

TOWN OF FORT FRANCES

AGENDA - May 23, 2017

COMMITTEE OF THE WHOLE MEETING

Committee Room and Council Chambers, Civic Centre

(Session No. 093) 5:30 PM

Page

1. **Call to Order**
2. **Non-agenda items identified to be considered later in this meeting, both in-camera and in open meeting.**
3. **Disclosure of pecuniary interest and the general nature thereof.**
4. **In-Camera:**
 - 4.1 Advice that is subject to solicitor-client privilege, including communications necessary for that purpose: Potential Policy Implementation
 - 4.2 A proposed or pending acquisition or disposition of land by the municipality or local board: Front Street Property
 - 4.3 Personal matters about an identifiable individual, including municipal or local board employees: Appointment to Museum Advisory Committee
 - 4.4 Personal matters about an identifiable individual, including municipal or local board employees: Waste Management By-law Exemption
5. **Public Session Resumes in Council Chambers:**
6. **Council Reports on Board & Committee Activity:**
 - 6.1 Mayor Avis - Verbal Update
Councillor Kitowski - Verbal Update
Councillor Perry - Verbal Update
Councillor Ryan - Verbal Update
7. **Consent Agenda:**
 - 7.1 Rainy River Vet Services Committee
- approval of this report will agree to the recommendation to the Administration & Finance Executive Committee to make a contribution to the Vet Assistance Trust Fund in the amount of \$650.00 to support the request from the Rainy River Vet Services Committee.

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7.2	Ontario Regulation 284/09 - Budget Matter - approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to receive the Ontario Regulation 284/09 disclosure report for the 2017 Operating Budgets as presented.	5 - 6
7.3	Fort Frances Canadian Bass Championship Requests - approval of this report will agree with the recommendation of the Administration & Finance Executive Committee with additional input provided from the other three Executive Committees as outlined in the report.	7 - 11
7.4	Sister Kennedy Centre Lawn Sign - approval of this report will agree to the recommendation of the Community Services Executive Committee to authorize the sign to be placed on the Sister Kennedy Centre grounds as presented in accordance with the sign by-law.	12 - 14
7.5	Daycare User Fees By-law Update - approval of this report will agree to the recommendation of the Community Services Executive Committee to endorse an update to the user fee by-law for the Children's Complex items previously approved.	15
7.6	Award of Tender 17-OF-07 - 2017 Road Reconstruction, Watermain and Sewer Replacement - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to award the tender to Bay City Contractors Inc. at an estimated phase 1 cost of \$2,164,010.74 (including HST) and a contingency allowance of \$170,000.00, as outlined in the report, and further that contract documents be executed by the Mayor and Clerk.	16 - 18
7.7	Adoption of an Asset Management Policy and the State of Maturity Report - approval of this report will agree to the recommendation of the Operations & Facilities Executive Committee to accept the policy as written and further that Council accept the State of Maturity report and accept the direction outlined therein.	19 - 20
7.8	Building Permit Fees for Rainy Lake Square - approval of this report will agree to the recommendation of the Planning & Development Executive Committee to waive the permit fees associated with the building permits for the construction of Rainy Lake Square.	21

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7.9 License of Land for Ramp at RBC - 343 Scott Street	22
- approval of this report will agree to the recommendation of the Planning & Development Executive Committee to allow the license of land use for a ramp at 343 Scott Street be executed by Mayor and Council along with appropriate by-law.	
8. <u>Administration and Finance Division:</u>	
8.1 Councillor W. Brunetta - NOMA Conference Per Diem & Travel Expense	23
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the per diem and travel expense claim in the total amount of \$722.00 as submitted by Councillor Brunetta for her attendance at the NOMA conference in Thunder Bay April 25-28, 2017.	
8.2 Councillor D. Kitowski - NOMA Conference Per Diem & Travel Expense	24
- approval of this report will agree to the recommendation of the Administration & Finance Executive Committee to approve the per diem and travel expense claim in the total amount of \$769.45 as submitted by Councillor Kitowski for his attendance at the NOMA conference in Thunder Bay April 25-28, 2017.	
9. <u>Information:</u>	
9.1 2017 Capital Budget vs Actual Financial Statement as at April 30, 2017	25 - 27
9.2 General Fund (Operating) and Water & Sewer Fund (Operating) actuals as at April 30, 2017	28 - 31
9.3 April 2017 - Fire and Rescue Service report	32 - 33
9.4 Tonnage at landfill site - updated May 15, 2017	34
9.5 Aircraft Landings and Fuel Sales as of May 15, 2017	35 - 36
9.6 Fort Frances Wastewater Treatment Facility - April 2017 Monthly Report	37 - 41
10. <u>Non-agenda items:</u>	
11. <u>ADJOURNMENT</u>	



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/53**

TO: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: May 17, 2017
SUBJECT: Rainy River Vet Services Committee

BACKGROUND

At the May 8, 2017 Council Meeting, the letter received from the Rainy River Vet Services Committee request for financial contribution was referred to the Administration & Finance Executive Committee for recommendation.

The Rainy River Vet Services is requesting \$650.00 for the Vet Assistance Trust Fund. The Town has supported this district project and has made annual contributions since 2002 and of which has been expensed from the Council Public Relations budget line.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council support the Rainy River Vet Services Committee's request for a contribution to the Vet Assistance Trust Fund in the amount of \$650.00 funded from Council Public Relations expense.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to make a contribution to the Vet Assistance Trust Fund in the amount of \$650.00 to support the request from the Rainy River Vet Services Committee.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/55**

To: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: May 17, 2017
SUBJECT: Ontario Regulation 284/09 – Budget Matters

BACKGROUND

The Town of Fort Frances is required under the Ontario Regulation 284/09 (O. Reg. 284/09) to report on whether amortization expenses, post employment benefits and solid waste landfill closure and post-closure expenses are included in the budget. The purpose of this report is to explain Ontario Regulation 284/09 and illustrate the impact on the 2017 budget had all of these expenses been included.

Accounting standards and reporting requirements changed dramatically in 2009, the most significant change being the introduction of tangible capital asset accounting. The accounting standards, however, do not require that budgets be prepared on the same basis. The Town of Fort Frances, like most municipalities, continues to prepare budgets based on the traditional cash basis.

For 2011 and subsequent years, the municipality or local board shall before adopting a budget for that year that excludes from their estimated budget expense costs related to amortization expenses, post employment benefit expenses and solid waste landfill closure and post-closure expenses shall prepare a report about the excluded expenses and adopt the report by resolution.

The regulation requires that the report contain information regarding:

- 1) An estimate of the change in the accumulated surplus of the municipality to the end of the year resulting from the exclusion of any of those expenses; and
- 2) An analysis of the estimated impact of the exclusion of any of those expenses on the future tangible capital asset funding requirements of the municipality.

Financial Impact

The Town of Fort Frances developed its 2017 Operating Budget excluding only amortization. The budget this year includes annual post-employment benefits for fire fighters and solid waste landfill closure and post-closure expenses.

- 1) The 2017 Operating Budget does not include expense for the amortization of its tangible capital assets estimated in the sum of \$4,100,000.00 as shown in ***Schedule 3*** attached to this report. However, the Capital budget includes Contributions from Reserve Funds in the amount of \$1,780,483 (\$2,312,990 less FGT \$482,507 + MTO Gas Tax \$50,000) for capital asset replacement as shown in ***Schedule 2*** attached to this report.
- 2) The 2017 Operating Budget includes the estimated cost of the post employment benefit expenses incurred in the current year for any retirees resulting from the 2011 firefighter arbitration award. The Town engages Morneau Shepell to provide a post-retirement non-pension benefits actuary report providing an accounting valuation. The post-retirement liability continues to be an unfunded liability.
- 3) The 2017 Operating budget includes the current year expense for landfill closure and post-closure expense, which is estimated at \$23,360. In 2012 EBA Engineering Consultants Ltd. completed a review of our landfill to determine the remaining life of the permitted landfill footprint and provided an update of the closure and post closure liabilities for the site. The Post Landfill Closure Reserve Fund as at December 31, 2016 was \$544,695.22 and estimated to have a closing balance of \$641,081.63 at December 31, 2017.

Schedule 1 to this report provides an analysis of the impact on the 2017 Budget with the inclusion of the above noted expenses.

RECOMMENDATION

The Administration & Finance Executive Committee recommends that Council receive the Ontario Regulation 284/09 – Budget Matters disclosure report as presented for the 2017 Operating Budget.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to receive the Ontario Regulation 284/09 disclosure report for the 2017 Operating Budgets as presented.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/54**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: May 17, 2016
SUBJECT: Fort Frances Canadian Bass Championship Requests

BACKGROUND

At the May 8, 2017 Council Meeting, the attached letter received from Fort Frances Canadian Bass Championship Inc (FFCBC) requesting support of their annual live release tournament was referred to the Administration & Finance Executive Committee for recommendation with input from the Planning & Development, Operation & Facilities and Committee Services Executive Committees.

FFCBC has requested in-kind services for the up coming live release tournament event planned for July 19 – 22, 2017. The requests that are to be considered by the Administration & Finance Executive Committee are as follows:

- Item 1. Designate, in writing, the “Fort Frances Canadian Bass Championship Live Release Tournament” as a significant Community Festival and event, and
- Item 3. Supply the FFCBC with the necessary documents to facilitate closing the road to accommodate the tent.

Attached are the reports and/or comments from the Operations & Facilities Executive Committee, Planning & Development Executive Committee and Community Services Executive Committee.

RECOMMENDATION

The Administration & Finance Executive Committee with input from all other divisions recommend that Council agree to Item 1) Designate the Fort Frances Canadian Bass Championship (FFCBC) Live Release Tournament as a significant Community Festival & Event; Co-ordinate through E. Slomke, Clerk and Item 3) Supply the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through E. Slomke, Clerk, and to accept the recommendations and/or comments received from the Community Services Executive Committee, Operations & Facilities Executive Committee and the Planning & Development Executive Committee as attached to this report. Further, that the responsible entity for the Fort Frances Canadian Bass Championship ensure adequate liability insurance for the waterfront event site until the take down of the event tent.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to:

Item 1) Designate the Fort Frances Canadian Bass Championship (FFCBC) Live Release Tournament as a significant Community Festival & Event; Co-ordinate through E. Slomke, Clerk,

Item 2) Authorize use of the Memorial Sports Centre Stage, Tables, Chairs & Town picnic tables. The Town will provide picnic tables where the FFCBC tournament volunteers will be responsible to have the picnic tables delivered to the event site, properly located within the site and returned after the event, in a clean manner. Co-ordinate through Travis Rob, Operations & Facilities Manager at 274-9893 or Trevor McKinnon, Parks Working Foreman at 276-5761.

Item 3) Supply the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through E. Slomke, Clerk,

Item 4) Use of Four Barricades – the Town will deliver 4 barricades to the Sorting Gap Parking lot prior to the event and will pick them up after the event. Co-ordinate through Milt Strachan at 275-5255.

Item 5) Building Permit application (in-kind) for the erection of the tent; Co-ordinate through T.Dennis, CBO,

Item 6) Provide us, early in July, with list of Sorting Gap Marina slip lessees. We will contact the lessees with a formal request for the possible use of their slips during the tournament.

Item 7) Waive launch fees for tournament competitors and volunteers from July 20th to 23rd . We will provide the Sorting Gap Marina staff with a list of tournament anglers and names of volunteers (spotters, catch & release and photography boats) who plan to launch there.

Item 8) Authorize the temporary installation of poles and flags on the concrete pylons and edges of the launch ramp, as in previous years.

Item 9) Allow the tournament to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event. The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the Waterfront walkways. Also motorists' sight lines or vision should not be obstructed when driving along Front Street. Ensure that the same method of attaching the banners, signs & pennants to the streetlight poles as in 2016 is utilized in 2017.

Item 10) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key; Co-ordinate through J. Kabel, Community Services Manager, and

Item 11) Requesting assistance from the Town of Fort Frances with the setting up of the tent on July 14th and taking down the tent on July 24th. In past O&F Division Staff have assisted in the set up & take down of the Main Event Tent – 4 PW workers and 4 Parks workers provided assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent. Staff again will be allocated to assist in the setup and takedown of the tent in 2017, Co-ordinate through Milt Strachan at 275-5255.

Further, that the responsible entity for the Fort Frances Canadian Bass Championship Live Release Tournament ensure a minimum of \$5,000,000 commercial general liability insurance, name the Town of Fort Frances as an additional insured, and have Host Liquor Liability coverage if their event sells liquor & that certified Smart Serve bartenders are used for any liquor sales for their event planned to start on July 19th, 2017 through to the date the tent is taken down.



REPORT

TO: Administration & Finance Executive Committee

FROM: Jason Kabel, Community Services Division Manager

DATE: May 12, 2017

RE: **Fort Frances Canadian Bass Championship Request**

At the regular board meeting of Council on May 8, 2017, the attached request from Fort Frances Canadian Bass Championship Committee was received and referred to the Administration and Finance Executive Committee for recommendation with input from the all other Executive Committees.

In the attached letter of request there are a number of items that pertain to the Community Services Division, as follows:

- 2) Authorize use of the Memorial Sports Centre Stage, Tables, Chairs & Town picnic tables. FFCBC will arrange for pick-up and return.
- 6) Provide us, early in July, with list of Sorting Gap Marina slip lessees. We will contact the lessees with a formal request for the possible use of their slips during the tournament.
- 7) Waive launch fees for tournament competitors and volunteers from July 20th to 23rd . We will provide the Sorting Gap Marina staff with a list of tournament anglers and names of volunteers (spotters, catch & release and photography boats) who plan to launch there.
- 8) Authorize the temporary installation of poles and flags on the concrete pylons and edges of the launch ramp, as in previous years.
- 9) Allow the tournament to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event.
- 10) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key.

RECOMMENDATION

The Community Services Executive Committee recommends to assist the FFCBC directors with the requests as presented with the provision that the FFCBC clean the tables & chairs prior to returning.

Respectfully Submitted,

Jason Kabel

May 16, 2017

Report To: Administration and Finance Executive Committee

From: Operations and Facilities Executive Committee

RE: Request for support – 2017 Fort Frances Canadian Bass Championship

Fort Frances Canadian Bass Championship Inc. wrote a letter to Mayor & Council requesting in-kind services and support for the up-coming Bass Tournament in July of 2017. Please find attached a letter dated May 8, 2017 from FFCBC co- chairmen; Mr. Wayne Allen & Jim Cuthbertson, I have taken the liberty to comment **only** on items related to the Operations & Facilities Division;

Continued Operational Assistance;

Item 2) **Supply of Picnic Tables** - the Town will provide picnic tables where the FFCBC tournament volunteers will be responsible to have the picnic tables delivered to the event site, properly located within the site and returned after the event. Co-ordinate through Travis Rob, Operations & Facilities Manager at 274-9893 or Trevor McKinnon, Parks Working Foreman at 276-5761.

Item 4) **Use of Four Barricades** – the Town will deliver 4 barricades to the Sorting Gap Parking lot prior to the event and will pick them up after the event. Co-ordinate through Milt Strachan at 275-5255.

Item 9) **Allow the Tournament to attach pennants, signs & banners to streetlight poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed.** The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the Waterfront walkways. Also motorists' sight lines or vision should not be obstructed when driving along Front Street. Ensure that the same method of attaching the banners, signs & pennants to the streetlight poles as in 2016 is utilized in 2017.

Item 11) **Requesting assistance from the Town of Fort Frances with the setting up of the tent on July 14th and taking down the tent on July 24th.** In past O&F Division Staff have assisted in the set up & take down of the Main Event Tent – 4 PW workers and 4 Parks workers provided assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent. Staff again will be allocated to assist in the setup and takedown of the tent in 2017, Co-ordinate through Milt Strachan at 275-5255

Other divisions within the Town's organization will deal with all other items outlined in the letter dated May 8, 2017.

The Operations & Facilities Executive Committee recommends the following;

- 1) That the Operations & Facilities Division continues to provide in-kind services and materials for items No. 2 & 4 as outlined in the May 8, 2017 letter from FFCBC co-chairmen, Wayne Allen & Jim Cuthbertson;
- 2) That permission is granted to the FFCBC organization in regards to item No.9 in accordance with the guidelines listed above.

- 3) Assist in the set up & take down of the Main Event Tent - the O & F division workforce – 4 PW workers and 4 Parks workers will provide assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent.

Respectfully submitted,

Paul Ryan, Chairman

Operations & Facilities Executive Committee

2017MayFFCBCRequest



REPORT

TO: Community Services Executive Committee

FROM: Jason Kabel, Community Services Division Manager

DATE: May 12, 2017

RE: Sister Kennedy Centre Lawn Sign

Preamble

The Sister Kennedy Centre Board of Management recently approved the following motion:

That one 3 x 6 sign be erected on an angle on the corner of the SKC lot.

The proposed sign would be facing the intersection of Nelson Street & Victoria Avenue towards the Fort Frances Clinic. A mock-up of the sign is attached.

The by-law office provided the following commentary and attached documentation on the conditions/criteria to erect the anticipated sign:

The following requirements are needed for a permanent sign to be installed:

- *A sign permit is required and subsequent inspection of the sign and posts conducted by the CBO.*
- *We also need plans as to how the sign will be installed into the ground. This is a requirement from building to ensure the sign is structurally sound.*
- *Sight triangle set back requirements as per the bylaw. Please see attached set back sheet from the bylaw.*
- *Ontario One Call is to be notified as well to ensure that the proper locates are completed before construction.*

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to authorize the sign to be placed on the Sister Kennedy Centre Grounds as presented in accordance with the sign by-law enforce.

Respectfully Submitted,

Jason Kabel



FORT FRANCES



SENIOR CENTRE

55 + WELCOME

Schedule “A” By-Law 19/10

DIAGRAM 1 – SIGHT TRIANGLE

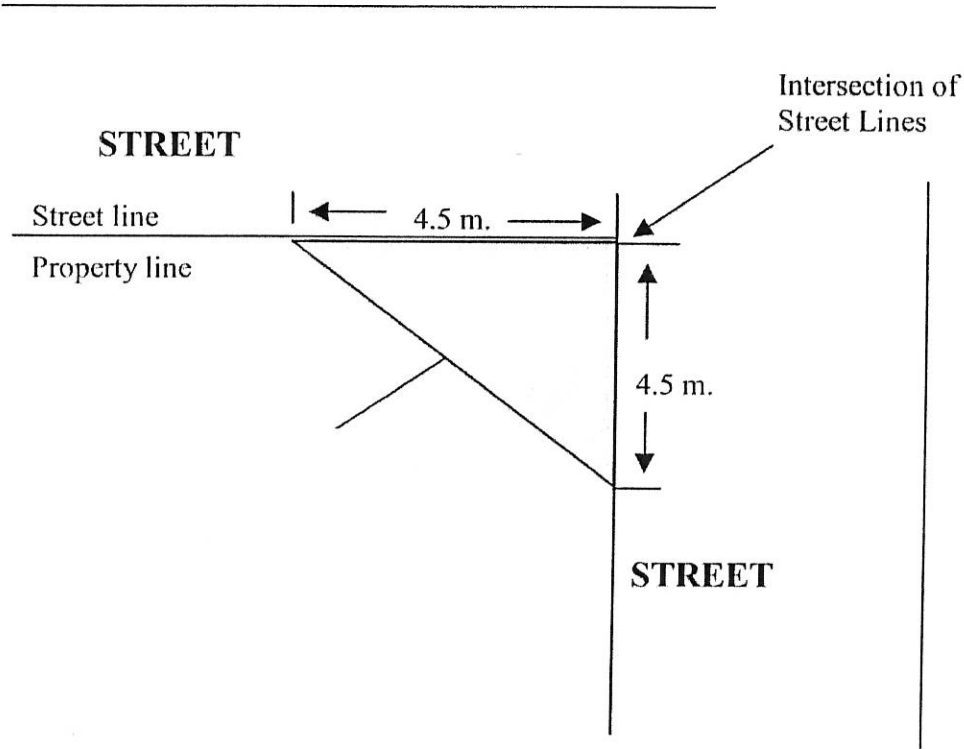
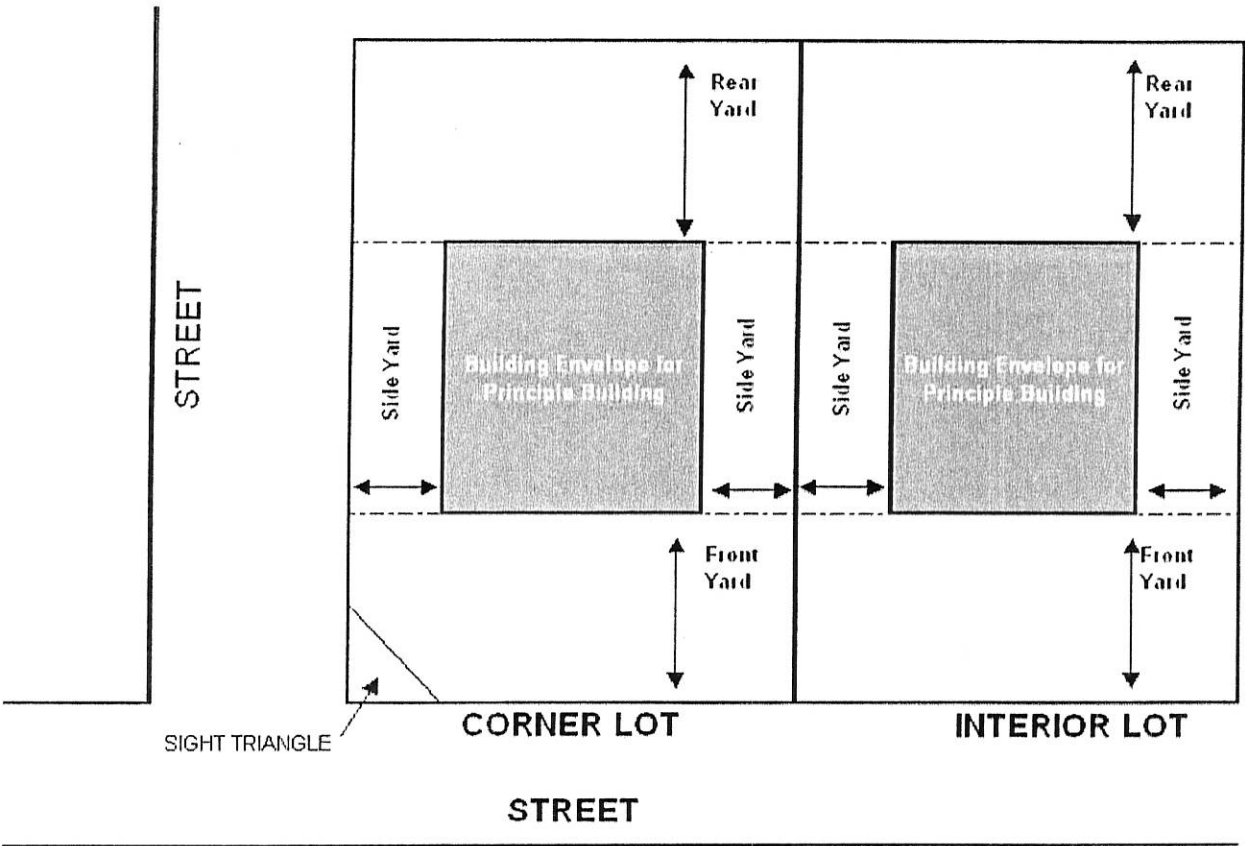


DIAGRAM 2 - YARD





REPORT

TO: Community Services Executive Committee

FROM: Jason Kabel, Community Services Division Manager

DATE: May 12, 2017

RE: Daycare User Fees By-law Update

Background

At the regular meeting of Council on April, 10, 2017 Council approved a report dated March 31, 2017 regarding Children's Complex Budget Initiatives.


With the approved budget initiatives, a corresponding update to the user fee schedule and bylaw is necessary. The table below is a summary of the items to be updated.

Proposed Effective Date	Current Policy	Proposed New Policy	*Potential Cost Savings/Revenue
May 1, 2017	Parent no-call fee for absentee - \$0	Parent no-call fee for absentee - \$15	\$750
May 1, 2017	Late Pickup fee - \$2/minute/child	Late Pickup fee - \$20/15 min./child (starting with 0-15 min.)	\$400
May 1, 2017	Absenteeism Days – 12/6months (2/month) – 24/year	Absenteeism Days – 8 for remainder of 2017 (May-Dec). Beginning 2018 - 0/year	2017 - \$27,520 2018 - \$51,600
June 1, 2017	Toddler rate - \$42.00/day	Toddler rate - \$43.00/day	2017 - \$1,942 2018 - \$3,330
June 1, 2017	2 nd child rate discount - 40% discount (\$42, \$25.15)	2 nd child rate discount - 25% discount (\$43, \$32.25) Jan 1, 2018 – 15% discount Jan 1, 2019 – 0% discount	2017 - \$4,890 2018 - \$13,926 2019 - \$22,242
June 1, 2017	Before & After School fee – Before school - \$7.75 After school - \$13.90	Before & After School fee – Before school - \$10.00 (2nd child \$7.50) After school - \$15.00 (2nd child \$11.25)	2017 - \$16,744 2018 - \$28,703

Recommendation

The Community Services Executive Committee recommends to Mayor and Council to endorse an update to the user fee bylaw for the Children's Complex items previously approved.

Respectfully Submitted,



Jason Kabel

May 17, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Award of Tender 17-OF-07 – 2017 Road Reconstruction, Watermain and Sewer Replacement

During the week of April 6, 2017, the Town advertised for a Tender Call for the above stated work with the tender closing on Thursday, May 11, 2017. Advertisements were placed in the Fort Frances Times, Chronicle Journal, Thunder Bay Construction Association, Winnipeg Construction Association and on the Town of Fort Frances website.

Four (4) tender packages were distributed to construction contractors and/or suppliers with two (2) Contractors submitting tender bids;

Contractor	Price (HST Included plus \$350,000.00 Contingency Allowance)
Tom Veert Contracting Ltd.	\$5,107,200.88
Bay City Contractors Inc.	\$4,347,677.54

The works tendered consisted of six (6) individual projects to be completed in 2017 and 2018. Of those six, two were service installations for private new development. The projects are as follows:

PHASE I – 2017 Construction Program

- 1. Reconstruction of Nelson Street from Mosher Avenue 100m westerly**
Full road reconstruction including the replacement of watermain, sanitary sewer, storm sewer, landscaping, road surface including 5 new water and sewer services for the second phase of the townhouse development (at the developers cost).
- 2. Reconstruction of Second Street from Mowat Avenue to Portage Avenue**
Full road reconstruction including the replacement of watermain, sanitary sewer, storm sewer, landscaping, road surface including addition of Granular B type II sub base and 120mm of HL4 Asphalt to better withstand the high traffic volumes experienced on this road section.
- 3. Fire Hydrant and Valve Replacement (Various Locations)**
Replacement of non-operational hydrant and valve sets in various locations around town.
- 4. Water and Sewer Service Installations (Oakwood Road and Sixth Street)**
Installation of new sewer and water services for new developments on both Oakwood Road and Sixth Street at the developers cost.

PHASE II – 2018 Construction Program

- 5. Reconstruction of Third Street East from Williams Avenue to Colonization Road East**
Full road reconstruction including the replacement of watermain, sanitary sewer, storm sewer, landscaping, road surface. This is a provisional item to be considered in the 2018 Capital Budget for award and completion in the 2018 construction season.

The 2017 work is scheduled to begin ASAP in June and to be completed by September 23, 2017 with the 2018 work to be completed by August 31, 2018.

In accordance with the Town's procurement policy, Administration has an obligation to point out to Council any tender irregularities. There was a minor mathematical error with the tender bid submitted from Tom Veert Contracting Ltd. which increased the total bid price which is reflected in this report. **See Spreadsheet No. 1**, which outlines details on the two (2) tender bids received and the associated costs for each individual project. Also, Highlighted in "yellow" indicates the lowest unit bid price and "red" indicates the highest unit bid price. The bid irregularities are highlighted in "pink" and the private works are highlighted in "green".

The low tender bid was Bay City Contractors with a total cost of \$4,347,677.54 which includes a \$350,000 contingency allowance and HST. Please review the attached **Spreadsheet No. 2** - outlining the Council approved 2017 capital budget for each project vs. the lowest tender bid from Bay City Contractors plus Hatch engineering costs (10%).

It is estimated the capital budget surplus is \$ 118,787.03 for 2017. It should be clearly stated that the \$170,000 contingency allowance for the 2017 portion of the work has been factored into the calculations for the projected budget surplus as well as the removal of the private works portions and associated allocations.

Please find attached a letter report from Hatch Mott MacDonald recommending that Bay City Contractors Inc. be awarded this tender as they are the low tender and in the past have performed well on similar projects in our community.

It is recommended by Administration that the following be approved:

- That Tender 17-OF-07 – 2017 - Road Reconstruction, Watermain and Sewer Replacement be awarded to Bay City Contractors Inc. at an estimated phase 1 cost of \$2,164,010.74 which includes HST and a contingency allowance of \$170,000.00.
- That Letters of undertaking be signed by the property owners requesting private works tendered prior to undertaking any of the works.
- That the Phase 2 Portion being Third Street East Reconstruction from William Avenue to Colonization Road East be included in the 2018 Capital Budget.
- That in the near future an open house public meeting is scheduled to ensure all property owners abutting the construction projects obtain first-hand knowledge on these projects and have the opportunity to ask any questions. The exact date of the meeting is unknown at the time of writing this report.
- That the Mayor and Clerk be authorized to execute the contract documents on behalf of the Corporation of the Town of Fort Frances.

Respectfully Submitted



Travis Rob, EIT
Manager of Operations and Facilities

Council approval of this report will ensure:

- **That Tender 17-OF-07 – 2017 - Road Reconstruction, Watermain and Sewer Replacement be awarded to Bay City Contractors Inc. at an estimated phase 1 cost of \$2,164,010.74 which includes HST and a contingency allowance of \$170,000.00.**
- **That Letters of undertaking be signed by the property owners requesting private works tendered prior to undertaking any of the works.**
- **That the Phase 2 Portion being Third Street East Reconstruction from William Avenue to Colonization Road East be included in the 2018 Capital Budget.**
- **That in the near future an open house public meeting is scheduled to ensure all property owners abutting the construction projects obtain first-hand knowledge on these projects and have the opportunity to ask any questions. The exact date of the meeting is unknown at the time of writing this report.**
- **That the Mayor and Clerk be authorized to execute the contract documents on behalf of the Corporation of the Town of Fort Frances.**

2017MayAwardTender17-OF-07

May 17, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Adoption of an Asset Management Policy and the State of Maturity Report

As Council is aware the Town again engaged Public Sector Digest (PSD) to undertake a review of their Asset Management Plan and bring the plan and program into compliance with upcoming Asset Management Regulations. The program we are in with PSD is called the Roadmap program and this will take a look at not only the Town's Asset Management Plan but the Town's asset management program as a whole. The Roadmap program will help the Town develop policy and procedures to guide us through our asset management process and set the stage for how we maintain, report and budget for our assets moving forward through their entire life cycle.

A key piece of the Town's Asset Management program moving forward is a strong asset management policy to guide both administration and Council's decision making on a path to the sustainable provision of community services and infrastructure. The Policy needs to be linked to the Town's Strategic Plan and as such will be reviewed in conjunction with Strategic Plans moving forward. The Policy sets out the Town's Asset Management Plan and frequency of updates as well as continuous improvement protocols. Most importantly this policy sets out roles and responsibilities for all members throughout the organization, from Mayor and Council through to operational staff. To highlight this, the roles and responsibilities of Mayor and Council are:

- Approve the Asset Management Policy and direction of the asset management program
- Approve future amendments to the asset management policy
- Ensure adequate resources are available.

The full asset management policy is attached to this report. The direction of the asset management program is detailed further in the State of Maturity Report.

Through the Roadmap program with Public Sector Digest the direction of the asset management program is detailed through a review of current practices throughout the organization surrounding asset management and data collection. From this information they put together a State of Maturity Report, which you will find attached to this report. The State of Maturity Report outlines not only where the Town is with its current Asset Management program but the capacity of the organization to expand and maintain the program on an ongoing basis. The Town scored very well in their Organizational Cognisance, meaning that we are well aware of what we need to be doing, however the Town is lacking in the Organizational Capacity to act on what we know. From this weakness the Infrastructure Data, Asset Management and Financial Strategies and Level of Service Definitions are all lacking and reflects in our score in section 3.0 on Page 10. From their investigation a number of recommendations were provided on how, we the Town, can further our Asset Management Program. These recommendations are found in Section 4.0, starting on page 10.

Administration recommends the following:

1. That Council, by resolution, accept the Asset Management Policy as written and incorporate it into the Town's Policy Manual

2. That Council accept the State of Maturity Report and further accept the direction of the Asset Management program outlined therein.

Respectfully Submitted

A handwritten signature in black ink, appearing to read "Travis Rob", written in a cursive style.

Travis Rob, EIT
Manager of Operations and Facilities

Council approval of this report will ensure:

1. That Council, by resolution, accept the Asset Management Policy as written and incorporate it into the Town's Policy Manual
2. That Council accept the State of Maturity Report and further accept the direction of the Asset Management program outlined therein.

2017MayAMPPolicyandSMR

Date: May 18, 2017

Report To: Mayor & Council

From: Tyson Dennis, Chief Building Official/Municipal Planner

Re: **Building Permit Fees for Rainy Lake Square**

On Monday, May 8, 2017 the Planning and Development Executive Committee reviewed a request to waive the building permit fees for the Rainy Lake Square. Construction will be starting in the coming days and permitting is required on the construction of the foundations, plumbing and stage works.

Through this project and during the demolition, the Town of Fort Frances has waived the fees associated with building or demolition permits. Further during the development of the Huffman Court Subdivision, Council waived the demolition permit fees. The Contractor is responsible to apply for a building permit and pay the fees which in turn the Town pays for with markup.

It is the recommendation of the Planning and Development Executive Committee to waive the permit fees associated with the building permit for the construction of the Rainy Lake Square.

Respectfully submitted,

Original Signed By

Tyson Dennis
Chief Building Official/Municipal Planner

<p>Council approval of this report will: waive the permit fees associated with the building permits for the construction of the Rainy Lake Square.</p>

Date: May 18, 2017

Report To: Mayor & Council

From: Tyson Dennis, Chief Building Official/Municipal Planner

Re: **License of Land for Ramp at RBC 343 Scott Street, Fort Frances, ON**

On Monday, May 8, 2017 the Planning and Development Executive Committee reviewed a report and Land Use Agreement submitted by Dialog Ontario Inc. requested on behalf of the Royal Bank of Canada Branch here in Fort Frances, an encroachment agreement for a proper access ramp to the local building.

Dialog Ontario Inc. completed the application process, design proposal was approved by the Building and Planning department and the draft Agreement License of Land for Ramp has been signed by the Owner of the building, Armstrong Investments Co. II-Larry Armstrong.

Planning and Development Executive Committee recommends the agreement be approved and have Council review the request for final submission, for a By-Law to be drafted and passed for a Land Use Easement for the property located at 343 Scott Street, Fort Frances, Ontario.

Attached is a copy of the signed agreement by the owner of the property. RBC leases from Armstrong Investments Co. II. The owner is responsible for the maintenance and overall care of the ramp.

Respectfully submitted,

Original Signed By

Tyson Dennis
Chief Building Official/Municipal Planner

Council approval of this report will: allow the License of Land use for a ramp at 343 Scott Street to be signed by Council and a By-Law to be drafted and brought to Council for approval.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/52**

To: Mayor Avis & Members of Council
FROM: Laurie Lindberg, Treasurer
DATE: May 17, 2017
Subject: Councillor Wendy Brunetta NOMA Conference Per Diem & Travel Expense

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$640.00 and Travel Expense Claim in the amount of 70.00 to attend the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 25 – 28, 2017 as submitted by Councillor Wendy Brunetta.

Travel Expense Summary

1.	Meals	82.00
2.	Per Diem (4 Days)	<u>640.00</u>
	Total	<u>\$722.00</u>

The registration fee of \$325.00 and hotel accommodations of \$400.02 were paid by the Town resulting in the total cost of \$1,447.02 to attend the NOMA Conference as authorized by Council.

The travel expenses and per diem claim is in compliance with Town of Fort Frances Travel Policy Number 3.11 and By-Law 02/10-B Schedule ‘A’.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$640.00 and Travel Expense Claim in the amount of \$82.00 as submitted by Councillor Wendy Brunetta for his attendance at the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 25 – 28, 2017.

Council Approval of this Report Will Agree to the Administration recommendation to approve the per diem and Travel Expense claims in the total amount of \$722.00 as submitted by Councillor Wendy Brunetta for his attendance at the Northern Ontario Municipal Association Conference held in Thunder Bay on April 25 – 28, 2017.



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2017/56**

To: Mayor Avis & Members of Council
FROM: Dawn Galusha, Deputy Treasurer
DATE: May 15, 2017
Subject: Councilor Doug Kitowski NOMA Conference Per Diem & Travel Expense

BACKGROUND

Attached is a copy of the Town of Fort Frances Schedule “F” Travel Statement – Mayor/Council Honorarium per diem in the amount of \$560.00 and Travel Expense Claim in the amount of \$209.45 to attend the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 26 – 28, 2017 as submitted by Councilor Kitowski.

Travel Expense Summary

1. Meals	82.00
2. Gasoline (Own Vehicle)	127.45
3. Per Diem (3 ½ Days)	<u>560.00</u>
Total	<u>\$769.45</u>

The registration fee of \$325.00 and hotel accommodations of \$400.02 were paid by the Town resulting in the total cost of \$1,494.47 to attend the NOMA Conference as authorized by Council.

The travel expenses and per diem claim is in compliance with Town of Fort Frances Travel Policy Number 3.11 and By-Law 02/10-B Schedule ‘A’.

RECOMMENDATION

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$560.00 and Travel Expense Claim in the amount of \$209.45 as submitted by Councilor Kitowski for his attendance at the Northern Ontario Municipal Association (NOMA) Conference held in Thunder Bay on April 26 – 28, 2017.

Council Approval of this Report Will Agree to the Administration recommendation to approve the per diem and Travel Expense claims in the total amount of \$769.45 as submitted by Councilor Kitowski for his attendance at the Northern Ontario Municipal Association Conference held in Thunder Bay on April 26 – 28, 2017.

2017 Capital Budget vs Actual Financial Statement
as at April 30, 2017

	Account Number	TOTAL BUDGET	Actual To Date April 30, 2017	Current Year Variance
GENERAL GOVERNMENT				
Fibre Optic to Town Facilities	20-020-0253-9125-71523	10,000.00		10,000.00
Folding/Inserter Machine Replacement (approx. 100,000/yr.)	20-020-0265-9107-71471	18,000.00	0.00	18,000.00
Computer Upgrades/Server/Switches	20-020-0265-9109-71471	35,000.00	28,817.39	6,182.61
Financial Software Additions	20-020-0265-9109-71503	15,000.00	0.00	15,000.00
TOTAL GENERAL GOVERNMENT		78,000.00	28,817.39	49,182.61
PROTECTION				
<i>Fire</i>				
SCBA & Air Cylinders	20-040-0410-9122-75363	3,900.00		3,900.00
GIS Capital Upgrade	20-040-0410-9123-71471	1,020.00		1,020.00
Fire Truck Replacement (2016 Carryover)	20-040-0410-9133-71471	36,470.00	36,639.40	-169.40
Fire Hose Replacement	20-040-0410-9239-71431	3,000.00		3,000.00
Portable Air Monitor	20-040-0410-9239-71431	6,000.00		6,000.00
		50,390.00	36,639.40	13,750.60
<i>Police Services Board</i>				
1 - Mobile Speed Sign	20-040-0422-9278-71471	5,830.00	0.00	5,830.00
TOTAL PROTECTION		56,220.00	36,639.40	19,580.60
TRANSPORTATION				
<i>Public Works Buildings/General Misc.</i>				
Public Works Small Equipment	20-060-0614-9105-71471	8,000.00	357.68	7,642.32
Asset Management Plan	20-060-0614-9115-71523	155,250.00	40,405.41	114,844.59
Stores / Coffee Room Renovations	20-060-0614-9127-71471	40,000.00		40,000.00
Public Works Landscaping & Drainage Repairs	20-060-0614-9129-71471	25,000.00		25,000.00
Engineering GIS Capital Upgrade	20-060-0624-9123-71471	1,530.00		1,530.00
		229,780.00	40,763.09	189,016.91
<i>Large Equipment & Vehicles</i>				
Replace 1989 Bobcat with Track c/w Bucket (Carryover)	20-060-0619-9298-71471	90,500.00	0.00	90,500.00
Attachments for Track Bobcat Landscaping Rake & Stump Grinder	20-060-0619-9298-71471	26,300.00	0.00	26,300.00
		116,800.00	0.00	116,800.00
<i>Roads / Storm Sewers</i>				
Frog Creek Road - Surface Treatment Application	20-060-0611-9268-71523	44,750.00		44,750.00
Nelson Street Reconstruction from Mosher Ave west to mid block	20-060-0611-9274-71523	216,063.00		216,063.00
Second Street E. Reconstruction between Mowat Ave & Portage Ave	20-060-0611-9275-71523	898,048.00		898,048.00
Oakwood Road - Surface Treatment Application	20-060-0611-9283-71523	31,100.00		31,100.00
Phair Ave 3rd to 5th Contracted Works	20-060-0611-9271-71523	0.00	146.13	-146.13
				0.00
<i>Connecting Link</i>				
Colonization Rd E - Scott Street to WTP Contracted Works	20-060-0616-9277-71523	462,311.00	605.15	461,705.85
Mill Road Overpass Design (2016 Hatch carryover)	20-060-0616-9303-71523	17,372.00	17,371.17	0.83
Mill Road Overpass Reconstruction	20-060-0616-9303-71523	1,818,435.00		1,818,435.00
		3,488,079.00	18,122.45	3,469,956.55
<i>Sidewalks</i>				
Phair Ave 3rd to 5th Contracted Works	20-060-0617-9271-71523	0.00	20.40	-20.40
Nelson Street - Butler to Shevlin Sidewalk	20-060-0617-9272-71523	0.00	803.90	-803.90
Nelson Street Reconstruction from Mosher Ave west to mid block	20-060-0617-9274-71523	22,811.00		22,811.00
Second Street E. Reconstruction between Mowat Ave & Portage Ave	20-060-0617-9275-71523	92,859.00		92,859.00
Kings Hwy/McIrvine Sidewalk	20-060-0617-9276-71523	30,000.00		30,000.00
Scott Street Interlocking Bricks 200 Blocks (North & South sides)	20-060-0617-9299-71523	330,750.00	17,935.20	312,814.80
		476,420.00	18,759.50	457,660.50
<i>Streetlight Pole Replacement & Traffic Lighting</i>				
10 - Waterfront Walkway Poles	20-060-0623-9135-71471	15,000.00	13,437.31	1,562.69
		15,000.00	13,437.31	1,562.69

	Account Number	TOTAL BUDGET	Actual To Date April 30, 2017	Current Year Variance
TOTAL TRANSPORTATION		4,326,079.00	91,082.35	4,234,996.65
PARKS & CEMETERIES				
Parks				
Small Equipment Replacement (Mowers & whipper snippers)	20-160-1610-9105-71471	5,500.00		5,500.00
Replace 1988 V406 - 3/4 ton 2WD Crew Cab Truck with 6'6" Box	20-160-1610-9133-71471	42,000.00	556.46	41,443.54
X730 Law Tractor c/w 60" mower deck (Trade in old X720 Tractor)	20-160-1610-9174-71471	16,000.00		16,000.00
		63,500.00	556.46	62,943.54
Cemeteries				
2 - John Deere X360 Lawn Tractors (Trade-in 2 x 360 lawnmowers)	20-160-1610-9174-71471	17,000.00	0.00	17,000.00
		17,000.00	0.00	17,000.00
TOTAL PARKS & CEMETERIES		80,500.00	556.46	79,943.54
AIRPORT				
Groundwater Well & Treatment	20-060-0660-9302-71523	0.00	940.91	-940.91
Sanitary Holding Tank installation	20-060-0660-9304-71523	25,000.00		25,000.00
TOTAL AIRPORT		25,000.00	940.91	24,059.09
WASTE MANAGEMENT SYSTEM				
Landfill Site Expansion - 2017 RFP and 1st Phase Design activities	20-080-0860-9238-71523	75,000.00		75,000.00
TOTAL WASTE MANAGEMENT SYSTEM		75,000.00	0.00	75,000.00
ENVIRONMENT				
Sanitary Sewer - Collection System				
Sanitary Sewer Tools & Equipment	20-080-0811-9105-71471	12,000.00	2,526.35	9,473.65
GIS Capital Upgrades	20-080-0811-9123-71471	1,530.00		1,530.00
Refurbishing Sanitary Manholes	20-080-0811-9138-71523	50,000.00		50,000.00
Design for Infrastructure Renewal Project for 2018 Construction Work	20-080-0811-9238-71523	37,500.00	30,927.40	6,572.60
Phair Ave 3rd to 5th Street Sewer	20-080-0811-9271-71523		91.55	-91.55
Nelson Street Reconstruction from Mosher Ave west to mid block	20-080-0811-9274-71523	184,476.00		184,476.00
Second Street E. Reconstruction between Mowat Ave & Portage Ave	20-080-0811-9275-71523	267,883.00		267,883.00
Colonization Rd E - Scott Street to WTP	20-080-0811-9277-71523		19.36	-19.36
		553,389.00	33,564.66	519,824.34
Sewage Treatment Plant				
Misc. Capital Upgrades	20-080-0812-9105-71471	120,000.00	822.07	119,177.93
Honeywell Improvements at STP including Street lighting	20-080-0812-9280-71523	50,406.00		50,406.00
Sludge Watering Upgrades	20-080-0812-9290-71523	400,000.00	59,228.34	340,771.66
		570,406.00	60,050.41	510,355.59
Water System				
Water Distribution System				
Miscellaneous Tools/Equipment	20-080-0832-9105-71471	12,000.00	2,926.80	9,073.20
Replace 1995 Large Wheeled Hyundai Excavator	20-080-0832-9107-71471	400,000.00		400,000.00
GIS Capital Upgrades	20-080-0832-9123-71471	3,055.00		3,055.00
Replacing Main Line Water Valves/Hydrants (to be included in Nelson St Trench)	20-080-0832-9137-71523	100,000.00		100,000.00
Design for Infrastructure Renewal 2018 Construction Work	20-080-0832-9238-71523	37,500.00	30,927.39	6,572.61
Phair Ave 3rd to 5th Street Sewer	20-080-0832-9271-71523		103.68	-103.68
Nelson Street Reconstruction from Mosher Ave west to mid block	20-080-0832-9274-71523	137,917.00		137,917.00
Second Street E. Reconstruction between Mowat Ave & Portage Ave	20-080-0832-9275-71523	241,509.00		241,509.00
Mill Road Overpass Reconstruction	20-080-0832-9303-71523	231,307.00		231,307.00
Colonization Rd E - Scott Street to WTP	20-080-0832-9277-71523		141.24	-141.24
		1,163,288.00	34,099.11	1,129,188.89
Water Treatment Plant				
Misc. Small Capital Equipment	20-080-0831-9105-71471	60,000.00	6,291.70	53,708.30
		60,000.00	6,291.70	53,708.30
TOTAL ENVIRONMENT		2,347,083.00	134,005.88	2,213,077.12
SOCIAL & FAMILY SERVICES				
Children's Complex				

	Account Number	TOTAL BUDGET	Actual To Date April 30, 2017	Current Year Variance
Roof Replacement	20-120-1230-9127-71523	65,000.00		65,000.00
Vehicle Replacement -AWD (2016 Carryover)	20-120-1230-9133-71471	35,000.00	29,586.13	5,413.87
		100,000.00	29,586.13	70,413.87
Handi-van Transit Services				
Handivan Bus (2016 Carry Over)	20-060-0632-9133-71471	86,100.00		86,100.00
Handivan Bus (PTIF Grant)	20-060-0632-9133-71471	92,518.00		92,518.00
		178,618.00	0.00	178,618.00
TOTAL SOCIAL & FAMILY SERVICES		278,618.00	29,586.13	249,031.87
Memorial Sports Centre				
Olympia Edger	20-160-1634-9107-71471	5,245.00	5,245.00	0.00
Ladies Sauna	20-160-1634-9127-71523	8,000.00		8,000.00
52 Canadian Rink North Dehumidifier (Carryover)	20-160-1634-9631-71471	23,000.00		23,000.00
IFK Compressor Rebuild	20-160-1634-9633-71471	40,000.00		40,000.00
52 Canadian Brine Pump Filter (Maintenance)	20-160-1634-9637-71471	5,000.00		5,000.00
52 Canadian Ammonia Gas Detector	20-160-1634-9637-71471	3,000.00		3,000.00
52 Canadian Compressor Overhaul	20-160-1634-9637-71523	12,000.00		12,000.00
52 Canadian Water Line Loop Tie-in	20-160-1634-9637-71523	50,000.00		50,000.00
52 Canadian Meeting Room Windows	20-160-1634-9637-71523	3,000.00		3,000.00
Auditorium Flooring	20-160-1634-9638-71523	14,000.00		14,000.00
Auditorium Bar Renovations	20-160-1634-9638-71523	7,000.00		7,000.00
		170,245.00	5,245.00	165,000.00
Recreation				
Sunny Cove Upgrades (5-year Plan)	20-160-1614-9108-71523	8,000.00	0.00	8,000.00
Fitness Equipment (annual)	20-160-1620-9624-71471	10,000.00		10,000.00
Tennis Courts (Carryover)	20-160-1636-9294-71523	129,555.00		129,555.00
		147,555.00	0.00	147,555.00
Museum				
Roof Replacement, Accessible Washroom, Front Entrance Ramp (Dependant on Canada 150 Grant & Federal Grant)	20-160-1645-9127-71523	154,000.00	0.00	154,000.00
TOTAL RECREATION & CULTURAL SERVICES		471,800.00	5,245.00	466,555.00
Library				
Maker Space Equipment	20-160-1640-9105-71471	10,000.00		10,000.00
Computer Upgrades	20-160-1640-9109-71471	20,000.00	296.60	19,703.40
Surveillance Upgrade	20-160-1640-9220-71471	5,000.00		5,000.00
		35,000.00	296.60	34,703.40
PLANNING & DEVELOPMENT				
By-Law				
Ticket Device for Issuing Parking Tickets	20-040-0440-9109-71471	6,500.00	0.00	6,500.00
Building/Planning				
GIS Capital	20-180-1810-9109-71471	1,530.00		1,530.00
		8,030.00	0.00	8,030.00
Civic Centre				
Mag Locks & Access Control - Main Entry	20-020-0253-9127-71471	10,000.00		10,000.00
Main Entrances Remove and Replace Floor Tiles	20-020-0253-9127-71523	50,000.00		50,000.00
Replace Front Walkway/Sidewalk	20-020-0253-9232-71523	42,000.00	5,978.40	36,021.60
		102,000.00	5,978.40	96,021.60
Old Rainy Lake Hotel Site Development - Market Square (2016 Carryover)	20-020-0251-9286-71523	1,537,636.00	18,330.33	1,519,305.67
TOTAL PLANNING & DEVELOPMENT		1,647,666.00	24,308.73	1,623,357.27
TOTAL CAPITAL BUDGET vs ACTUAL TO DATE		9,420,966.00	351,478.85	9,069,487.15

**Town of Fort Frances
General Fund (Operating)
Actuals as at April 30, 2017**

	Actuals to Date	2017 Draft Budget	Variance
CORPORATE			
050 Municipal Tax Levy	(5,102,243.20)	(10,595,333.00)	5,493,089.80
051 Education Tax Levy	(818,293.91)	(1,599,847.00)	781,553.09
052 Supp/Omit Municipal Tax Levy			-
053 Supp/Omit Education Tax Levy			-
056 W/O Municipal	1,297.17	226,140.00	(224,842.83)
057 W/O Education	147.76	21,007.00	(20,859.24)
061 OMPF	(1,553,250.00)	(3,106,500.00)	3,106,500.00
062 Payments-in-Lieu	(17,373.85)	(789,904.00)	789,904.00
070 Sale of Land	(42,150.00)	-	42,150.00
110 Mayor & Council	99,489.97	719,600.00	620,110.03
112 Contribution to Reserves & Reserve Funds		1,375,000.00	1,375,000.00
113 Long Term Debt	82,201.64	633,228.00	551,026.36
115 Election			-
161 Riverside Health Care/Dr Recruitment		68,000.00	68,000.00
161 Clinic Financing Interest		7,000.00	7,000.00
162 RR DSSAB	645,244.42	1,991,502.00	1,346,257.58
164 Northwestern Health Unit	122,937.80	368,814.00	245,876.20
820 Economic Development	55,961.79	167,768.00	111,806.21
821 Travel Information Centre	5,140.06	19,000.00	13,859.94
830 Solar Panel Project	(309.80)	(25,625.00)	(25,315.20)
991 English Public School Board	358,642.90	1,308,908.00	950,265.10
992 English Separate School Board	73,111.84	265,764.00	192,652.16
993 French Public School Board	344.73	1,322.00	977.27
994 French Separate School Board	855.77	2,846.00	1,990.23
Total Corporate	(6,088,244.91)	(8,941,310.00)	15,427,000.70
ADMINISTRATION AND FINANCE			
070 Other Unassigned Revenue	(83,366.53)	(319,195.00)	(235,828.47)
120 Administration	101,294.85	382,295.00	281,000.15
121 Admin Vehicle	2,242.40	3,330.00	1,087.60
122 Town Realty/Municipal Buildings	4,688.23	11,830.00	7,141.77
125 HR Department	23,263.82	58,500.00	35,236.18
130 Clerk	95,038.70	198,660.00	103,621.30
140 Treasury	264,384.33	397,297.00	132,912.67
910 PUC Administration	43,108.25	108,000.00	64,891.75
Total Administration and Finance	450,654.05	840,717.00	390,062.95
EMERGENCY SERVICES			
211 Emergency Services	283,512.06	963,438.00	679,925.94
227 Emergency Measures	3,084.84	14,107.00	11,022.16
228 911 Service	9,174.58	11,800.00	2,625.42
231 Police Revenue	(12,534.91)	(24,000.00)	(11,465.09)
232 Police Services Board	2,347.53	17,670.00	15,322.47
233 Police Administration	688,262.01	2,030,005.00	1,341,742.99
Total Emergency Services	973,846.11	3,013,020.00	2,039,173.89

**Town of Fort Frances
General Fund (Operating)
Actuals as at April 30, 2017**

		Actuals to Date	2017 Draft Budget	Variance
COMMUNITY SERVICES				
622	Sister Kennedy Centre	21,904.51	43,053.00	21,148.49
641	Fort Frances Children's Complex	1,780.07	51,358.00	49,577.93
643	Best Start Hub/Resource Centre	12,360.16	-	(12,360.16)
644	Day Care Resource Teacher	14,207.92	-	(14,207.92)
653	Handi-Transit System	(16,016.82)	103,377.00	119,393.82
713	Townshend Theatre	(4,473.59)	-	4,473.59
722	Recreation Facilities	231,741.03	602,187.00	370,445.97
725	Recreation Programs	(89,257.37)	138,656.00	227,913.37
732	Community Services	38,723.89	133,742.00	95,018.11
740	Sunny Cove Camp	(3,449.38)	23,705.00	27,154.38
781	Fort Frances Public Library	164,821.90	480,749.00	315,927.10
784	Library School Co-op Fund	(1,299.98)	-	1,299.98
791	Museum	58,419.29	144,027.00	85,607.71
817	Waterfront Development/Marina	1,770.91	38,056.00	36,285.09
Total Community Services		431,232.54	1,758,910.00	1,327,677.46
OPERATIONS AND FACILITIES				
310	PW Administration	(111,461.57)	(198,059.00)	(86,597.43)
311	PW Buildings & Yards	46,667.26	119,380.00	72,712.74
313	Municipal Roads	422,813.93	1,382,899.00	960,085.07
318	Public Parking Lots	2,278.47	16,994.00	14,715.53
320	Sidewalks	29,682.26	101,671.00	71,988.74
330	Private Works Charges	7,068.20	47,060.00	39,991.80
331	Private Crossing Charges	2,491.07	16,678.00	14,186.93
333	PW Vehicles	79,379.52	230,462.00	151,082.48
334	PW Equipment	50,188.32	264,141.00	213,952.68
344	PW Stores	23,984.66	72,336.00	48,351.34
345	Traffic Signal Maintenance	2,343.29	8,735.00	6,391.71
346	Streetlight Maintenance	23,354.69	75,496.00	52,141.31
350	Garbage Collection	(57,739.75)	(208,376.00)	(150,636.25)
351	Recycling Services	33,993.17	213,649.00	179,655.83
352	Sanitary Landfill	(31,247.98)	(5,273.00)	25,974.98
360	Engineering	11,343.30	33,795.00	22,451.70
390	Airport	(6,699.89)	(28,880.00)	(22,180.11)
391	Airport Building Maintenance	16,630.63	46,625.00	29,994.37
393	Airport Grounds Maintenance	3,663.69	63,704.00	60,040.31
580	Parks & Cemeteries Admin.	43,203.79	163,466.00	120,262.21
582	Fort Frances Cemetery	3,318.03	78,580.00	75,261.97
583	Riverview Cemetery	12,027.75	186,636.00	174,608.25
584	Point Park	(4,148.28)	30,111.00	34,259.28
585	Parks - Outdoor Facilities	30,861.32	266,840.00	235,978.68
586	Lions Millennium Park	4,571.99	9,634.00	5,062.01
Total Operations and Facilities		638,567.87	2,988,304.00	2,349,736.13


**Town of Fort Frances
General Fund (Operating)
Actuals as at April 30, 2017**

		Actuals to Date	2017 Draft Budget	Variance
PLANNING AND DEVELOPMENT				
150	Civic Centre	32,070.92	114,718.00	82,647.08
271	By-Law Enforcement	43,856.02	146,640.00	102,783.98
272	Animal Shelter	1,636.79	9,105.00	7,468.21
813	Building Official	30,329.86	21,776.00	(8,553.86)
815	Planning & Zoning	1,429.79	48,120.00	46,690.21
	Total Planning and Development	109,323.38	340,359.00	231,035.62
	Sub-Total General Fund (Operating)	(3,484,620.96)	-	21,764,686.75
L80	Surplus from Previous Year			-
	Deficit/(Surplus)	(3,484,620.96)	-	21,764,686.75
	TOTAL BUDGET - Revenue	(9,134,923.93)	(21,739,787.00)	(12,604,863.07)
	TOTAL BUDGET - Expenditures	5,650,302.97	21,739,787.00	16,089,484.03
		(3,484,620.96)	0.00	3,484,620.96

Water and Sewer Fund (Operating)
Actuals to April 30, 2017

WATER		Actuals to Date	2017 Budget	Variance
961	Waterworks Administration	-339,689.36	(680,548.00)	(340,858.64)
965	Water Treatment Plant	179,528.34	556,442.00	376,913.66
966	Water Storage Facility	8,540.96	124,106.00	115,565.04
		-151,620.06	0.00	151,620.06
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		-151,620.06	0.00	151,620.06

SEWER		Actual to Date	2017 Budget	Variance
410	Sanitary Sewer Administration	-345,368.12	(756,652.00)	(411,283.88)
413	Sewage Treatment Plant	87,267.08	756,652.00	669,384.92
		-258,101.04	0.00	258,101.04
L80	Surplus from Previous Year Before TCA	0.00	0.00	0.00
		-258,101.04	0.00	258,101.04

 FORTFRANCES <small>BOUNDLESS</small> Fire & Rescue Service Apr. 2017 Report	Total Hours: Incidents & Training;	Training Sessions:	Public Ed & Prevention; Public Events:	Fire Safety Standards Enforcement Inspections:	Fire Drills	EMS Calls:	Fire Calls:	Fire Loss in Dollars:	Alarm Calls:	MVC Calls:	Ice / Water Calls:	(CO) Carbon Monoxide & Hazmat Calls:	High Angle Rescue / CS Calls:	Mutual Aid Calls:	Critical Incident Stress Debriefs:
Number of Events	21.7 hrs.	2	4	5	3	32	8	\$0	6	1	0	2	0	0	0

Highlights from: Tyler Moffitt - Fire Chief/CEMC

»**CALLS FOR EMERGENCY SERVICE:** THE FORT FRANCES FIRE & RESCUE SERVICE RESPONDED TO **49 EMERGENCY CALLS** FOR SERVICE DURING APRIL 2017.

»**Total Hours:** A total of 17.7 Hours were spent on responding to emergency incidents. As well, there were two (2- hour Fire Practices) for a total of 4 hours.

»**Time of Day:** During this month 76% of our calls for service occurred on the Day Shift between 07:00 & 19:00 and 24% of our calls for service occurred during the Night Shift between 19:00 & 07:00.

»**Public Fire Safety Education / Public Events:** Our Team attended the Business and Community Expo on April 21st and 22nd; approx. 1000 people attended our Fire Safety Booth. As well, we had two Fire Hall Tours of children come through. On April 24th we had an open house where 11 (eleven) people attended who were interested in becoming Volunteer Firefighters. Also, for those who could not attend the open house ... they have stopped by and obtained an application and job descriptions, and applied.

»**Fire Prevention Inspections:** Our Captain of Fire Prevention & Education completed 5 (five) re-inspections / Closed out an inspection order for Copper River Inn / Approved fire drill scenarios and supervised corresponding fire drills for our Communities Vulnerable Occupancies, which consisted of: our local Hospital, Rainycrest, and Sybil Russel Hall.

»**Emergency Medicals Service (EMS) Response Calls:** There were 32 (thirty two) Emergency Medical Service (EMS) requests, which accounted for 65% of our calls, with 72% of them occurring on the Day Shift between 07:00 & 19:00 and 28% of them occurring during the Night Shift between 19:00 & 07:00. As well, these EMS calls accounted for a total of 12.2 hours.

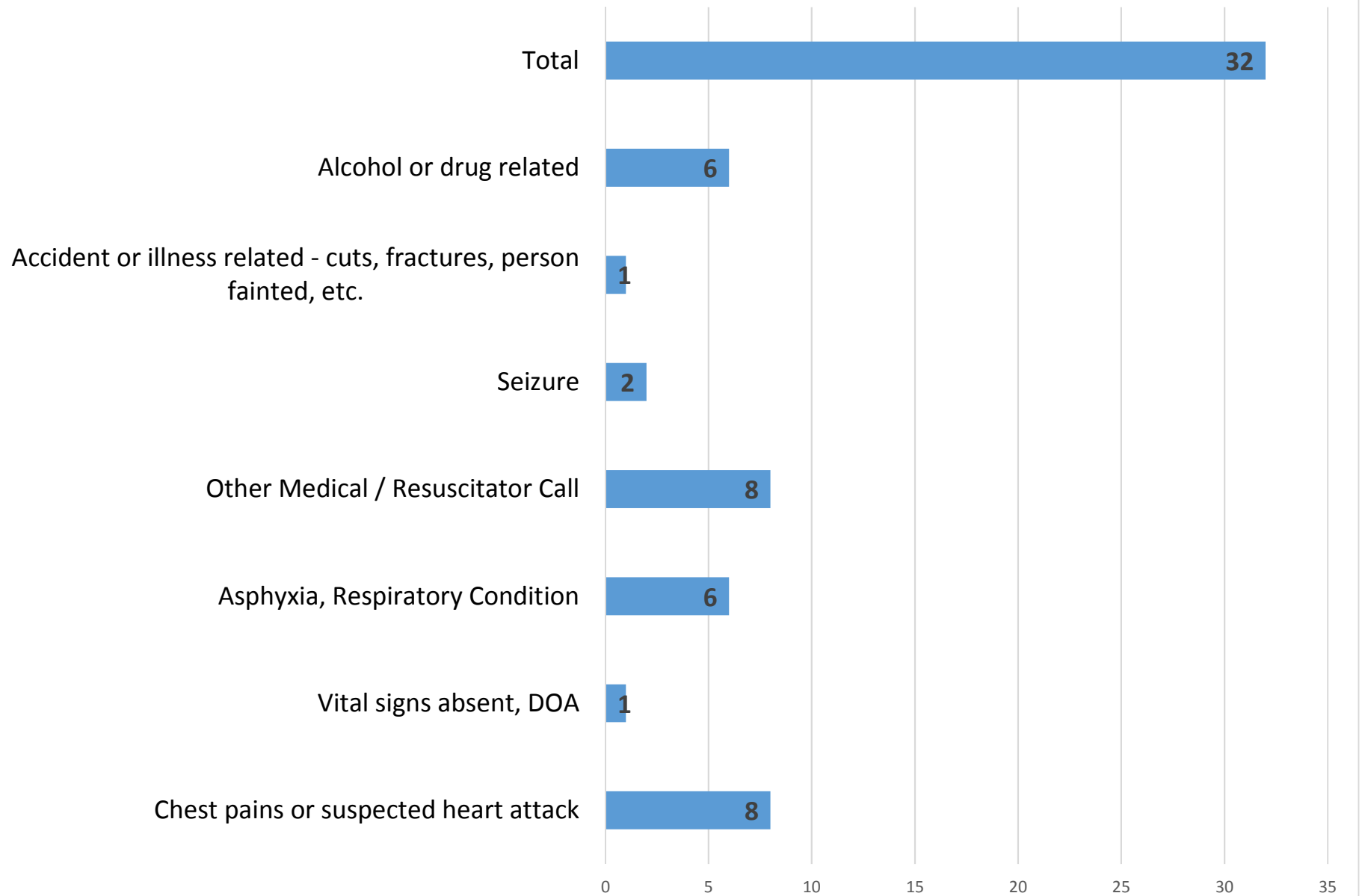
Note: 6 (six) or 19% of our EMS calls were "LEVEL ZERO CALLS" ... known as "FIRST RESPONSE CALLS." These are calls where our Fire & Rescue Service were on scene in advance of the Paramedic Service, because they were unavailable at the time of the call. The time spent on 6 (six) of these FIRST RESPONSE CALLS was 194 minutes (3.2 hours), which is an average of 32 minutes dedicated to each call. Note: It was noted on 2 (two) First Response Calls that Paramedics arrived on scene 15 minutes after Fire & Rescue. The dates were April 8th at: 09:55, which was busy day with 8 (eight) Emergency Medical Service Calls ... with 4 (four) being First Response Calls. On April 10th at 03:46 on a First Response Call ... Paramedics arrived on scene 15 minutes after Fire & Rescue. As well, 9 (nine) or 28% of our EMS calls we attended were during Monday to Friday and during the hours when two ambulances were on duty in the Town of Fort Frances.

»**Fire Response Calls:** There were 7 (Seven) Fire Response Calls; 5 (five) of the fires were grass fires, which were started by unknown people. Another fire ended up being a camp fire in a ravine, and another one involved an individual starting to burn a pile of grass, but was informed by our on duty firefighter to extinguish the fire. A major fire call in to us last month, but that fire was across the river in the United States.

»**Pre- Fire Response Calls:** There were no Pre-Fire response Calls.

»**Motor Vehicle Crashes (MVC's) Response Calls:** There was 1 (One) Motor Vehicle Crash attended by our service.

Fort Frances Fire & Rescue Service EMS Calls April 2017



2017 - tonnage at Landfill Site - updated May 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	149.38	32.06	309.46	66.41	7.17	1.54	0.00	395.39	411.69	466.01	\$23,164.20	\$21,321.44	\$28,951.58	70.62	\$5,787.38
APRIL	217.26	34.44	405.17	64.22	8.48	1.34	20.73	573.09	574.04	630.91	\$34,152.50	\$30,505.60	\$40,385.84	57.82	\$6,233.34
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	154.05	32.25	312.27	65.99	8.05	1.76	5.18	636.78	582.59	158.12	\$32,161.23	\$29,873.98	\$28,948.82	244.85	-51,554.22
Total	616.18		1249.07		32.18		20.73	7641.34	6991.06	1897.43	\$385,934.80	\$358,487.81	\$115,795.28	-5743.91	-\$270,139.52
Town of Fort Frances Tonnage											\$385,934.80	Actual	\$115,795.28		
	1865.25										\$384,888.00	Budget	\$391,084.00		
								Includes 603.005t associated with the Fight the Blight Campaign							
Total Tonnage	1897.43										\$385,934.80	Forecasted	\$347,385.84		
Residential Tonnage	616.18	32.47%													
ICI Tonnage	1249.07	65.83%													
Coverage material	20.73														

Fort Frances Airport- Page 2/2 - Fuel Sales - As of May 15, 2017																			
Fuel Sales Recap - 2017									2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	Variance 2016-2015
Month	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	per	per	Average
	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	month	month	2015 to 2007
January	8,175	8,175	17,500	17,500	0	0	25,675	25,675	7,528	8,692	11,543	7,216	10,252	7,308	10,971	15,989	29,926	16,283	13,002
February	8,377	16,552	4,126	21,626	0	0	12,503	38,178	11,904	11,231	12,304	6,197	6,918	3,687	5,782	13,135	21,134	11,782	10,316
March	4,574	21,126	16,954	38,580	200	200	21,728	59,906	13,255	17,795	10,508	12,077	9,329	10,390	15,539	9,612	27,435	19,969	14,235
April	4,322	25,448	8,780	47,360	0	200	13,102	73,008	8,592	13,219	8,377	4,453	8,251	5,294	24,825	10,676	22,466	28,609	13,505
May		25,448		47,360		200	0	73,008	24,681	16,161	29,753	18,350	21,891	19,790	25,375	24,033	30,287	47,258	26,824
June		25,448		47,360		200	0	73,008	26,015	45,698	30,789	22,786	23,537	25,723	27,768	22,395	35,995	40,736	28,416
July		25,448		47,360		200	0	73,008	29,002	28,150	14,441	19,232	32,650	19,124	30,455	24,925	33,390	44,875	27,566
August		25,448		47,360		200	0	73,008	21,119	36,638	20,450	20,075	30,783	21,467	33,139	28,250	40,177	41,630	28,566
September		25,448		47,360		200	0	73,008	21,325	24,238	21,837	18,005	19,431	22,511	23,363	18,937	28,822	30,341	22,730
October		25,448		47,360		200	0	73,008	30,655	8,216	15,472	13,109	11,325	13,677	15,033	21,304	16,631	28,020	18,358
November		25,448		47,360		200	0	73,008	22,349	11,616	7,238	6,398	8,170	6,785	17,747	10,754	16,951	16,842	12,582
December		25,448		47,360		200	0	73,008	13,797	7,592	6,849	2,028	8,179	2,446	7,641	7,596	13,083	14,733	8,484
Total	25,448		47,360		200		73,008		230,222	229,246	189,561	149,926	190,716	158,202	237,638	207,606	316,297	341,078	224,583
								Jan to Arpil	41,279	50,937	42,732	29,943	34,750	26,679	57,117	49,412	100,961	76,643	51,057
																			-157,214
																			31,729

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

Aircraft Landings 2017
As of May 15, 2017 Statistics - Page 1/2

Month	Bearskin Flights			Bearskin- Passengers			Government			Private			Med-I-vacs			International			Commercial			Totals			Variance
	2017	2016	2015	2017	2016	2015	2017	2016	2015	2017	2016	2015	2017	2016	2015	2017	2016	2015	2017	2016	2015	2017	2016	2015	2017-2016
January	76	70	76	308	261	256	0	1	6	2	3	6	42	30	43	4	3	4	48	36	42	172	143	177	29
February	80	69	67	334	233	241	1	1	2	1	1	7	32	35	36	0	1	3	39	49	40	153	156	155	-3
March	90	69	78	336	199	341	10	0	5	4	17	30	50	34	36	14	3	5	51	55	38	219	178	192	41
1/4 Total	246	208	221	978	693	838	11	2	13	7	21	43	124	99	115	18	7	12	138	140	120	544	477	524	67
April	67	81	81	289	288	330	0	7	1	18	8	23	40	47	41	3	3	2	41	40	53	169	186	201	-17
May		88	82		309	365		4	1		9	28		37	37		32	34		59	77	0	229	259	-229
June		76	80		273	322		0	11		30	36		38	31		77	74		52	96	0	273	328	-273
1/2 Total	313	453	464	1267	1563	1855	11	13	26	25	68	130	164	221	224	21	119	122	179	291	346	713	1165	1312	-452
July		72	81		221	297		2	8		48	40		51	35		66	83		47	77	0	286	324	-286
August		84	79		256	297		6	4		42	39		66	31		71	73		53	87	0	322	313	-322
September		78	76		277	328		1	0		15	17		40	36		45	44		51	76	0	230	249	-230
3/4 Total	313	687	700	1267	2317	2777	11	22	38	25	173	226	164	378	326	21	301	322	179	442	586	713	2003	2198	-1290
October		85	83		357	309		2	4		10	20		41	47		18	9		47	51	0	203	214	-203
November		72	68		328	260		3	0		20	9		28	30		7	1		38	38	0	168	146	-168
December		64	68		231	200		0	0		0	4		29	31		0	2		29	34	0	122	139	-122
Total	313	908	919	1267	3233	3546	11	27	42	25	203	259	164	476	434	21	326	334	179	556	709	713	2496	2697	-1783



Fort Frances WPCP
200 McIrvine Rd
Fort Frances, Ontario
P9A 3S3
Tel: 807-274-3121
Fax: 807-274-8381

May 8, 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
April 2017 Monthly Report**

As per the operating agreement, the attached document is the April 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,

A handwritten signature in blue ink, appearing to read 'Kelly C', is positioned above the typed name of the sender.

Kelly Cunningham
Senior Operator

For Larry Wachter
Operations Manager

**The Corporation of the Town of Fort Frances
Wastewater Treatment Plant
(Sewage Plant)
April 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 April 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.

APRIL 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	19.9 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	5.4 mg/L	25 mg/L	15 mg/L	46.5 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.17 mg/L	1.0 mg/L	0.9 mg/L	1.5 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	7.71 mg/L 4.42 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		53 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 7.6 to 7.9; average pH was 7.8		
Temperature degrees C				Temperatures ranged from 8.5 to 9.5 C; average temperature of effluent was 9.0 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 April was 8558.6 m³/day. This represents 95% of the design average flow. Total treated flow for the month was 256759 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	1100 +/- @ 8.0% +3x205 L @ 12%	Litres
Alum	13.8 +/- @ 55 %	Cubic meters
Polymer	1 x 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 of spiral screen access hatch, removed wrapped debris as required
- Pumped the sump in the digester valve chamber
- Changed oil in blowers 4 and 5
- Weekly manifold wash on the Fournier press
- Removed debris from the Teacup and hosed Snail
- Hosed basement sump and relieved sticky check valve
- Replaced a belt head works exhaust fan
- Installed the mower deck on the John Deere tractor
- Changed oil in the Fournier rotary press gearbox

Pump Stations:

- Ran gensets
- Changed seal water strainers
- Pulled and cleaned pump 1 at Central Avenue lift station
- New complete starter installed for pump 1 at Boundary Road lift station
- Pumped down Church Street wet well on hand and reset power

PROCESS AND OPTIMIZATION ISSUES

The lack of a booster pump for the polymer system dilution water is preventing further optimization of the new sludge thickener.

SLUDGE SUMMARY

Asselin Storage and Transportation Limited hauled a calculated total of 83.8 m³ (11 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 18.7 % TS for the month.

COMPLAINTS

There were no complaints during the report period.

BYPASS REPORT(S)

There was a 2.1 HR power outage on the 14th resulting in a UV bypass of approximately 350 m³.

COMMENTS

Plant power consumption for the month was 632 (x 180 multiplier) kWh.

The annual Rainbow trout acute lethality testing was sent out to the lab on April 25th with no trout lethality.

The polymer/water solution flow for the month of April was 233 m³ at a polymer concentration of 0.2%.

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)