2016	2017
WSIB	0.00	0.00
WI/LTD	12.00	21.00
SICK DAYS	13.38	11.00
COMPASSIONATE LEAVE	10.00	5.00
FLOATERS	8.00	9.00
VACATION	16.63	24.75
BANKED TIME USED	5.63	3.50
OFF	0.00	0.00
STATUTORY HOLIDAYS	26.00	26.00
TOTAL	91.64	100.25

OVERTIME HOURS

Equivalent Straight Time Hours:

	2016	2017	2016	2017
	Feb	Feb	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	2.50	0.00	2.50	2.50
ENGINEERING	0.00	0.00	0.00	0.00
INTERDEPARTMENTAL	0.75	0.00	9.00	0.00
PRIVATE WORK	0.00	3.00	0.00	3.00
RECYCLE/GARBAGE	0.00	4.00	16.00	9.25
ROADS	63.00	46.50	90.00	172.25
SEWER COLLECTION	17.50	11.00	44.75	39.50
SIDEWALKS	3.00	15.00	3.00	42.00
STORES	0.00	0.75	30.00	16.75
VEHICLE & EQUIPMENT	0.00	0.00	0.00	4.00
WATER TREATMENT PLANT	82.25	3.00	122.75	14.00
WATER DISTRIBUTION	48.50	34.75	178.00	34.75
TRAINING	0.00	2.25	0.00	2.25
TOTAL	217.50	120.25	496.00	340.25

TRANSPORTATION REPORT

February 2017

ROADS:

Storm Water Management – Urban:

- Steamed catchbasins to get water moving
- Cleared snow from catchbasins

Storm Water Management - Rural:

- Steamed culverts to get water moving

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required

Loose Top Maintenance:

Roadside Maintenance:

Winter Control:

- Two (2) events – February 5th and 7th
- Plowed all roads, lanes and parking lots
- Sanded/salted roads as required
- Removed snow from the Downtown area
- Removed snow piles from Downtown parking lots
- Plowed OPP parking lot
- Removed snow from 300, 400, 500 and 600 blocks of Second Street East
- Removed snow from Intersections and Lane Piles
- Removed snow from Fire Hydrants
- Removed snow from 1100 and 1200 blocks of Scott Street
- Cut down ice on streets and cleaned up wind rows behind
- Removed snow to curb line at 900 blocks of Smith Avenue and Crowe Avenue to get water moving to catchbasins
- Removed snow across from St. Michaels loading area
- Removed snow to curb at 800 and 900 blocks of Third Street East to get water moving
- Removed snow at Victoria Avenue CN crossing
- Removed snow from Water Treatment Plant parking lot and Water Tower parking lot
- Removed snow to curb line at 600 and 700 blocks of Church Street to get water moving

Winter Control (cont'd)

- Removed snow and ice from the south side of Third Street West and Kings Highway
- Removed snow piles from Memorial Sports Centre parking lots.

Traffic Operations:

- Repaired and replaced signs as required.

Regular Maintenance:

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

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required.
- Plowed snow in all yards as required.

Private Work:

Sidewalks – Winter:

- Removed snow from Civic Centre sidewalks and applied ice melt as required
- Cleaned snow from underpass sidewalk and downtown corners and applied ice melt or sand/salt as required.
- Plowed snow from all sidewalks after events.

Sidewalks – Summer:

Vehicles and Equipment:

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

Public Relations:

Sewer and Water:

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

Interdepartmental:

- Removed Zamboni snow from Memorial Sports Centre two (2) times
- Pushed up Zamboni snow as required.
- Scott Gosman supplied coverage for vacation at the Airport from February 15th to 28th
- Darrell Crowe read Hydro Meters February 28th

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded commercial recycling bins as required

Training:

- Lorne Halvorsen, Eric Onichuck, Scott Gosman and Bryan Patterson attended a chainsaw training course in Barwick on February 14th.
- Randy White, Paul Lemesurier, Greg Wiedenhoeft, Travis George and Jay Bruyere attended Lockout/Tagout Training and Transfer of Dangerous Goods Training at Couchiching on February 21st and 22nd.

Health & Safety:

- A Health and Safety Tailgate Meeting was held in the Public Works Shop Area on February 1, 2017
- A workplace inspection was done at the Public Works Building on February 22nd
- A Joint Health and Safety Committee Meeting was held on February 28th.

Milt Strachan,
Superintendent of Transportation

Sewer & Water Data for 2017

up-dated March 20, 2017

Month	Days per month	2017	2017	2017	2017	2017	2017	2017	2017	2017	2017	2017-2016	2017-2016	2017	2017
		Total	daily	Couch.	Couch.	Couch.	Total	daily	Couch.	Couch.	Couch.	Diff	Diff	Difference	Infiltration
		Sewage	Sewage	Sewage	Sewage	Sewage	Treated	Treated	2 Water	2 Water	Water	Treated	Wastewater	STP-WTP	daily average
		STP	STP	Meters	Meters	%	WTP	WTP	Meters	Meters	%	WTP	STP		
		cu. meters monthly	cu. meters daily	cu. meters monthly	cu. meters daily		cu. meters monthly	cu. meters daily	cu. meters monthly	cu. meters daily					
January	31	174745	5636.94	13111	422.94	7.50%	114550.0	3695.2	10605.0	342.1	9.26%	-3560.0	-1965.0	60195.0	1941.8
February	29	174956	6032.97	13811	476.24	7.89%	103680.0	3575.2	10605.0	365.7	10.23%	-6570.0	17839.0	71276.0	2457.8
March	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-118060.0	-231365.0	0.0	0.0
April	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-106740.0	-253871.0	0.0	0.0
May	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-118580.0	-210253.0	0.0	0.0
June	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-120190.0	-274216.0	0.0	0.0
July	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-126030.0	-252416.0	0.0	0.0
August	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-137500.0	-190658.0	0.0	0.0
September	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-104260.0	-180285.0	0.0	0.0
October	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-103050.0	-181205.0	0.0	0.0
November	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-96940.0	-169075.0	0.0	0.0
December	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-108030.0	-187407.0	0.0	0.0
Total	366	349701		26922			218230.0		21210			-1149510.0	-2114877.0	131471.0	359.2
Monthly Average												-95792.5	-176239.8	10955.9	366.6
daily Average															