

TOWN OF FORT FRANCES

Operations and Facilities Executive Committee

AGENDA - December 6, 2017, 8:30 AM

MEETING - Civic Centre

Session #017

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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>	
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8. <u>Adjourn / Next Meeting Date</u>	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #016

November 22, 2017

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on November 22, 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: Mayor Roy Avis

1. Call to Order

1.1 The meeting was called to order at 8:42 a.m.

2. Disclosure of pecuniary interest and the general nature thereof

2.1 None

3. Approval of Previous Committee Minutes

3.1 Minutes from the previous meeting of this committee on November 8, 2017.

4. Non-agenda Items

4.1 None

5. Items Referred from Council

Request Regarding Heaving of the Private Crossing at 100 Oakwood Road

5.1 Request Regarding Heaving of the Private Crossing at 100 Oakwood Road - request for repair to follow By-Law and property owner to apply for replacement.

6. New Business

6.1 October 2017 Drinking Water Systems Monthly Summary - the administration report was accepted as presented.

6.2 Report No. 2 - Establishing 2018 Water and Sewer Rates - a discussion on the proposed water and sewer rates took place and it was decided to move forward with Scenario 2.

- 6.3 First Draft of 2018 Operating and Capital Budget for Operations and Facilities Division - previously distributed material - the budget was presented and discussed.

7. Information

- 7.1 Fort Frances Wastewater Treatment Facility October 2017 Monthly Report - the Wastewater Treatment October Report was reviewed and will be forwarded to Council as information only. No action required.
- 7.2 Airport Statistics as of November 20, 2017 - the Airport Statistics were reviewed and will be forwarded to Council as information only. No action required.
- 7.3 Sewer and Water Data updated November 20, 2017 - the Sewer and Water Data was reviewed and will be forwarded to Council as information only. No action required.
- 7.4 2017 Tonnage at the Landfill Site as of November 20, 2017 - the Landfill Statistics were reviewed and will be forwarded to Council as information only. No action required.

8. Adjourn / Next Meeting Date

- 8.1 The meeting adjourned at 9:57 a.m.

Executive Committee Chair

T. Rob, Manager of Operations & Facilities

December 6, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Letter Regarding Snow Removal on Scott Street

At the November 27, 2017 meeting of Council, a letter, dated November 22, 2017 from Ms. Carole Mackintosh was referred to the Operations and Facilities Executive Committee. Over the years the snow removal within the Downtown core has been a highly debated topic and the Operations and Facilities Division relies on the Winter Control Policy and Minimum Maintenance Standards for Municipal Highways (Ontario Regulation 239/02) for guidance in snow removal.

Under the Minimum maintenance standards, the removal of snow from the traveled portion of the roadway must be completed within a certain time period depending on the roadway class. For Scott Street, the driving lanes must be cleared within 12 hours of the end of the storm once the accumulation exceeds 8cm (3 inches). There is no requirement to clear the parking lanes or banks under the minimum maintenance standards.

The Town's winter control policy sets out that the downtown area is a priority route and as a result is the first section to be plowed. Under section 4.02 of the policy, the banks downtown will be removed after they have reached a height of 24" and plowing of the remaining sections of Town are completed and resources are available, and that snow removal will take place after regular business hours. During the winter season the regular Public Works work force is split where five employees are pulled from the regular day shift and placed on a rotating night shift for the purpose of snow removal. Per the winter control policy, this shift is implemented at the discretion of the Operations and Facilities Division Manager and Transportation Superintendent when there is sufficient snow to justify taking five employees from day shift and work can progress with the reduced staff. The snow removal night shift is typically instated in the middle of December and runs until the middle to end of March.

For the removal of the snow banks off of Scott Street to occur concurrently with the plowing operation in a timely manner after business hours would require a grader, loader and two trucks to complete. This would only leave one other grader or plow truck to plow the remaining town as it takes a full shift to get the downtown core cleaned up. This would likely put us in non-compliance as other priority routes would not be able to be cleared in the times stipulated in the Minimum Maintenance Standards. Per the Town's Sidewalk Snow Removal By-Law 181, it is the responsibility of the property owners to remove the snow from their sidewalks, and on Scott Street, that snow is deposited at the curb. Therefore, the following night, the crew would have to return to the downtown to remove the snow deposited at the curb by the store owners shovelling the sidewalks in front of their stores. This would double the time it currently takes us to clean the downtown core after a snow event pulling our crew away from other tasks, such as plowing secondary roads, dead ends cul-du-sacs and lanes unless there was a substantial increase in crew size and additional equipment purchased for snow removal.

At this point, the Town has experienced two winter events in the fall of 2017, one in late October and the other in early November with a slight thaw taking place between the two events with total one-time accumulation at approximately 10". Since the second event we have experienced a continuous thaw and rain events reducing, substantially, the on-ground accumulation.

The Town has been addressing the snow removal on Scott Street in the same manner for many years and at this point it is the recommendation of Administration that no changes be made to the winter control policy for snow removal in the downtown core.

Respectfully Submitted

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

Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of Administration that no changes be made to the winter control policy for snow removal in the downtown core.

Manager of Operations and Facilities

2017Dec Scott Street Snow Removal

CAROLE F. MACKINTOSH

November 22, 2017

Fort Frances Town Council
Fort Frances Civic Centre
320 Portage Avenue
Fort Frances ON P9A 3P9

Dear Mayor and Council:

This letter is being submitted as a matter of public safety; for your edification and, hopefully, action in the near future. I refer specifically to snow removal practices in the Scott Street business district. The local downtown merchants are very good at clearing their stretches of sidewalk but are limited by the street side snowbanks. Many of them (merchants) cut access gaps in the snow but these are often rendered inaccessible by vehicles parked on the street.

Attempting to climb over these banks is extremely hazardous for all, but especially for persons with diminished mobility. Moreover, these snow banks also form miniature ice dams which impede drainage from the sidewalks and, upon freezing create doubly treacherous clear ice on the backside of the banks.

I write as a recent casualty of the snowbanks on Scott Street and - in the interests of reducing the risk of additional accident and/or injury to the public from the current inadequate approach - respectfully submit the following: for the designated downtown blocks, when clearing the main street, municipal crews should remove the snowbanks concurrently with their formation by the grader. While this may admittedly prove more costly than the present system, it might very well prove to be considerably less so than any potential lawsuit directed toward the town resulting from injury. Thank you in advance for your consideration of this matter.

Sincerely,

Carole F. MacKintosh

event of a liability claim.

There are 16 standards where 2 of them are related to winter control activities – snow accumulation and icy roadways. There are no standards in regards to snow removal.

1.03 The Winter Control Season will be in affect from October 15th to April 15th.

SECTION 2.00 - SCOPE OF WORK

2:01 Area of Responsibility

The Operations and Facilities Division is responsible for the winter maintenance on all roads, lanes, sidewalks and six (6) municipal parking lots within the boundaries of the Corporation of the Town of Fort Frances.

Included is 162 lane-km, 42 km of sidewalks and six (6) town owned parking lots.

2:02 Equipment

The Operations and Facilities Division has at its disposal two (2) town owned graders, one (1) sander, one (1) combination plow/sander truck, one (1) sidewalk blower, one (1) full size blower, two (2) loaders, (both equipped with snow bucket or plow), two (2) tandem trucks and one (1) single axle/with plow truck.

Town owned equipment will be supplemented by contract operated equipment and trucks on an as required basis.

2:03 Manpower

The Operations and Facilities Division has an available winter maintenance staff consisting of one (1) working foreman, one (1) leadhand, four (4) equipment operators, two (2) truck drivers and seven (7) labourers. The two (2) water distribution operators will also be included in the winter maintenance scheduling.

In an emergency situation additional staff would be available from other areas of the department i.e. mechanical, stores and engineering.

When the “*snow season*” arrives this staffing provides for coverage for two (2) shifts, five (5) days a week. There will be a 7:30 a.m. to 4:00 p.m. day shift and a 10:00 p.m. to 6:00 a.m. night shift from Monday to Friday. During the period from 4:00 p.m. to 10:00 p.m. and 6:00 a.m. to 7:30 a.m. and weekends manpower is on a voluntary basis. Emergency calls are covered through an on call person 24 hours a day, 7 days a week. During an emergency situation if the on call person is unsuccessful in getting sufficient crews to respond he/she shall consult with the Manager of Operations & Facilities or Transportation Superintendent regarding the use of contracted equipment.

2.04 Night Shift Schedule for “*Snow Season*”

Prior to the “*snow season*” a night shift schedule will be made up of employees who volunteer to be on nights through the “*snow season*” and a rotation of all employees qualified to drive truck and/or operate equipment. The night shift will consist of five (5) employees, one (1) working foreman, two (2) operators and two (2) truck drivers. Working foreman will participate in operating equipment and/or truck driving on the night shift.

The night shift will be implemented when at the discretion of the Manager of Operations & Facilities and Transportation Superintendent there is sufficient amounts of snow to justify taking five (5) employees from the day shift and that

work in progress can be completed with this reduction in staff.

2.05 Staff Training

Qualified employees will be given the opportunity to train on equipment when the work schedule permits such training. An ideal time for training on some of the larger equipment is on the night shift in areas where there is little or no traffic. Employees will be given the opportunity to train under the guidance of experienced operators. This will build a more versatile workforce for future operations.

2.06 Parking Regulations and Enforcement

Parking restrictions and regulations (i.e. calendar parking, parking prohibited, etc.) have been placed on town streets and will be strictly enforced to allow snow plowing/removal operations to proceed unimpeded.

The Town's By-law Enforcement Officers will publicize the appropriate calendar parking by-law. Calendar parking shall be deemed to be a twenty-four (24) hour period commencing at nine (9) o'clock in the forenoon and after such time the day shall be deemed odd or even depending on the calendar designation of such day of commencement of the said twenty-four (24) hour period.

2.07 Enforcement Policy

The By-law Enforcement Officers and O.P.P. members in support of the Fort Frances Operations and Facilities Division completing snow removal in town will adhere to the following policy.

- By-Law Enforcement Officers will complete enforcement of parking by-laws during weekdays. Operations and Facilities Division will contact By-Law direct for support in ticketing violators and removing illegally parked vehicles.
- Enforcement of parking by-laws after hours will be completed by O.P.P. Officers. Operations and Facilities Division will contact the O.P.P. Telecommunications Unit who will dispatch officers to attend and ticket vehicles in areas requiring snow removal. Operations and Facilities Division will arrange for any necessary towing. Application is being sought to amend the parking by-law in relation to the 200 block Scott Street. This will reflect no parking after 0300 hours, which is consistent with business hours of Gartch's Pub.
- Notification will be made to the O.P.P. by Operations and Facilities Division of specific nights when snow will be removed in the core downtown area. Officers will conduct enforcement of the parking by-law in these areas. This will assist Operations and Facilities Division who will have vehicles interfering with snow removal towed away at the owner's expense.
- Enforcement of the by-law in the 200 block of Scott Street will be delayed until 0300 hours consistent with the proposed amendment.
- O.P.P. members will notify the "on call " Operations and Facilities Division member 275-9754 between 2300 – 0700 hours when snow accumulation reaches 5cm.
- When contacting the Police or By-Law – information needed is: location of vehicle and license plate number.

Contact Numbers:

By-Law: 275-9651

O.P.P. Kenora: 1-888-310-1122

O.P.P. Town: 274-3322

Tow Truck Numbers:

Bett Will: 274-5977

North Auto: 274-7243

SECTION 3.00 - SNOWPLOWING

3.01 Roads

All roads in the Town of Fort Frances will be plowed in accordance with the attached snowplowing priorities plan (see Appendix AA≡).

Road Classifications

Based on the Average Annual Daily Traffic (number of motor vehicles versus the Posted or Statutory Speed Limit (kilometres per hour), there are Class 3, Class 4, Class 5 and Class 6 roads in the Town of Fort Frances boundaries.

Plowing of 'Class 3' roads will have a completion time of 12 hours after the snow has reached a depth of 8 centimetres.

Plowing of 'Class 4' roads will have a completion time of 16 hours after the snow has reached a depth of 8 centimetres.

Plowing of 'Class 5' roads will have a completion time of 24 hours after the snow has reached a depth of 10 centimetres.

There is no standard for 'Class 6' roads in the minimum maintenance standards and therefore they will be plowed after all Class 3, 4 and 5 roads have been completed.

* There is a map in Appendix "L" with all road classifications in the Town of Fort Frances for the Minimum Maintenance Standards.

Priority One (Class 3 & Class 4 Roads) - Priority one roads include Kings Highway 11/71, Highway 602, Second Street East, Scott Street, Ambulance/Hospital Route, Schools, Rainycrest, Emergency Evacuation Route and the Downtown Area.

All snowplowing equipment will have a map of the priority route for that particular piece of equipment as well as a list in order of its priorities.

Equipment operators have been asked to follow the list of priorities as close as possible to deliver a consistent level of service.

Priority Two (Class 5 & Class 6 Roads) - The Town of Fort Frances is divided into eight (8) areas with the Downtown Priority #1 area being the dividing line between east and west. The Canadian National Railway is the dividing line for the north areas. These areas are then divided by priority.

Basically after the Priority One routes are complete one (1) grader plows east and the other west starting from the Downtown Area and plowing outwards. The plow truck does the north areas when completing its priority route.

The individual in charge (whether it be the Superintendent, Foreman or Standby Person) are to use their own discretion depending upon manpower, equipment, and amount of snowfall to determine the time of day the plows go out.

It is not practical to snowplow the Downtown Business area during regular business hours (8:00 a.m. to 10:00 p.m.).

It is suggested to standardize the level of winter control maintenance in the downtown business area (see appendix "D" of the Winter Operations Policy) in order to meet the minimum maintenance standards for municipal roadways, that

the following guidelines have been proposed;

- Apply winter control sand/salt mixture during regular business hours.
- Snowplowing will occur immediately before or after regular business hours, where the snow is pushed or winged to the outside edges of the roadway in accordance with Ontario Regulation 239/02.
- Snow removal will take place according to the policy in Section 4:00.

The ideal situation would have the plow truck (Unit 115) leave the Shop and go west to the start of the four laner's on King's Highway at Pit Road #1 as outlined in Appendix "I". It would start plowing east down the centre of the four laner's to Central Avenue then up to Scott Street and down the centre of Scott Street to Colonization Road East, and continue plowing the centre of Colonization Road East to the Overpass. The plow truck would then plow the centre of Second Street from Colonization Road East to Central Avenue. The plow truck would then do all of Front Street and then proceed to its priority route in the North End.

The graders (Unit #205 and #207) would leave the Shop and go east down Fifth Street to Portage Avenue then south to Scott Street.

Grader #205 would go east and plow Scott Street, then Colonization Road East over the Overpass to the east town limits. 205 would then plow Second Street from Colonization Road East to Central Avenue as outlined in Appendix "H".

Grader #207 would go west and plow the highway to the west town limits back to Central Avenue and then Highway 602 to Oakwood Road as outlined in Appendix "G".

Both graders would then complete the Downtown area.

When the Downtown area is complete Grader #207 will go west and Grader #205 will go east to their next respective priority.

The Cat IT38B loader (317) will plow the lanes and parking lots in the Downtown area as outlined in Appendix "F".

The Cat 930H loader (318) will do cul-de-sacs and dead-ends according to priority list as outlined in Appendix "E". We will alternate between the east list and west list on a monthly basis, as to which gets done first.

October -	East
November -	West
December -	East
January -	West
February -	East
March -	West

Plowing of the roads should be completed in 24 hours. Some Class 6 roads may have a longer completion time.

Once the snow plows have advanced far enough ahead, send sander and sidewalk plows out. Sidewalk plowing is to be done on a priority basis as shown in Appendix "J". The first priority will ensure sidewalks are plowed on both sides of the Underpass and then Portage Avenue to the Civic Centre, then Church Street to Victoria Avenue and Victoria Avenue to Scott Street.

The sidewalk plow will then plow the north side of Scott Street to Colonization Road East and then the north side of Second Street East to Central Avenue continue plowing on Third Street West to King's Highway out to Wal Mart. Then

plow the south side of Highway 602 from Biddeson Avenue to Keating Avenue and then proceed to the Downtown Priority #1 area and plow until completed and continue with priority list.

Loaders will plow lanes from the Downtown area outwards when their priority lists are done.

All lanes and designated sidewalks will be plowed in 48 – 60 hours.

In the case of a “winter snow event” on a weekend or holiday it is the responsibility of the on call person to call in a crew to plow the roads according to the priorities set out in the policy.

As there is no standard for sidewalks in the “Minimum Maintenance Standards”, they will not normally be plowed on weekends or holidays.

SECTION 4:00 - SNOW REMOVAL

4.01 General

Snow removal at the discretion of the Manager of Operations and Facilities or Transportation Superintendent will commence approximately 48 hours after a storm or as soon as plowing is complete. The following is the list of snow removal areas in order of priority:

1. Downtown snow removal area
2. The overpass and underpass
3. Municipal parking lots (when necessary)
4. Businesses and churches and halls outside Downtown area
5. Fire hydrants
6. Intersections
7. Lane entrances
8. Priority routes
9. Residential streets

4.02 Downtown Snow Removal Area

Once snow plowing operations are completed for the entire Town or once resources are available and there is a need to remove the snow (approximately 24 inch high banks of snow) that the snow be removed in accordance to the existing policy. Snow removal services will only occur after regular business hours on Scott Street and Mowat Avenue, where side streets and other parts of Downtown area can be removed at any time.

Also as outlined in the existing policy the task of removing the snow is at the

discretion of either the Operations & Facilities Division Manager or the Transportation Superintendent. As a result, it is understood that snow removal services will take place prior to the Christmas parade event regardless of the size of the snow banks.

4.03 The Overpass and Underpass

All snow, to the guardrail on the east side of the Overpass on Colonization Road East will be removed, as warranted, at the discretion of the Manager of Operations and Facilities or Transportation Superintendent.

All snow in the underpass on Portage Avenue from Third Street East to Fifth Street East will be removed from concrete retaining wall to concrete retaining wall, as warranted, at the discretion of the Manager of Operations and Facilities or Transportation Superintendent.

4.04 Municipal Parking Lots

The Operations and Facilities Division is responsible for the removal of snow on the following parking lots:

- A) Municipal Lot on Portage Avenue
- B) Municipal Lot on Veteran Avenue
- C) Municipal Lot on Scott Street
- D) Civic Centre
- E) Arena
- F) Municipal Parking Lot behind St. Mary's Church

TOWN OF FORT FRANCES

BY-LAW NO. 181

Respecting removing snow on sidewalks

The Municipal Council of the Corporation of the Town of Fort Frances in the District of Rainy River enacts as follows:

1. Every occupant and in case there is no occupant, the owner of every house, shop, building lot or parcel of land, and every person having care of any church, chapel or other public building fronting or abutting on any street where the sidewalks are planked or paved shall by ten o'clock in the morning after every fall of snow, or fall of hail or rain, which shall freeze on the sidewalks or after a fall of snow from off any building cause same to be removed entirely off the sidewalk opposite each house, shop, church, chapel, building lot or parcel of land.
2. In case the snow and ice have not been removed from the sidewalks as hereinbefore provided opposite to and adjoining any vacant or other property by ten o'clock in the morning the said Corporation or other persons appointed by them for that purpose may forthwith thereafter cause such snow and ice to be removed at the expense of the owner or occupant in case of such default and in every such case he shall keep an account of all expense so incurred and of the properties in respect of which such moneys have been expended and shall make a return to the Treasurer immediately after the first day of April in each year of all expenses incurred as aforesaid during the preceding winter with the number on the last revised Assessment Roll of each property in respect of such expense so incurred and the names, owners and occupants thereof, as appearing on the said roll and in case of non-payment thereof to the said treasurer on or before the first day of May following the said expense shall be charged as a special assessment against each of the said properties respectively and shall be levied and collected in the same manner as other municipal taxes.
3. Every occupant and in case there is no occupant the owner of every house, shop or building and every person having the charge or care of any church, chapel or other public building fronting or abutting on or erected so near any public street, thoroughfare, sidewalk or pavement that the snow or ice thereon may or is likely to fall upon the street, shall whenever snow or ice shall accumulate on the roof of eaves of his house or building as aforesaid to an extent that shall be dangerous to persons passing, cause the same to be forthwith removed therefrom and every person while removing the same shall take due and proper care and precaution for the warning and safety of persons passing.
4. Any person convicted of a breach of any of the provisions of this by-law shall forfeit and pay at the discretion of the convicting Magistrate a penalty not exceeding (exclusive of costs) the sum of Fifty Dollars for each offence and in default of payment of the said penalty and costs forthwith the said penalty and costs or costs only may be levied by distress and sale of the goods and chattels of the offender and in case of there being no distress found out of which such penalty and costs or costs only can be levied the convicting Magistrate may commit the offender to the Common Gaol of the District of Rainy River at Fort Frances with or without hard labour for any period not exceeding twenty-one days unless the said penalty and costs (if any) including the costs of the said distress and of the committal and conveyance of the said offender to the said gaol are sooner paid.

Passed in open Council this twenty-fourth day of November 1909.

(W. H. Elliott-signed)
Clerk

(H. Williams-signed)
Mayor

December 6, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request from Police Service Board RE Staffing at the Point Park

Over the last few years the number of incidents or theft or vandalism occurring at the Point Park seem to be increasing. Over the past few years, when brought forward to the OPP their presence in the park increases and the incidents decrease.

Since approximately 2003 the office at the point has been closed and payment for rental of camping spots is on a honor system with a deposit box. This system works reasonably well for the camper parking spots but collecting for the tenting spots is always a challenge. Over the years since the office has closed, the building has been utilized by the summer programs and minimal maintenance has been completed to the building to maintain the condition.

To open this office again would require some work and expense immediately as well as ongoing investment in years to come. Immediately there would have to be a desk system reinstated in the building as the previous system was removed a number of years ago. Further there would need to be a cash register, point of sale terminal, phone and internet supplied to the site. The cost to this would be approximately \$1800.00. Ongoing, the building would require new windows and doors as well as the roof to be replaced over the coming two to three seasons to maintain the integrity and security of the building.

In addition to the capital cost to get the office back up and running there would be an operating cost to staff the site. There would need to be two additional student labourers hired and dedicated to this site to provide seven day a week coverage and prior to closure in 2003, the hours of operation were 8am to 9pm. For 2018 the staff costs alone would be \$27,942.80 for labour and benefits. Additionally, there would be an increase in electricity and communication costs going forward around \$1500.00 and point of sale costs of \$550.00. This would be a net increase in the operating budget for the Point Park of \$29,992.80. As of today, the forecasted revenue for 2018 in the Point Park is \$15,000 where the total operating cost is forecasted to be \$23,304.26.

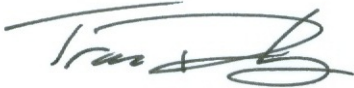
In addition to the operating and capital expenditures to staff this office, there is the Health and Safety risk if the police service board is looking to have these students police who is paying for camping, vandalising facilities, partying or using drugs. This is not something that we would ask our students to do, nor do we have our students engage in this at any of our other facilities. All we would ask these individuals to do would be to call the OPP which would not likely result in a reduced call volume to the park.

Some things that compound this issue is that DSSAB has been providing persons with funds to purchase tenting supplies and recommending they use this park as a residence in the summer months. In these cases, they are using the tenting area and facilities most times without paying, however are transient in nature so it is difficult to track them down to secure payment. This summer this also happened with a trailer, in this case DSSAB paid the Town directly for the spot rental, however this is not the intended purpose of those spaces.

There are members of the Parks and Cemeteries Crew that are out at the point every day currently to cut grass, check and clean washrooms and garbage, as well as collect fees from the office drop box. There have been no instances of issues mentioned in the report from the police service board being witnessed when our crews have been on site. Therefore, the question is would staffing the office until 9pm be sufficient to limit these acts, and it is unlikely that it would. Further given the nature of the activities of concern by the Police Service Board and to ensure the health and safety of workers it is unlikely that having staff on site would reduce OPP responses to the park.

It is the recommendation of administration that the Point Park Office not be reopened and staffed through the summer months to monitor the activities of vandalism, drug and alcohol use in the park.

Respectfully Submitted

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

Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of Administration that the Point Park Office not be reopened for the summer months to monitor activities of vandalism, drug and alcohol use in the park.

Manager of Operations and Facilities

December 6, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request to Utilize the Point Park for a Training Exercise

A request was received from the 116th Independent Field Battery of the Royal Canadian Artillery to utilize the Point Park for a winter training exercise in January of 2018, see attached. The 116th Independent Field Battery wants to setup tents and spend 2 nights tenting and practicing winter survival and other drills as part of their ongoing training program on January 26 through 28th, 2018. Further they want to utilize this event as a recruitment and public information mechanism and will be setting up a display providing information to residents on what they do and what sort of equipment they use.

They will bring all materials needed to be self sufficient during the exercise, however they have asked to utilize the office building to setup their display and public information. In addition to this they have asked to have power for this event for lighting in the office building.

In order for the military to utilize privately owned property for the purposes of an exercise, they must enter into a land use agreement for the duration of the exercise. Attached to this report you will find copies of the request from Major Jon Baker, a map of the exercise area and a breakdown

It is the recommendation of Administration that

1. the use of the Point Park be granted for the purpose of a training exercise by the 116th Independent Field Battery January 26 to January 28, 2018,
2. that the office building be made available for a public display and information including power.
3. That the Mayor and Clerk be authorized to enter into a land use agreement for the purposes of this exercise on behalf of the corporation.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will ensure that:

1. the use of the Point Park be granted for the purpose of a training exercise by the 116th Independent Field Battery January 26 to January 28, 2018,
2. that the office building be made available for a public display and information including power.
3. That the Mayor and Clerk be authorized to enter into a land use agreement for the purposes of this exercise on behalf of the corporation.

Manager of Operations and Facilities

Travis Rob

From: Jon.Baker@forces.gc.ca
Sent: Thursday, November 30, 2017 3:03 PM
To: Travis Rob
Cc: ROBIN.EVERETT@forces.gc.ca; Jonathan.Cober@forces.gc.ca; William.Huculak@forces.gc.ca
Subject: Exercise FROSTY GUNNER (26-28 Jan 2018)
Attachments: Maps - Ex FROSTY GUNNER (116 Bty).pptx; Land Agreement - Ex FROSTY GUNNER (116 Bty) - Town of Fort Frances.doc; Non DND Land Request - Ex FROSTY GUNNER (116 Bty).docx

Good day Mr. Rob,

As requested during our phone conversation, below and attached is some information about our proposed training exercise.

Name of Training Event. Exercise FROSTY GUNNER

Dates. 26-28 January 2018

Location. Point Part, Fort Frances

Participants. Army reservists from 116 Independent Field Battery (Royal Canadian Artillery) in Kenora, Ontario.

Intent. Establish a bivouac in an urban park in Fort Frances to conduct winter training (tent routine, navigation, improvised shelters), practice convoy drills, and attract potential new recruits through static and dynamic public displays.

Scheme of Manoeuvre. Deploy to Point Park on 26 Jan (recruiting event #1), conduct winter training on 27 Jan (recruiting event #2), practice convoy drills during redeployment to Kenora on 28 Jan.

Main Effort. Safe conduct of blended training while also maximizing opportunities for community relations and recruiting.

End State. Mandated winter refresher training is completed and the unit profile is enhanced in Fort Frances.

We expect to arrive in at the park around 1200 hrs on 26 Jan and depart no later than 1200 hrs on 28 Jan. We'll spend two nights sleeping in our military tents in the park.

We come completely self-sufficient, but will contract portable toilets from the local area for the weekend, both for our use and use by anyone from the public who comes to observe our training.

Although we will come prepared to operate completely austere for the weekend, if it is possible to arrange for use of the camp's main office and to have the power turned on, our recruiting representative may set up a table inside to meet with members of the public in a slightly more comfortable climate. Day use only – no one would be permitted to sleep in there.

Our recruiting display will include some of the weapons we typically train with (e.g. service rifle, mortar tube), but there will be no ammunition brought on this exercise and the weapons will remain in the care our personnel 24/7.

As part of our winter survival training, we would like to have our soldiers build some small fires near our bivouac site. We intend to apply for a fire permit through your fire chief and will provide all of the fire starting materials ourselves. As part of the same training, our soldiers will construct improvised shelters (e.g. quinzees), but will not cut any of the trees in the park in the process.

We have contacted MNR separately about doing snowshoe marches on Rainy Lake close to Point Park wherever ice thickness permits.

I hope this gives you enough information to begin discussions with the applicable town officials. In the coming days/weeks, there will be a properties officer from the Dept of National Defence who will officially contact about a land use agreement for this exercise. In the meantime, you can contact Warrant Officer Robin Everett (carbon copied) if you have any questions.

Respectfully,

Major Jon Baker

Deputy Commanding Officer, Queens Own Cameron Highlanders of Canada (Brigade Troops)
Canadian Armed Forces
jon.baker@forces.gc.ca / Tel: 204-833-2500 ext TBC / CSN: 257-XXXX / Cell: 204-295-2281

Commandant adjoint, Queen's Own Cameron Highlanders of Canada (Troupes de brigade)
Forces armées canadiennes
jon.baker@forces.gc.ca / Tél. : 204-833-2500 ext TBC / RCCC : 257-XXXX / Tél. cell. : 204-295-2281



116th Independent Field Battery
 Royal Canadian Artillery
 116 Artillery Way
 Kenora, Ontario P9N 4G2

4500-1 (Ops WO)

Nov 2017

USE OF NON DND PROPERTIES REQUEST
EX FROSTY GUNNER – 26-28 JANUARY 2018

1. Unit Requesting: 38 Artillery Tactical Group
2. Location of Training: Point Park, Fort Frances, Ontario.

Cardinal Points	Decimal Latitude/Longitude or UTM	MGRS (include Grid Zone and Band designators)
Biv Site	Decimal 48.61769, -93.35913 N48° 37"0617', W093° 21"5477'	15U VP 73532 85020
Vehicle Park	Decimal 48.61795, -93.35823 N48° 37"0770', W093° 21"4941'	15U VP 73598 85048
NE Corner trg area	Decimal 48.62050, -93.35116 N48° 37"2303', W093° 21"0694'	15U VP 74121 85330
SE Corner trg area	Decimal 48.61144, -93.35512 N48° 36"6865', W093° 21"3074'	15U VP 73824 84324
SW Corner trg area	Decimal 48.61563, -93.36617 N48° 36"9376', W093° 21"9702'	15U VP 73012 84793
NW Corner trg area	Decimal 48.62046, -93.36406 N48° 37"2279', W093° 21"8436'	15U VP 73170 85330

3. POC Exercise: WO R.J. Everett

4. Exercise Name: Ex FROSTY GUNNER (116 BTY)

5. Type of Training/Activities to be Conducted:

- Tent routine;
- Navigation;
- Improvised shelters;
- Improvised fires; and
- Recruiting display

6. Number of Personnel: 20 Pers

7. Type/Number of Vehicles/Equipment:

Type	Number
Blue Fleet	2
MILCOTS	3
MSVS	1
3k Generator (portable)	1
5K Generator (portable)	1

8. Environmental: POL usage

Activity	Location	Risk reduction method
Vehicle Fueling	Parking Area 15U VP 73598 85048	Vehicle drip pans & POL Equipment
Generator fueling	POL Point 15U VP 73572 85035	Spill Mat & Equipment
Stove fueling	POL Point 15U VP 73572 85035	Spill Mat & Equipment

9. Ammunition being used: Nil

10. Waste Plan:

- a. Pers waste/greywater capture and disposal plan:
Portable toilets to be rented in location. Grey water to be deposited in designated jerry cans and disposed of post-ex at the Kenora Armoury.
- b. Garbage capture and disposal plan:
Garbage to be collected and moved to Kenora Armoury for dumpster disposal via integral assets.
- c. POL spill/clean-up plan:
Contaminated soil to be removed, bagged, and disposed of through 17 Wing Hazmat.

11. Property Owner POC #1. Point Park

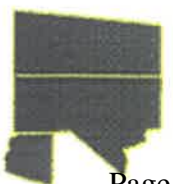
- a. Name: Travis Rob
- b. Position: Operations & Facilities Manager
- c. Department/Organization: Town of Fort Frances
- d. Address: 320 Portage Avenue, Fort Frances, ON, P9A 3P9
- e. Telephone: 807-274-9893
- f. E-Mail: trob@fortfrances.ca

12. Property Owner POC #2. Rainy Lake (Crown Land – Ontario Ministry of Natural Resources)

- a. Name: Sydney Chalifoux
- b. Position: Lands and Water Technical Specialist
- c. Department/Organization: OMNRF
- d. Address: 922 Scott St, Fort Frances, ON, P9A 1J4
- e. Telephone: 807-274-8606
- f. E-Mail: sydney.chalifoux@ontario.ca



Regional Map





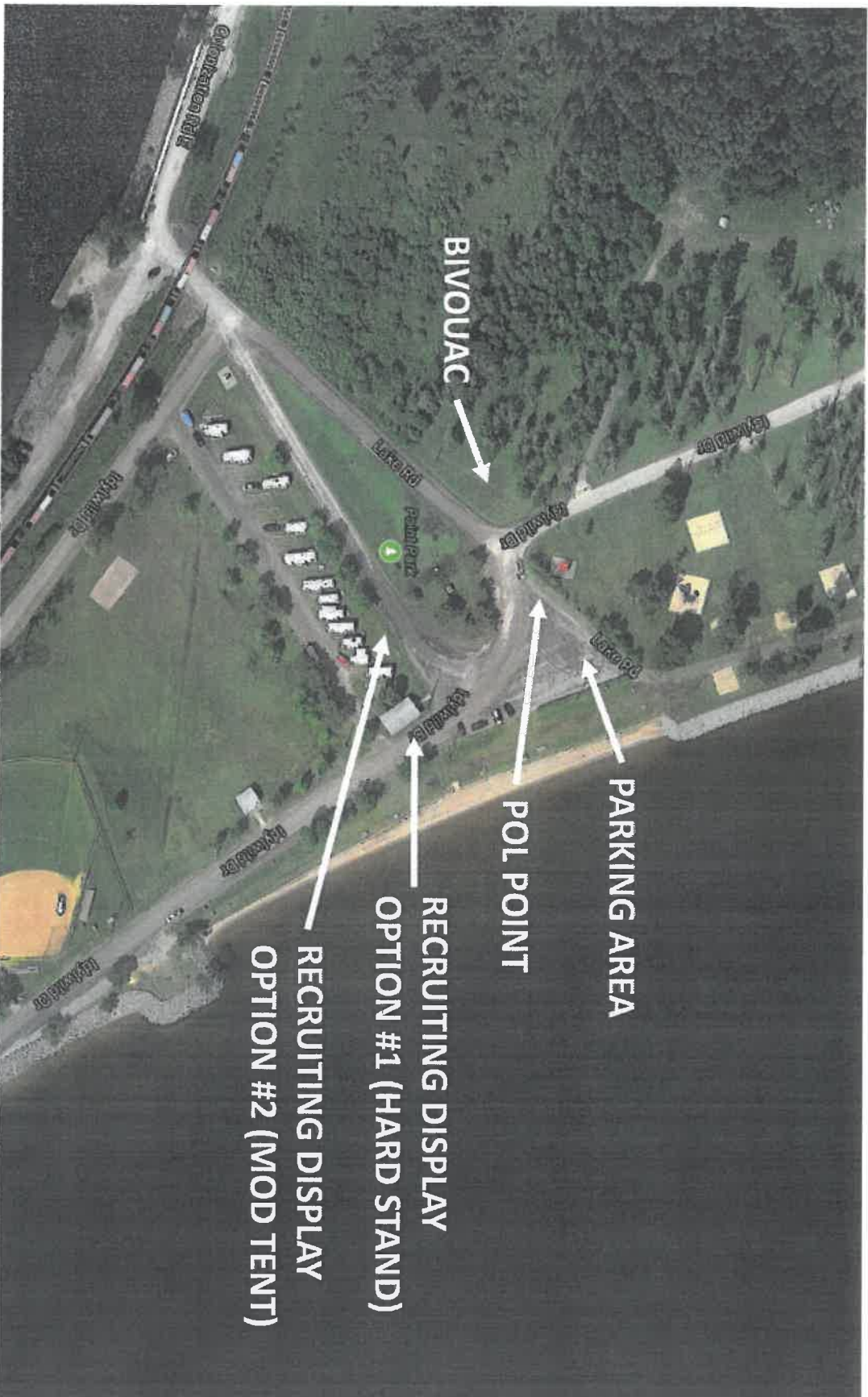
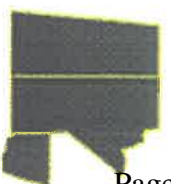
Training Area



UNCLASSIFIED



Bivouac Site



December 4, 2017

Report To: Mayor & Council

From: Travis Rob, Manager of Operations & Facilities

SUBJECT: November 2017 Drinking Water Systems Monthly Summary Report

Please find attached the November 2017 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the November 2017 report as presented.

Respectfully submitted,
Operations & Facilities Division

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

Council approval of this report will accept the November 2017 report prior to it being made available to the general public.

c.c. – Doug Herr, Environmental & Facilities Supt.
Randy White, Senior WTP Operator

03CouncilwaterreportMarch 2015

November, 2017

**Monthly Summary Report
Water Systems**

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

Dated: December 01, 2017

1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of November 2017 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works No. 849N7DGE0 (Precedes Airport Groundwater Well Water Works No. 26002736). This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act.

A NEW drinking water system at the Airport was put into service August 01, 2017. The system is classified as a Small Drinking Water System, System No. 849N7DGE0 which falls under the requirements of Ontario Regulation 319/08 – Small Drinking Water Systems. The old drinking water system, Airport Groundwater Well Water Works # 26002736 has been decommissioned.

2) **Flow Data:**

Water Treatment Plant: See attached spreadsheet.

Airport Groundwater Well – Raw water flow data: **30.1 m3 as of October 31, 2017.**

3) **Microbiological (Health Related) Water Analysis - Main Water System No. 220000978:**

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

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

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

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

Water distribution samples taken at the following locations:

- | | | | |
|------------------------|-----------------------|----------------------|--------------|
| 1. 1150 Portage Ave. | 2. 901 Wright Ave. | 3. 810 King's Hwy. | 4. W. Tower |
| 5. 740 Scott St. | 6. 1036 Victoria Ave. | 7. 901 Wright Ave. | 8. W. Tower |
| 9. 1104 Church St. | 10. 1111 First St. E. | 11. 800 Fifth St. W. | 12. W. Tower |
| 13. 1036 Victoria Ave. | 14. 122 Scott St. | 15. 810 King's Hwy. | 16. W. Tower |

4) Microbiological (Health Related) Water Analysis - Airport Groundwater Well No. 849N7DGE0:

New drinking water system put on line August 01, 2017. No treatment required as the Airport groundwater tested negative for bacteria.

The Airport drinking water system is to be sampled and tested for bacteria once every three (3) months in accordance with Section 25 – Microbiological Sampling and Testing of the Small Drinking Water Systems Regulation, O. Reg. 319/08.

Water distribution sample taken October 18, 2017 – no adverse results.

5) Free Available Chlorine Residual (FAC) - Main Water System No. 220000978:

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

6) Free Available Chlorine Residual (FAC) - Airport Groundwater Well System No. 849N7DGE0:

New drinking water system put on line August 01, 2017. No treatment required as the Airport groundwater well tested negative for bacteria.

7) Maintenance Activities at the WTP:

Nov. 02nd - cleaned top and bottom tanks on the poly unit.
- cleaned all four (4) check valves on the poly unit.

Nov. 07th - worked on Soda Ash dust collector motors.

Nov. 10th - installed new soda ash blower motor.
- cleaned soda ash line.

Nov. 14th - repaired on Filter No. 1 Turbidity Meter.

Nov. 15th - repaired Filter No. 1 Turbidity Meter.

Nov. 16th - calibrated the Distribution Chlorine Analyzer.

Nov. 20th - calibrated the Distribution Chlorine Analyzer.

Nov. 27th - Wajax on site completing a load test on the standby generator.

Nov. 29th - topped up fuel tank for standby generator.

Nov. 30th - cleaned top and bottom tanks on the poly unit.
- cleaned all four (4) check valves on the poly unit.

8) **Water Complaints:**

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

9) **Other Miscellaneous Information:**

Nov. 02th - took weekly routine micro samples.

Nov. 08th - took DSWP samples at the plant and water tower.

Nov. 14th - took weekly routine micro samples.

Nov. 15th - took groundwater well samples at the Landfill Site.

Nov. 20th - to micro samples at Sunny Cove Camp.
- took micro samples at 1201 Idylwild Dr. (La Place Rendezvous) - 1st set.

Nov. 21st - took micro samples at 1201 Idylwild Dr. (La Place Rendezvous) – 2nd set.

Nov. 22nd - took weekly routine micro samples.
- QMS Meeting.

Nov. 23rd - received a load of Liquid Alum.

Nov. 27th - took weekly routine micro samples.

Nov. 28th - water main break repair - in front of 540 Webster Ave. - micro samples -
1st set.

Nov. 29th - water main break repair - in front of 540 Webster Ave. - micro samples -
2nd set.

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

- Randy White, ORO, Senior WTP Operator: _____
- Doug Herr, Environmental & Facilities Supt.: _____
- Travis Rob, Manager of Operations & Facilities: _____
- Doug Brown, CAO: _____
- Paul Ryan, Chair O& F Exec Committee: _____
- Roy Avis, Mayor: _____
- June Caul, Councillor: _____
- John Albanese, Councillor: _____
- Wendy Brunetta, Councillor: _____
- Doug Kitowski, Councillor: _____
- Ken Perry, Councillor: _____

Note: Once all signatures have been obtained, the report will be distributed and made available to the public. If you have any questions, please feel free to contact myself or Randy White, Senior WTP Operator at 274-2325.

Monthly Report November 2017

Town of Fort Frances - Water treatment Plant - Water Works # 220000978
Monitoring Record
November 2017

Operating Data	Units	*MAC	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Total	Average
		or Range																																
Flow rates																																		
Raw Water	10^3 M^3	17	5.43	5.70	5.58	5.59	5.72	5.63	5.55	5.52	5.55	5.43	5.61	5.51	5.48	5.57	5.27	5.54	5.46	5.57	5.37	5.37	5.42	5.31	5.34	5.17	5.35	5.29	4.93	5.08	4.91	4.76	162.01	5.40
Peak Instantaneous - Raw Water	L/s	n/a	65.16	65.20	65.22	65.09	65.04	65.99	64.98	64.88	64.88	64.76	64.75	64.31	64.36	64.21	63.54	63.50	63.59	63.45	63.40	63.63	63.58	63.58	63.49	64.47	60.46	60.45	60.51	60.52	58.23	55.58	1900.81	63.36
Treated Water	10^3 M^3	17	3.71	3.26	3.35	3.38	3.35	3.32	3.51	3.43	3.13	3.56	3.52	3.66	4.00	3.74	3.18	3.04	3.51	3.38	3.49	3.38	3.29	3.50	3.24	3.33	3.72	3.40	3.41	3.23	3.60	3.23	102.85	3.43
Peak Instantaneous - Treated Water	L/s	n/a	79.92	81.80	79.97	82.52	79.48	80.14	85.97	83.67	99.12	80.85	80.59	81.58	80.44	80.31	78.89	80.65	78.15	82.61	79.85	81.26	81.66	63.34	64.09	65.24	72.25	62.47	63.21	62.85	68.17	63.52	2304.57	76.82
BackWash Water	10^3 M^3	n/a	0.265	0.249	0.278	0.264	0.250	0.278	0.267	0.251	0.278	0.268	0.249			0.280	0.246	0.249	0.278		0.275	0.267	0.248	0.279	0.266		0.249	0.279	0.267	0.250	0.278	0.267	6.875	0.264
Fluoride Information																																		
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.56	0.57	0.57	0.56	0.56	0.57	0.57	0.57	0.56	0.56	0.57	0.55	0.56	0.56	0.56	0.56	0.57	0.55	0.57	0.56	0.56	0.57	0.57	0.55	0.60	0.59	0.55	0.55	0.56	0.55	16.91	0.56
Turbidity Information																																		
Raw Water	NTU	n/a	1.65	1.73	1.69	1.64	1.49	1.53	1.60	1.62	1.58	1.56	1.62	1.67	1.71	1.75	1.56	1.63	1.39	1.37	1.41	1.43	1.64	1.58	1.63	1.65	1.61	1.54	1.56	1.48	1.39	1.43	47.14	1.57
Settled Water	NTU	n/a	0.11	0.12	0.10	0.11	0.10	0.11	0.12	0.11	0.13	0.13	0.14	0.13	0.11	0.13	0.12	0.14	0.14	0.14	0.12	0.13	0.14	0.11	0.14	0.12	0.14	0.13	0.15	0.16	0.15	0.16	3.84	0.13
Treated Water	NTU	1	0.04	0.06	0.05	0.06	0.06	0.06	0.05	0.05	0.06	0.07	0.07	0.05	0.04	0.05	0.06	0.05	0.04	0.09	0.09	0.07	0.08	0.07	0.08	0.09	0.11	0.10	0.10	0.10	0.08	0.08	2.06	0.07
Other Operating Parameters																																		
pH - Treated Water	no units	6.5 to 8.5	7.16	7.25	7.32	7.36	7.36	7.28	7.19	7.31	7.29	7.27	7.25	7.27	7.30	7.28	7.34	7.08	6.97	7.00	7.20	7.19	7.28	7.30	7.29	7.33	7.30	7.31	7.46	7.45	7.54	7.51	218.44	7.28
pH - Settled water	no units	n/a	6.45	6.44	6.36	6.31	6.34	6.38	6.31	6.25	6.30	6.38	6.32	6.36	6.42	6.33	6.37	6.30	6.36	6.45	6.41	6.30	6.27	6.33	6.43	6.40	6.45	6.40	6.29	6.33	6.22	6.28	190.54	6.35
pH - Raw Water	no units	n/a	7.02	7.06	7.11	7.09	7.06	7.03	6.90	6.99	7.01	7.13	7.01	7.03	7.01	7.04	7.06	7.05	7.03	7.10	7.11	7.07	7.05	7.04	7.04	7.11	7.01	7.09	7.16	7.15	7.14	7.11	211.81	7.06
FAC - Treated Water	mg/l	0.2 to 4	2.44	2.36	2.26	2.22	2.16	2.22	2.20	2.17	2.15	2.22	2.30	2.19	2.17	2.20	2.16	2.38	2.60	2.48	2.42	2.24	2.20	2.19	2.00	2.01	2.00	1.95	1.97	1.80	1.85	1.89	65.40	2.18
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.66	2.58	2.42	2.40	2.32	2.48	2.38	2.42	2.50	2.48	2.54	2.48	2.38	2.48	2.40	2.56	2.78	2.68	2.64	2.58	2.40	2.44	2.32	2.20	2.22	2.19	2.20	2.13	2.09	2.18	72.53	2.42
Temperature	C	15	7.0	7.0	7.0	6.0	6.0	6.0	5.0	5.0	4.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	107.0	3.6	
Fluoride used (Total Daily Consumption)	kg	n/a	24.0	26.0	24.0	25.0	25.0	24.0	24.0	23.0	23.0	23.0	22.0	22.0	21.0	22.0	20.0	21.0	20.0	25.0	25.0	24.0	24.0	23.0	24.0	22.0	23.0	22.0	20.0	21.0	19.0	18.0	679.0	22.6
Chlorine used (Total Daily Consumption)	kg	n/a	22.0	26.0	25.0	25.0	25.0	26.0	24.0	25.0	24.0	25.0	25.0	24.0	25.0	25.0	23.0	25.0	25.0	22.0	22.0	22.0	22.0	21.0	21.0	19.0	18.0	19.0	18.0	17.0	17.0	17.0	674.0	22.5
Soda ash (Total Daily Consumption)	kg	n/a	190.1	199.5	195.3	195.7	200.2	197.1	194.3	193.2	194.3	190.1	196.4	192.9	191.8	195.0	184.5	193.9	191.1	195.0	188.0	188.0	189.7	185.9	186.9	181.0	187.3	185.2	172.6	177.8	171.9	166.6	5670.4	189.0
Soda Ash - Dosage	mg/l	n/a	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	1050.0	35.0
Alum residual - (Total Daily Consumption)	kg	n/a	190.1	199.5	195.3	195.7	200.2	197.1	194.3	193.2	194.3	190.1	196.4	192.9	191.8	195.0	184.5	193.9	191.1	195.0	188.0	188.0	189.7	185.9	186.9	181.0	187.3	185.2	172.6	177.8	171.9	166.6	5670.4	189.0
Alum residual - Dosage	mg/l	n/a	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	35.0	1050.0	35.0
Alum residual - Treated Water	mg/l	0.1	0.02	0.02	0.02	0.04	0.02	0.02	0.03	0.03	0.03	0.03	0.04	0.04	0.03	0.01	0.06	0.04	0.04	0.01	0.01	0.04	0.03	0.02	0.03	0.01	0.05	0.05	0.05	0.04	0.06	0.05	0.97	0.03
Poly bags added (25 kg bags)	kg		0.5			0.5			0.5									0.5					0.5							0.5			75.0	

Flow Data November	2015		2016		2017	
	Day of the Month		Day of the Month		Day of the Month	
Total Raw Water		159390		165660		162010
Raw Maximum Day	Sunday 01st	5780	Friday 12th	5820	Sunday 05th	5720
Raw Minimum Day	Monday 23rd	4850	Wednesday 17th	5340	Thursday 30th	4760
Raw Average Daily Consumption		5310		5520		5400
Total Treated Water		102560		96940		102850
Treated Water Maximum Day Consumption	Monday 16th	3860	Friday 26th	3520	Monday 13th	4000
Treated Water Minimum Day Consumption	Saturday 14th	3010	Friday 19th	2900	Thursday 16th	3040
Treated Water Average Day Consumption		3420		3230		3430
Daily Average Per Household Consumption Rate		0.904		0.854		0.907
* Daily Average Per Person Consumption Rate		0.428		0.404		0.430
Monthly Averages - Operating Parameters WTP:						
FAC Residual - Treated Water		2.02		2.24		2.18
Total Chlorine Residual - Treated Water		2.23		2.49		2.42
Aluminum Sulphate - Raw Water		35.4		35.0		35.0
Aluminum Sulphate - Treated Water Residual		0.04		0.03		0.03
Fluoride - Treated Water		0.57		0.57		0.56
Soda Ash - Raw Water		35.0		35.0		35.0
PH - Adjusted		7.24		7.18		7.28
Temperature		7.0		6.7		3.6
Quantity of Chemical Used:						
Aluminum Sulphate		5641.6		5798.1		5670.4
Polyelectrolyte		75.0		75.0		75.0
Chlorine Gas		589		711		674
Soda Ash - Used for PH Adjustment		5578.7		5798.1		5670.4
Fluoride		463		545		545

* The Canadian Average is 450 Litres (0.45 m³) per day.

* Population is 7986

* Number of Households is 3783

December 6, 2017

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request From the Fort Frances Legion Branch 29 – RE Cross Walk at Church Street and Veteran Avenue

At the September 25, 2017 Meeting of Council a request was received from the Fort Frances Legion Branch 29 regarding the cross walk at Church Street and Veteran Avenue. The matter was referred to the Operations and Facilities Executive Committee with input from the Traffic Safety Committee.

Per the Ontario Traffic Manual Book this style of crossing is labelled a pedestrian crossover where the pedestrian carries the right of way. Additional signage is required as well as additional pavement markings compared to a standard cross walk. The crosswalk across Kings Highway at McDonalds is also a pedestrian crossover, however due to the higher traffic volume and additional lanes, amber signals are required. For the Church Street installation, all of the signage is installed per the OTM guidelines with additional signage overhead. The current on road markings are slightly lagging compared to the standard and will be improved to bring the crossover into compliance with the standard next summer.

Please see attached report from the M. Strachan, secretary of the Traffic Safety Committee outlining their recommendation.

One of the major issues with this crossover is the visibility of the pedestrians to the drivers due to the existence of parked vehicles in the near vicinity of the crossover. Based on the above information, Administration recommends that the pavement markings be updated to meet the Ontario Traffic Manual in summer of 2018 and that no other action be taken.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will ensure that the pavement markings are brought into conformance with the Ontario Traffic Manual in the summer of 2018 and that no other action is taken.

Manager of Operations and Facilities

Report To: Travis Rob, Manager Operations and Facilities Manager

From: Milt Strachan, Transportation Superintendent

Re: Crosswalk Between the Municipal Parking Lot and the Fort Frances
Legion Branch 29

The Traffic Safety Committee had a meeting on November 9, 2017 to discuss the complaint forwarded to Mayor and Council in regards to the crosswalk between the Municipal Parking Lot at Veterans Avenue and Church Street and the Fort Frances Legion Branch 29.

Mr. Wiedenhoeft and myself both went to the location of the crosswalk on our own at different times and tried crossing. Mr. Wiedenhoeft crossed 4 times, with traffic approaching and on two of these the vehicles stopped and let him cross before proceeding. The other two times the approaching vehicles just kept going and drove around him. Rick went into the Legion and discussed with some of the patrons and they informed him that they had some close calls at the crossing.

I tried the crossing 4 times as well. The first time was no problem, the vehicle stopped until I was across the street. The second time the approaching vehicle just kept going and drove around me. The next two times I waited for the vehicle to go by and crossed safely.

Mr. Wiedenhoeft and I both agree that repainting the crosswalk symbols and stop bars will help drivers recognize it as a crossing and that the light above should be repaired so that it is lit at night.

In my own opinion I would like to add that the pedestrians using the crossing from the Legion seem to think that it is a controlled crossing. Most drivers don't seem to recognize it as a controlled crossing.

The amount of traffic on this street doesn't demonstrate to me that it can't be a crossing that is used safely by the simple stop, look and listen rule and that allowing traffic to pass before crossing is the logical way to use it. If it is expected to be a controlled crossing than there has to be something to stop traffic.

Sincerely,

Milt Strachan
Transportation Superintendent

Table 13: Components of Level 2 Type D Pedestrian Crossover

Required Components	Desirable Components	Optional Components
<ul style="list-style-type: none"> Side-mounted pedestrian crossover signs, showing a symbol of a person crossing on a road (Ra-5R and Ra-5L), together with their Stop for Pedestrians (Ra-4t) tabs, on both sides of an undivided roadway, mounted back to back (For one-way applications, Stop for Pedestrians tab is only required for the direction of travel) Side-mounted pedestrian crossover signs, showing a symbol of a person crossing on a road (Ra-5R and Ra-5L) for each direction, on the right side and on the median of a four lane roadways with raised refuge, mounted back to back with a Stop for Pedestrians (Ra-4t) tab in the direction of travel Ladder Crosswalk Markings Yield to Pedestrians line markings at 6.0 m from crosswalk Advanced Pedestrian Crossover Ahead sign (Wc-27R/Wc-27L) at 50.0 m upstream of the crosswalk Stopping prohibition for a minimum of 15 m on each approach to the crossing, and 10 m following the crossing Lane change prohibition on multi-lane approaches using solid white lines (not applicable for exiting legs of roundabouts) No Passing Here to Crossing sign (Ra-10) 30 m upstream of the crosswalk 	<ul style="list-style-type: none"> Raised refuge islands and Centre Medians with mandatory: <ul style="list-style-type: none"> Pavement markings on approaches to obstructions Keep Right sign (Rb-25, Rb-125) Object Marker Sign (Wa-33L) Stopping prohibition for a minimum of 30 m on each approach to the crossing, and 15 m following the crossing Passing restrictions on single lane approaches using solid yellow centreline Barricades for pedestrian crossovers for four lane roadways with raised median refuge Staggered design for crossings with raised refuge island 	<ul style="list-style-type: none"> School Crossing Guard Textured Crosswalk Markings Raised Crosswalk Safety elements including Barricades, Pedestrian Fencing, Gates, Walls, Bollards, and Barriers for applications without raised refuge

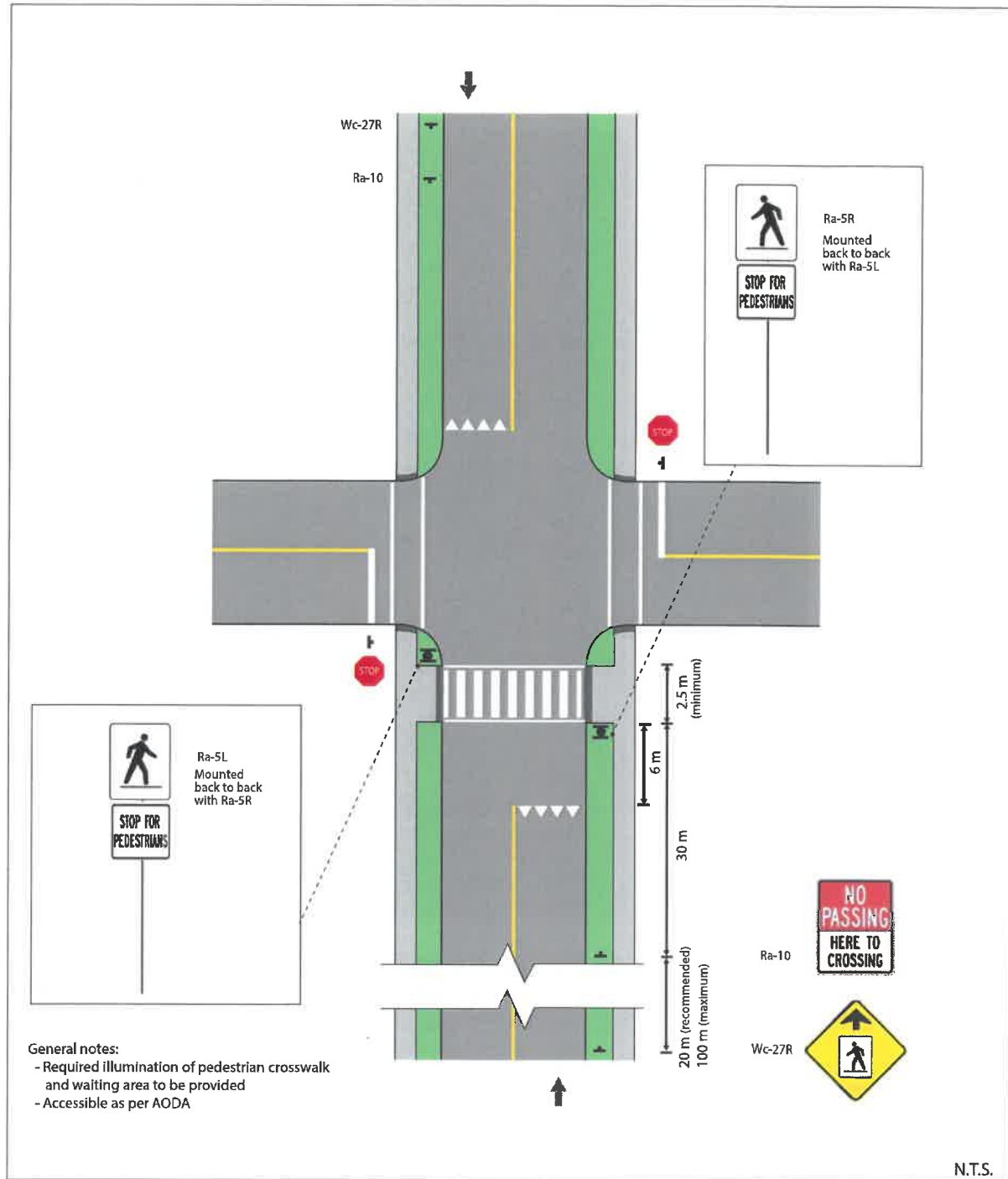


Figure 44: Pedestrian Crossover Level 2 Type D – Intersection (2-way)

Aircraft Landings 2017
As of December 4, 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	87	88	82	389	309	365	8	4	1	8	9	28	50	37	37	33	32	34	54	59	77	240	229	259	11
June	82	76	80	324	273	322	10	0	11	16	30	36	38	38	31	87	77	74	63	52	96	296	273	328	23
1/2 Total	482	453	464	1980	1563	1855	29	13	26	49	68	130	252	221	224	141	119	122	296	291	346	1249	1165	1312	84
July	70	72	81	224	221	297	3	2	8	26	48	40	52	51	35	76	66	83	54	47	77	281	286	324	-5
August	82	84	79	292	256	297	4	6	4	27	42	39	46	66	31	80	71	73	50	53	87	289	322	313	-33
September	79	78	76	267	277	328	7	1	0	14	15	17	40	40	36	42	45	44	39	51	76	221	230	249	-9
3/4 Total	713	687	700	2763	2317	2777	43	22	38	116	173	226	390	378	326	339	301	322	439	442	586	2040	2003	2198	37
October	72	85	83	255	357	309	6	2	4	16	10	20	44	41	47	18	18	9	42	47	51	198	203	214	-5
November	71	72	68	281	328	260	0	3	0	2	20	9	28	28	30	0	7	1	40	38	38	141	168	146	-27
December		64	68		231	200		0	0		0	4		29	31		0	2		29	34	0	122	139	-122
Total	856	908	919	3299	3233	3546	49	27	42	134	203	259	462	476	434	357	326	334	521	556	709	2379	2496	2697	-117

Fort Frances Airport- Page 2/2 - Fuel Sales - As of December 4, 2017

Fuel Sales Recap - 2017									2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	9 year	Variance 2017-
Month	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	per	per	Average	2016
	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	month	month	2015 to 2007	per month
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	18,147
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	599
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	8,473
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	4,510
May	3,044	28,492	18,318	65,678	0	200	21,362	94,370	24,681	16,161	29,753	18,350	21,891	19,790	25,375	24,033	30,287	47,258	26,824	-3,319
June	6,882	35,374	20,498	86,176	0	200	27,380	121,750	26,015	45,698	30,789	22,786	23,537	25,723	27,768	22,395	35,995	40,736	28,416	1,365
July	4,236	39,610	20,406	106,582	0	200	24,642	146,392	29,002	28,150	14,441	19,232	32,650	19,124	30,455	24,925	33,390	44,875	27,566	-4,360
August	5,171	44,781	17,858	124,440	0	200	23,029	169,421	21,119	36,638	20,450	20,075	30,783	21,467	33,139	28,250	40,177	41,630	28,566	1,910
September	2,215	46,996	11,274	135,714	0	200	13,489	182,910	21,325	24,238	21,837	18,005	19,431	22,511	23,363	18,937	28,822	30,341	22,730	-7,836
October	814	47,810	15,790	151,504	0	200	16,604	199,514	30,655	8,216	15,472	13,109	11,325	13,677	15,033	21,304	16,631	28,020	18,358	-14,051
November	214	48,024	9,710	161,214	0	200	9,924	209,438	22,349	11,616	7,238	6,398	8,170	6,785	17,747	10,754	16,951	16,842	12,582	-12,425
December		48,024		161,214		200	0	209,438	13,797	7,592	6,849	2,028	8,179	2,446	7,641	7,596	13,083	14,733	8,484	-13,797
Total	48,024		161,214		200		209,438		230,222	229,246	189,561	149,926	190,716	158,202	237,638	207,606	316,297	341,078	224,583	-20,784
							Jan to Nov		216,425	221,654	182,712	147,898	182,537	155,756	229,997	200,010	303,214	326,345	216,099	6,987

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

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

STAFFING:

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

OVERTIME HOURS - Equivalent Straight Time Hours

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

WATER DISTRIBUTION:

Water Main Breaks:

- Number of water main breaks: One (1)
- In front of 440 Nelson St.

Hydrant Repairs:

- Number of hydrant repairs: One (1)
- In front of 611 Victoria Ave. (HYD185)

Hydrant Replacements:

- Number of hydrant replacements: One (1)
- In front of 800 Sixth St. E. (HYD252)

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of water main valve repairs: One (1)
- Erin Cresc. at Kaitlyn Dr. (E. Valve - VAL578)

Main Valve Replacements:

- Number of water main valve replacements: None

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water service repairs: Two (2)
- 515 Nelson St. and 1201 Idylwild Dr.

Water Service Installations (NEW):

- Number of water service installations: One (1)
- 650 Sixth St. W.

Water Service Replacements:

- Number of water service replacements: None

Water Service Terminations:

- Number of water service terminations: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Eight (8)
 - 237 Fifth St. E., 920 Armit Ave., 235 Scott St., 650 Sixth St. W., 812 Nelson St.
 - 1028 Scott St. (2) and 1271 Idylwild Dr.

Frozen Water Services:

- Number of frozen water services: None

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: Two (2)
 - 650 Sixth St. W. and 235 Scott St.

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: Two (2)
 - 650 Sixth St. W. and 235 Scott St.

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: Twelve (12)
 - 650 Sixth St. W., 353 Church St., 922 Scott St. (3), 283 Church St., 333 Church St., 310 Nelson St.
 - 520 Eighth St. E. (2), 235 Scott St. and 310 Nelson St.

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- Worked in conjunction with Bay City Contracting to disinfect and test water quality after replacing the fire hydrants in front of 800 Sixth St. E. and 1004 Second St. E.
- September, 2017 - completed the valve turning program (Area 1) and hydrant valve exercising.
- Completed a connection inspection of the water services at 820 Huffman Ct. and 1702 Colonization Rd. W.
- Completed locates (as required) of the Town's infrastructure for various Contractors/Utility Companies.
- Recorded locations of curb stops at various locations.
- Commenced winterizing fire hydrants

WATER TREATMENT PLANT:

- September, 2017 - In receipt of the Water Treatment Plant Monthly Report

SEWERAGE COLLECTION:

Wastewater Main Backups:

- Number of wastewater main backup: None

Wastewater Main Repairs:

- Number of wastewater main repairs: None

Sewer Manhole Repairs:

- Number of sewer manhole repairs: None

Sewer Service Repairs:

- Number of sewer service repairs: Two (2)
 - 752 Riverview Dr. and 1718 Lyndy Pl. N.

Sewer Service Breaks:

- Number of sewer service breaks: None

Sewer Service Installations (NEW):

- Number of sewer service installations: None

Sewer Service Replacements:

- Number of sewer service replacements: None

Other Information:

- Cleaned Seventeen (17) plugged sewer services at the following locations:
 - 752 Riverview Dr., 1232 Emo Rd., 929 Third St. E., 924 Frenette Ave., 440 Nelson St., 615 Crowe Ave.
 - 904 Third St. E., 613 Third St. W. and 710 Scott St.
 - 301 Kirsti Pl., 710 Scott St., 564 Church St., 509 Victoria Ave. 1104 Second St. E. and 1131 Second St. E.
- CCTV inspected various building sewer services; 1702 Colonization Rd. W. and 360 Scott St.
- Traced sanitary sewer services
- September 25 -27, 2017 - G. Wiedenheoft and J. Bruyere attended the following course in Red Gut (Band Office) put on by Keewaytinook Centre of Excellence, Dryden - Math for Water and Wastewater Operators.
- Completed locates (as required) of the Town's infrastructure for various Contractors/Utility Companies.
- Completed a connection inspection of the water services at 820 Huffman Ct. and 1702 Colonization Rd. W.
- Recorded locations of cleanouts at various locations.

WASTE-WATER TREATMENT FACILITY:

- September, 2017 - In receipt of the Wastewater Treatment Facility Monthly Report
- September 6 & 7, 2017 - B. Webb & P. Lemesurier attended the following courses in Kenora put on by WCWC. Best Practices for Small Systems and Water Treatment & Troubleshooting Techniques.
- September 25 -27, 2017 - R. White attended the following course in Red Gut (Band Office) put on by Keewaytinook Centre of Excellence, Dryden - Math for Water and Wastewater Operators.

WASTE MANAGEMENT:

Garbage Collection:

- Number of complaints regarding garbage collection:
 - Town - 0 complaint, Asselin's - 7 complaints

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning properly during the period.

- Amount of residential waste delivered to the landfill:
 - 220,150 kgs (220.15 tonnes)
- Amount of ICI waste delivered to the landfill:
 - 406,930 kgs (406.93 tonnes)

- September 16, 2017 - Household Hazardous Waste Day held by Miller Environmental.

Recycling:

- Number of complaints regarding recycled materials:
 - Town - 0 complaints, Asselin's - 0 complaints
- Amount of recycled waste diverted from the landfill:
 - Emterra: August - 52.73 tonnes & September 29.02 tonnes

Prepared By: _____

Environmental & Facilities Superintendent

Date: _____