

TOWN OF FORT FRANCES

Operations and Facilities Executive Committee

AGENDA - February 7, 2018, 8:30 AM

MEETING - Civic Centre

Session #001

	Page
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>	
3.1 Minutes from the previous meeting on December 6, 2017	3 - 4
4. <u>Non-agenda Items</u>	
5. <u>Items Referred from Council</u>	
5.1 Letter from Mr. Anthony J. Coen re: 360 Scott Street Storm Sewer Issues	5 - 7
6. <u>New Business</u>	
6.1 2017 Update to the Town GIS Imagery	8 - 9
6.2 December 2017 Drinking Water Systems Monthly Summary Report	10 - 17
6.3 Review of Sidewalk Snow Removal By-Law	18 - 23
6.4 Tbaytel Public Wi-Fi Signage - Rainy Lake Square	24 - 26
6.5 Request from EDAC to Review Sewer and Water Infrastructure Installation Costs	27 - 29
6.6 Airport Property - Land Lease Private Aircraft Hangers	30 - 33
7. <u>Information</u>	
7.1 Fort Frances Wastewater Treatment Facility November 2017 Monthly Report	34 - 41
7.2 Fort Frances Wastewater Treatment Facility December 2017 Monthly Report	42 - 50
7.3 Operations and Facilities Division - Environmental Area - Operations Statistics - October 2017	51 - 53
7.4 Operations and Facilities Division - Environmental Area - Operations	54 - 57

	Page
Statistics - November 2017	
7.5 Operations and Facilities Division - Environmental Area - Operations Statistics - December 2017	58 - 60
7.6 Operations and Facilities Division - Public Works Area - Operations Statistics - September 2017	61 - 64
7.7 Operations and Facilities Division - Public Works Area - Operations Statistics - October 2017	65 - 69
7.8 Aircraft Landings 2017 - updated January 16, 2018	70 - 71
7.9 Sewer and Water Data for 2017 - updated January 2018	72
7.10 2017 Tonnage at Landfill Site - updated December 15, 2017	73
7.11 Rainy Lake Market Square Committee Minutes - February 8, 2017	74
8. <u>Adjourn / Next Meeting Date</u>	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #017

December 6, 2017

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on December 6, 2017 from 8:30 a.m. to 10:19 a.m.

PRESENT: Paul Ryan, Chairperson, Ken Perry, June Caul, Doug Brown, CAO (8:30 a.m. to 10:10 a.m.) and Travis Rob

ALSO PRESENT: Mayor Roy Avis (8:30 a.m. to 10:10 a.m.), Milt Strachan, Ms. C. Macintosh, Richard Boileau and Linda Plumride from 8:30 a.m. to 9:40 a.m.

1. Call to Order

1.1 The meeting was called to order at 8:32 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 meeting of this Committee on November 22, 2017- the minutes were accepted as distributed.

4. Non-agenda Items

4.1 None

5. Items Referred from Council

5.1 Letter Regarding Snow Removal on Scott Street - a lengthy discussion was held on snow removal and cooperation between the BIA and Town going forward. Matter to be deferred to allow for further review.

6. New Business

6.1 Request from Police Services Board Re: Staffing at the Point Park - the administration report was approved as recommended.

- 6.2 Request to Utilize the Point Park for a Training Exercise - the administration report was approved as recommended.
- 6.3 November 2017 Drinking Water Systems Monthly Summary Report - the November Drinking Water Report was approved as presented.
- 6.4 Request from the Fort Frances Legion Branch 29 - Re Crosswalk at Church Street and Veteran Avenue - the administration report was approved as recommended.

7. Information

- 7.1 Aircraft Statistics - the statistics were reviewed and will be forwarded to Council as information only. No action required.
- 7.2 Operations and Facilities Division - Environmental Area - Operations Statistics - September 2017 - the Environmental Statistics for September 2017 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 10:19 a.m.

Executive Committee Chair

T. Rob, Manager of Operations & Facilities

February 7, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Letter from Mr. Anthony J. Coen RE 360 Scott Street Storm Sewer Issues

The building at 360 Scott Street, known as the Bargain! Shop has been plagued with reoccurring issues with the roof drain backing up into the store every spring. Over the last number of years, the property owner has had the Town complete closed-circuit television inspections of the storm sewer connection to the property to identify the issue. At each inspection the Town representatives find the same issue and suggest to the property owner or agent the same remedy. It should also be noted that the only time that the Town is aware that the line backs up, is during spring freshet when the snow from the roof of the building is melting.

The storm sewer connection to this building takes water from the roof and carries this water under the roadway into the storm sewer main located under the south side of Scott Street. Due to the nature of this main, it is quite shallow in this area and well within the frost penetration depth. The pipe is in good condition, as is the main, and to date there have been no other reports of issues in any of the other buildings tied into this storm main. The storm sewer lateral from the building does show a dip in the line just before the connection to the main and as a result water will pond in this area.

The issue with this installation is that there is no heat trace line contained within the lateral. The lateral is approximately 13m in length under the roadway and within the frost. The mid season melts that occur typically periodically through the winter will contribute a small amount of water into the service each time, which will freeze prior to reaching the main and after a few of these occurrences, will cause the pipe to freeze solid. This type of storm connection is not uncommon throughout town, all are shallow and numerous connections have heat trace lines. At every instance when the Town has completed an inspection of the line, the suggestion is always given to get a heat trace line installed in this lateral to prevent freezing. Should the Town excavate this line to repair the dip within the line just before the main, the issue will still persist as the line will still be susceptible to freezing, it is long, and no heat trace is provided.

In Mr. Cohen's email he mentions debris in the line which after reviewing the video is correct, however the debris is just silty material likely washed off the roof over a number of years and settling into the pipe. There is no gravel or rock within the pipe which would indicate an issue with the integrity of the system.

Regarding the Salvation Army issue, which Mr. Cohen brings up in his letter, at that time the building was under renovations. In speaking with Mr. Tyson Dennis, Chief Building Official, the issue that caused the flooding in that building was internal. During the renovations the heat trace line for that building was removed and was never reinstated, the roof drain froze, causing the flooding. The heat trace was reconnected, and the issue was resolved.

Given the above information, Administration recommends that the owner of 360 Scott Street install a heat trace line within their storm sewer connection from the building to the main to prevent the line from freezing and protecting the property from flooding during periods of melting. Alternatively, a secondary discharge line could be installed within the building to overflow the system into the alley

where there is additional storm sewer infrastructure. Both of these options would be completed at the property owners cost.

Respectfully Submitted

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

Travis Rob, P.Eng

Council approval of this report will ensure that Operations and Facilities Division direct the Bargain! Shop to install a heat trace line within the roof drain and service to prevent the storm sewer service from freezing or alternatively installing an overflow line to the rear of the building at the property owners cost.

Manager of Operations and Facilities

2018Feb 360 Scott Street Storm Sewer Issue

From: Anthony Cohen (Gulf & Pacific) [<mailto:ACohen@gpequities.com>]
Sent: December-18-17 12:01 PM
To: Roy Avis <ravis@fortfrances.ca>
Cc: 'lakracer@yahoo.ca' <lakracer@yahoo.ca>; 53060@redapplestores.com; Travis Rob <trob@fortfrances.ca>
Subject: 360 Scott Street Fort Frances
Importance: High

Your Worship Mayor Avis,

For the last several years we have had a flooding problem at 360 Scott Street in Fort Frances. We have had different plumbers and tradesmen look at the problem. Both plumbers that we have used have identified the problem as being a Town of Fort Frances problem. The cause of the flooding is where the sewer line from the property meets the main Town of Fort Frances sewer line. There is a dip that causes water to back up according to 2 different plumbers. Also, significantly, the Manager of The Bargain! Shop informed me that when The Bargain! Shop was flooded, The Salvation Army across the street was flooded too at the same time. I was told to run a heat trace down the pipe of 360 Scott Street. I tried numerous times and never was able to get anyone to do it. I authorized the Town to run one if they could get someone to do it. I also authorized a camera to be run down the line and 2 cameras were run down the line. They show, according to the plumber that there is a problem underneath Scott Street where the Town sewer line meets our sewer line. I was told that the camera showed debris in the pipes (which would have backed into our sewer line from the Town sewer line). Both plumbers told The Bargain! Shop Manager and myself that the problem lies with the Town sewer line underneath Scott Street and that it is the Town's responsibility to fix.

I am totally frustrated because for the last several years I am trying to get this fixed and when I found out through the camera photos that the problem is with the Town's sewer pipe I am told by the Town that "it is my problem". I would ask you to please rectify this serious problem because there are a number of businesses that are suffering flooding because of this problem. I really appreciate you looking into this. Thank you.

Best regards,
Anthony j. Cohen

February 7, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: 2017 Update to the Towns GIS Imagery

In 2007 the Town engaged Atlas Geomatics to undertake a fly over of the Town to take high resolution aerial imagery that would be georeferenced for use with it's GIS platform. At that time, it was envisioned that that exercise would be completed once every ten years as the cost to undertake that work was extensive. 2017 was the ten-year mark since our last fly over, and the Town was luck enough to have that fall in line with a large-scale project being completed by the Ministry of Natural Resources and Forestry.

The Town was given the opportunity to purchase 1km square imagery tiles with a minimum fee of \$1000.00. The minimum fee would allow us to purchase 189 square km of imagery with additional imagery available at an increased cost per square km. The 189 tiles were sufficient to cover the entire footprint of the town including the municipally owned islands and all the way out to Sunny Cove Camp, all of which was previously unavailable in our old image.

This new imagery provides an updated look at the Town including newer additions such as Boston Pizza, the new Robert Moore School and Huffman Court. The new imagery does, however, have some limitations when it comes to sharing the data to outside agencies. In the past the Town has provided its imagery to outside contractors working for the Town at no cost. This new imagery, due to the partnership with MNRF, can not be given out for free until March 31, 2020. Until that time there is a minimum fee of \$50 per square kilometer payable to MNRF as outlined in the Participant Agreement brought through Council on October 9, 2017.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report is not required as it is for information only.

Manager of Operations and Facilities

February 2, 2018.

Report To: Travis Rob, O&F Manager

From: Trish Law, GIS Expert

SUBJECT: 2017 Orthophoto Imagery for the Town of Fort Frances Now Available

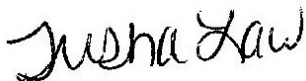
This is to announce that the orthophoto imagery from MNRF North-West Orthophotography Project (NWOOP2017) has been received, processed and is now available for use to anyone with access the Town's GIS system.

The NWOOP2017 imagery is in full colour, taken in May of 2017 and covers a larger area than the last aerial photo taken in April of 2007 by Atlis Geomatics. With the new imagery, all development within the Town since 2007 can be seen, as well as areas surrounding the Town (such as Alberton Township near the landfill site and the municipal airport in Miscalp Campbell Township), the full extent of Couchiching First Nations to the islands East of Town, and Watten Township to Windy Point to encompass Sunny Cove.

The NWOOP2017 imagery cost the Corporation \$1000, whereas the 2007 Atlis imagery was \$54,500, both plus applicable taxes. The MNRF through Land Information Ontario acquires new aerial photography approximately every five years, with the next possible date for this area being 2022. The Town will be contacted with the next acquisition date once it is confirmed and will be invited to participate in the acquisition should we wish to.

As the imagery is a licensed product, it is for in-house use only. If the new imagery is to be distributed to any outside organization, regardless if they are working directly for the Town of Fort Frances or not, the existing Town of Fort Frances Geospatial Data Share Agreement will require amending to include clauses from the Ontario Geospatial Data Share Agreement set forth under the NWOOP2017 Participant Agreement and would require a minimum fee of \$50 per square kilometer tile. As the Town received 189 1km by 1km square tiles, the minimum charge would be \$9450 (plus applicable taxes) for the use of the data, and this fee would need to be forwarded to the MNRF. The data cannot be freely distributed as we have done in the past. The licensing agreement with the MNR is valid from signing date to March 31, 2020, after which the Town would be free to charge and license the new imagery under the fees set for by the Town of Fort Frances User Fee By-Law and the current Geospatial Data Share Agreement.

Respectively Submitted,



Trisha Law, MGIS
GIS Expert

January 15, 2018

Report To: Mayor & Council

From: Travis Rob, Manager of Operations & Facilities

SUBJECT: December 2017 Drinking Water Systems Monthly Summary Report

Please find attached the December 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 December 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 December 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

December, 2017

**Monthly Summary Report
Water Systems**

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

Dated: January 05, 2018

1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of December 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: 42.8 m3 as of January 02, 2018. (6.7 m3 used in December).

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. 740 Scott St. | 2. 1036 Victoria Ave. | 3. 901 Wright Ave. | 4. W. Tower |
| 5. 1111 First St. E. | 6. 1104 Church St. | 7. 810 King's Hwy. | 8. W. Tower |
| 9. 740 Scott St. | 10. 1036 Victoria Ave. | 11. 901 Wright Ave. | 12. W. Tower |
| 13. 1111 First St. E. | 14. 1104 Church St. | 15. 523 First St. E. | 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:

Dec. 01st - cleaned top and bottom tanks on the poly unit.
- cleaned all four (4) check valves on the poly unit.

Dec. 05th - cleaned the troughs in Clarifier No. 1.

Dec. 08th - worked on Filter No. 1 influent valve.

Dec. 09th - calibrated the Distribution Chlorine Analyzer.

Dec. 13th - greased clarifier chains, gears and bearings.

Dec. 14th - worked on Filter No. 1 influent valve.

Dec. 22nd - greased clarifier chains, gears and bearings.

Dec. 27th - calibrated the Distribution Chlorine Analyzer.

Dec. 28th - cleaned top and bottom tanks on the poly unit.
- cleaned all four (4) check valves on the poly unit.
- worked on cleaning the ply lines.

Dec. 29th - worked on cleaning the ply lines.

8) **Water Complaints:**

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

9) **Other Miscellaneous Information:**

Dec. 04th - took weekly routine micro samples.

Dec. 08th - took grab samples off the filters.

Dec. 11th - took weekly routine micro samples.
- took quarterly samples from the plant and water tower.
- took total suspended solid (T.S.S.) samples off Filter No. 4.

Dec. 12th - Electrical Safety Authority (ESA) completed a hydro inspection at the plant.

Dec. 18th - took weekly routine micro samples.

Dec. 20th - ran standby generator for an hour.

Dec. 27th - took weekly routine micro samples.
- took grab samples off the filters.

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
December 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	31	Total	Average	
		or Range																																		
Flow rates																																				
Raw Water	10^3 M^3	17	4.76	4.75	4.79	4.88	5.35	5.17	5.38	5.14	4.91	5.83	5.19	5.37	5.39	5.29	5.25	5.37	5.33	5.01	5.25	5.20	5.22	5.04	5.37	5.23	5.24	5.09	5.32	5.05	5.28	5.34	5.01	160.80	5.19	
Peak Instantaneous - Raw Water	L/s	n/a	55.83	55.87	56.00	56.11	63.43	63.18	61.63	61.71	61.71	61.63	61.62	63.09	63.03	63.01	61.27	61.29	61.30	61.32	61.28	61.25	61.26	61.09	61.04	61.07	61.16	61.02	61.04	61.22	61.13	61.19	61.19	1887.97	60.90	
Treated Water	10^3 M^3	17	3.16	3.50	3.10	3.40	3.47	3.16	3.80	2.85	3.08	3.73	3.12	3.40	3.44	3.18	3.45	3.53	3.21	3.47	3.47	3.43	3.26	3.43	3.65	3.59	3.53	3.10	3.75	3.57	3.76	3.77	3.61	105.97	3.42	
Peak Instantaneous - Treated Water	L/s	n/a	63.21	63.64	63.23	62.57	68.60	62.64	63.32	62.90	63.22	61.83	60.60	63.08	63.08	63.99	63.70	63.07	62.07	62.30	64.25	63.87	63.26	63.93	63.21	64.46	62.47	60.42	63.62	63.58	62.92	62.72	62.83	1958.59	63.18	
BackWash Water	10^3 M^3	n/a	0.248	0.276			0.267		0.250	0.279	0.268			0.281	0.268	0.249	0.280	0.267	0.244	0.279	0.267	0.245	0.280	0.278	0.265		0.248			0.281	0.231		0.247	5.798	0.264	
Fluoride Information																																				
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.55	0.56	0.56	0.55	0.58	0.55	0.55	0.54	0.56	0.56	0.56	0.55	0.55	0.56	0.51	0.55	0.54	0.55	0.54	0.55	0.55	0.55	0.57	0.55	0.56	0.56	0.56	0.55	0.56	0.56	0.56	17.15	0.55	
Turbidity Information																																				
Raw Water	NTU	n/a	1.47	1.13	1.07	0.98	1.01	0.93	0.98	0.98	1.00	0.99	1.01	1.03	1.05	0.97	0.99	0.91	0.95	0.93	0.94	0.93	0.99	0.98	0.95	1.00	0.99	0.96	0.94	0.92	0.89	0.86	0.87	30.60	0.99	
Settled Water	NTU	n/a	0.14	0.15	0.15	0.14	0.15	0.16	0.16	0.14	0.12	0.11	0.13	0.14	0.16	0.17	0.14	0.14	0.14	0.16	0.15	0.16	0.17	0.16	0.16	0.17	0.16	0.14	0.12	0.12	0.11	0.10	0.10	4.42	0.14	
Treated Water	NTU	1	0.07	0.06	0.06	0.05	0.06	0.06	0.05	0.06	0.06	0.06	0.06	0.05	0.05	0.05	0.09	0.11	0.09	0.08	0.08	0.07	0.07	0.06	0.07	0.07	0.07	0.06	0.06	0.06	0.06	0.06	0.06	2.02	0.07	
Other Operating Parameters																																				
pH - Treated Water	no units	6.5 to 8.5	7.51	7.45	7.42	7.51	7.22	7.42	7.32	7.29	7.36	7.30	7.25	7.20	7.21	7.23	7.21	7.25	7.21	7.20	7.22	7.25	7.23	7.28	7.20	7.18	7.25	7.29	7.19	7.24	7.27	7.26	7.29	225.71	7.28	
pH - Settled water	no units	n/a	6.24	6.21	6.16	6.23	6.35	6.32	6.26	6.24	6.31	6.33	6.32	6.28	6.27	6.30	6.37	6.42	6.40	6.38	6.24	6.30	6.33	6.38	6.24	6.23	6.24	6.31	6.26	6.29	6.34	6.28	6.26	195.09	6.29	
pH - Raw Water	no units	n/a	7.32	7.22	7.11	7.09	7.33	7.09	7.12	7.09	7.07	7.11	7.14	7.02	7.01	7.10	7.07	7.10	7.17	7.14	7.17	7.18	7.14	7.07	7.11	7.11	7.09	7.11	7.16	7.10	7.10	7.04	220.69	7.12		
FAC - Treated Water	mg/l	0.2 to 4	2.04	2.17	2.15	2.24	2.40	2.42	2.34	2.32	2.25	2.26	2.28	2.36	2.46	2.34	2.31	2.39	2.30	2.32	2.26	2.30	2.30	2.32	2.36	2.26	2.30	2.30	2.32	2.28	2.30	2.30	2.32	71.27	2.30	
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.22	2.30	2.24	2.36	2.58	2.52	2.48	2.38	2.36	2.54	2.46	2.52	2.62	2.58	2.56	2.50	2.42	2.48	2.36	2.46	2.52	2.48	2.46	2.46	2.42	2.46	2.50	2.46	2.46	2.44	2.50	76.10	2.45	
Temperature	C	15	2.0	3.0	3.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	1.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	63.0	2.0	
Fluoride used (Total Daily Consumption)	kg	n/a	18.0	18.0	18.0	18.0	20.0	20.0	20.0	21.0	21.0	26.0	22.0	24.0	23.0	23.0	22.0	23.0	22.0	21.0	21.0	20.0	20.0	20.0	22.0	23.0	22.0	22.0	23.0	21.0	23.0	22.0	20.0	659.0	21.3	
Chlorine used (Total Daily Consumption)	kg	n/a	17.0	17.0	17.0	17.0	22.0	18.0	21.0	20.0	19.0	22.0	20.0	22.0	21.0	20.0	20.0	21.0	21.0	19.0	20.0	20.0	20.0	19.0	21.0	20.0	20.0	19.0	21.0	20.0	21.0	21.0	20.0	616.0	19.9	
Soda ash (Total Daily Consumption)	kg	n/a	166.6	166.3	167.7	170.8	187.3	181.0	188.3	179.9	171.9	204.1	181.7	188.0	188.7	185.2	183.8	188.0	186.6	175.4	183.8	182.0	182.7	176.4	188.0	183.1	183.4	178.2	186.2	176.8	184.8	186.9	175.4	5628.0	181.5	
Soda Ash - Dosage	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	35.0	35.0	35.0	1085.0	35.0	
Alum residual - (Total Daily Consumption)	kg	n/a	166.6	166.3	167.7	170.8	187.3	181.0	188.3	179.9	171.9	204.1	181.7	188.0	188.7	185.2	183.8	188.0	186.6	175.4	183.8	182.0	182.7	176.4	188.0	183.1	183.4	178.2	186.2	176.8	184.8	186.9	175.4	5628.0	181.5	
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	35.0	1085.0	35.0	
Alum residual - Treated Water	mg/l	0.1	0.05	0.09	0.08	0.09	0.07	0.05	0.03	0.03	0.06	0.04	0.02	0.05	0.03	0.03	0.02	0.02	0.07	0.06	0.03	0.04	0.04	0.05	0.05	0.05	0.03	0.03	0.04	0.05	0.05	0.04	0.02	0.02	1.38	0.04
Poly bags added (25 kg bags)	kg		0.5				0.5							0.5								0.5			0.5				0.5					75.0		

Flow Data	DECEMBER	Units	2015		2016		2017	
			Day of the Month		Day of the Month		Day of the Month	
Total Raw Water	m ³			159580		170510		160800
Raw Maximum Day	m ³	Saturday 12th	5380	Monday 05th	5750	Sunday 10th	5830	
Raw Minimum Day	m ³	Monday 14th	4890	Thursday 22nd	5090	Saturday 02nd	4750	
Raw Average Daily Consumption	m ³		5150		5510		5190	
Total Treated Water	m ³		107110		108030		105970	
Treated Water Maximim Day Consumption	m ³	Sunday 20th	3760	Saturday 24th	3840	Thursday 07th	3800	
Treated Water Minimim Day Consumption	m ³	Saturday 12th	3150	Tuesday 06th	2970	Friday 08th	2850	
Treated Water Average Day Consumption	m ³		3460		3480		3420	
Daily Average Per Household Consumption Rate	m ³		0.91		0.92		0.90	
* Daily Average Per Person Consumption Rate	m ³		0.43		0.44		0.43	
Monthly Averages - Operating Parameters WTP:								
FAC Residual - Treated Water	mg/L		2.09		2.16		2.30	
Total Chlorine Residual - Treated Water	mg/L		2.29		2.40		2.45	
Aluminum Sulphate - Raw Water	mg/L		35.0		35.0		35.0	
Aluminum Sulphate - Treated Water Residual	mg/L		0.04		0.04		0.04	
Fluoride - Treated Water	mg/L		0.58		0.55		0.55	
Soda Ash - Raw Water	mg/L		35.0		35.0		35.0	
PH - Adjusted	mg/L		7.27		7.25		7.28	
Temperature	C		3.3		2.7		2.0	
Quantity of Chemical Used:	kg							
Aluminum Sulphate	kg		5585.3		5973.1		5628.0	
Polyelectrolyte	kg		75.00		87.5		75.0	
Chlorine Gas	kg		616		574		616	
Soda Ash - Used for PH Adjustment	kg		5585.3		5973.1		5628.0	
Fluoride	kg		474		574.0		659.0	

- * The Canadian Average is 450 Litres (0.45 m³) per day.
- * Population is 7986
- * Number of Households is 3783

February 7, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Review of Sidewalk Snow Removal By-Law

Background

The Town of Fort Frances has a by-law in place respecting the removal of snow from sidewalks, this by-law is known as by-law 181 and was enacted in 1909. The current by-law outlines the responsibilities of property owners with sidewalks fronting their properties regarding the removal of snow and ice to ensure the safe passage of pedestrians in the winter months. At the November 27, 2017 meeting of Council, a letter regarding snow removal on Scott Street was referred to the Operations and Facilities Executive Committee where a recommendation was brought forward to, in part, review the current snow removal by-law regarding sidewalks, particularly regarding sidewalks in the downtown core.

Legal Requirements

The Town utilizes the provisions of Ontario Regulation 239/02, Minimum Maintenance Standards for Municipal Roadways to outline how we care for our roadways in the winter months as this regulation is very prescriptive in nature for roadways. For Sidewalks O.Reg 239/02 only stipulates requirements for addressing surface discontinuities not snow removal. Currently the Town owns and operates two sidewalk machines for the removal of snow from the sidewalks throughout the Town, and in addition crews manually remove snow from intersections within the downtown core as well as the museum court yard, Civic Centre and Rainy Lake Square. All sidewalks in the downtown core are currently cleared by the property owners whereby the snow is added to the banks left by the graders at the curb line to be collected and removed by Town forces during night operations.

By-Law Review

Operations and Facilities in concert with By-Law Enforcement went out to take a look at other Municipalities and their by-laws respecting the same as well as review the provisions of the current by-law. By-law 181 is still used regularly respecting the sidewalks in the downtown core specifically and is still enforceable, so the intent was not to stray too far from the provisions of this by-law in any new by-law that was created. Most municipalities do not have by-laws respecting the removal of snow from sidewalks so gathering other by-laws was not an easy task, however Kenora did provide us with a copy of their by-law for review and consideration in the reworking of our by-law. Attached to this report is a copy of the draft by-law as well as a copy of the current By-Law 181.

It is the recommendation of Operations and Facilities Executive Committee to:

1. Accept the Draft By-Law to Regulate the Depositing and Removal of Snow and Ice from Privately Owned Property onto Town Owned or Town Maintained Sidewalks and Road Allowances
2. Bring a by-law forward at the next council meeting to repeal By-Law 181 and enact the attached.
3. Apply to the Ministry of the Attorney General for short form wording to simplify the enforcement and levying of fines in respect to this by-law

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will ensure the following:

- 1. Accept the Draft By-Law to Regulate the Depositing and Removal of Snow and Ice from Privately Owned Property onto Town Owned or Town Maintained Sidewalks and Road Allowances**
- 2. Bring a by-law forward at the next council meeting to repeal By-Law 181 and enact the attached.**
- 3. Apply to the Ministry of the Attorney General for short form wording to simplify the enforcement and levying of fines in respect to this by-law**

Manager of Operations and Facilities

2018Feb Sidewalk Snow Removal By-Law2

A By-Law to Regulate the Depositing and Removal of Snow and Ice from Privately Owned Property onto Town Owned or Town Maintained Sidewalks and Road Allowances

WHEREAS the Municipal Act, 2001 S.O 2006, c .32, Sched. A, s. 8. as amended provides that a single-tier municipality may pass by-laws respecting the health, safety and well-being of the inhabitants of the municipality; and

AND WHEREAS the Municipal Act, 2001, as amended, provides that if a municipality has the authority under this or any other *Act* or under a by-law under this or any other *Act* direct or require a person to do a matter or thing, the municipality may also provide that , in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense, and may recover the costs by adding them to the tax roll and collecting them in the same manner as taxes;

AND WHEREAS it is expedient to replace By-Law 181 with this new by-law

NOW THEREFORE the Council of the Corporation of the Town of Fort Frances
HEREBY ENACTS as follows:

1. Short Title

The short title for this by-law is the "The Snow Removal By-Law."

2. Definitions:

2.1 The following terms are defined for the purpose of this by-law:

"By-law Enforcement Officer" means an individual appointed by the Council of the Town pursuant to the Police Services Act, RSO, 1990, c. P. 15, as amended;

"Town" means The Corporation of the Town of Fort Frances;

"Council" means the municipal council of the Town;

"highway" includes a common and public highway, street, avenue, lane, bridge, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof, which is under the jurisdiction of the Town;

"ice" means the solid form of water, produced by freezing;

"owner" means a registered owner, occupant or tenant of a property, or a person who, for the time being or permanently, is managing or receiving the rent from a property, whether on his or her own account or on account of an agent or trustee of any other person, or any one of the aforesaid;

“person” means any individual, owner or operator of vehicle, corporation, partnership, company, association or party and the heirs, executors, administrators or other legal representative of such person to whom the context can apply according to the laws; shall include any group of persons comprising a society or other organization and shall include the plural wherein the context requires;

“Police Officer” means an officer of Ontario Provincial Police;

“sidewalk” means that part of the highway meant for pedestrian use, typically indicated by some sort of concrete or paved walkway;

“snow” includes precipitation in the form of ice crystals and often agglomerated into snowflakes, formed directly from the freezing of the water vapour in the air.

3.0 General Prohibitions:

3.1 No person shall move, or cause to be moved, any snow or ice from privately-owned lands onto municipally owned lands; a boulevard, sidewalk or roadway.

3.2 No Owner of a property fronting a sidewalk shall allow accumulation of snow, hail, water or ice on the sidewalk to remain after 10 o clock the morning following the fall of snow, hail, ice or water.

3.3 No Owner of a property fronting near a street, sidewalk or thoroughfare shall permit snow or ice accumulation to fall upon the street, sidewalk or thoroughfare from any roof, eve, awning, sign or other appurtenance.

3.4 No person shall remove, or cause to be removed, any snow or ice in a manner that would damage a sidewalk, curb or highway.

3.5 No person shall pile, redistribute or otherwise cause the accumulation of any snow or ice to obstruct traffic, the view of traffic, or obstruct in any way the movement of snow clearing equipment under the jurisdiction of the Operations and Facilities Division.

4.0 Exemption:

4.1 Any municipal and/or municipally contracted snow clearing, and snow removal operations are exempt from this by-law.

4.2 Upon written request; the Operations and Facilities Manager or designate may exempt or exempt with conditions any person/s from the requirements of this by-law.

5.0 Enforcement:

5.1 Enforcement of this By-law may commence upon receipt of a signed written complaint or upon receipt of an issue tracking complaint, from any resident who considers him/herself to be aggrieved by any condition not in compliance with this by-law.

5.2 Enforcement of this By-law may commence upon a request from the Ontario Provincial Police or from the Town of Fort Frances Operations and Facilities Manager or designate.

5.3 A By-law Enforcement Officer, Police Officer or Operations and Facilities Manager or designate are responsible for the enforcement and provisions of the By-law and are authorized to enter on any land at any reasonable time for the purposes of carrying out an inspection to determine whether or not this by-law is being complied with.

5.4 Where an owner fails to comply with any provision of this by-law, an Order may be issued to the owner requiring compliance. The Order will give reasonable particulars of the reasons why and will indicate the time for compliance.

5.5 Where an Order has been issued and compliance has not been achieved within the required time period as set out in the Order, the Town may, through its employees or agents or persons acting on its behalf, carry out the Order at the Owners expense, and all expenses incurred may be added to the tax roll and collected from the Owner of the property in the same manner as municipal taxes.

6.0 Repeal

6.1 By-Law No. 181, as amended is hereby repealed

This By-Law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this ____th Day of _____,
2018 ____

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

February 7, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Tbaytel Public Wi-Fi Signage – Rainy Lake Square

Through the public engagement efforts during the design phase of the Rainy Lake Square project it was made very apparent, by the Public, that the availability of public Wi-Fi in the space was a must. During construction the Town reached out to both Shaw and Tbaytel, providers of public Wi-Fi, to see if they would be interested in placing their Wi-Fi in the space. Shaw, at this point, is not setting up any more public Wi-Fi installations but did come and take a look at the space and may in the future set something up in the space. Tbaytel on the other hand did want to provide Wi-Fi in the space and setup two wireless access points in the space to ensure that there would be capacity for upwards of 200 people to be utilizing the network at once. The Wi-Fi is supported on Tbaytel's fiber optic network. All of this was installed within the site at no cost to the Town and will be supported by Tbaytel technicians.

As is typical where Tbaytel hosts free Wi-Fi in public buildings, Tbaytel has requested to advertise their network within the space. They are proposing to install 5 or 6 signs to the light posts around the site. The attached sign sample show that not only is Wi-Fi available, but also notes the tech support number. These signs will be attached to the lighting poles on aluminum brackets powder coated black to match the poles. Tbaytel will be responsible for the care and maintenance of the signs and will complete the installation.

Respectfully Submitted

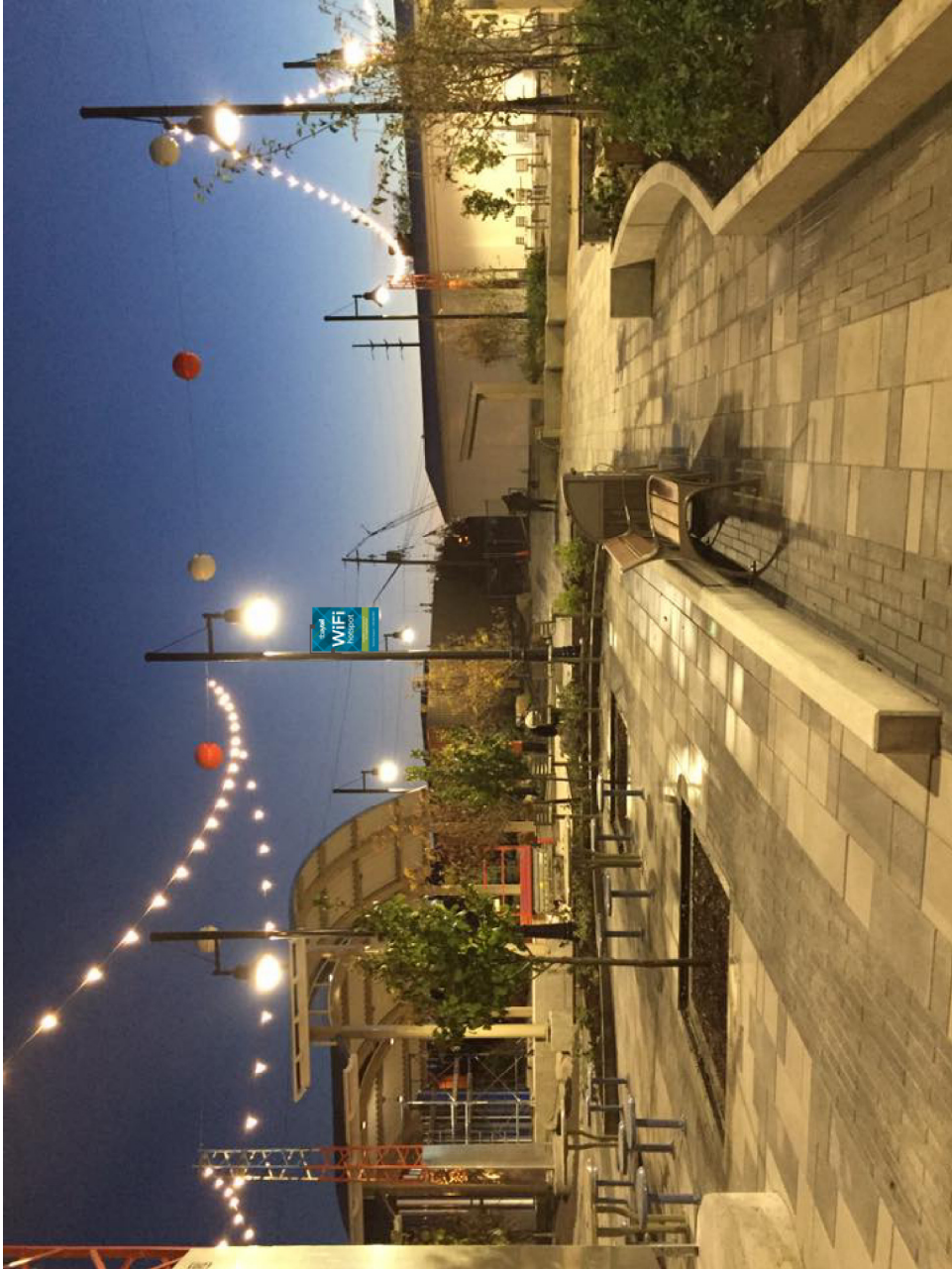


Travis Rob, P.Eng

Council approval of this report is not required as it is considered as information only
--

Manager of Operations and Facilities

2018Feb Tbaytel Wifi RLS Advertising





tbaytel

WiFi hotspot

Available to everyone in
the neighbourhood

Technical Support: 1-800-264-9501

February 7, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Request From EDAC to Review Sewer and Water Infrastructure Installation Costs.

At the December 4, 2017 meeting of the Economic Development Advisory Committee, a recommendation was referred to the Operations and Facilities Executive Committee with input from the Planner to investigate a flat rate for sewer and water service installations for residential properties within the Town of Fort Frances. This request is not a simple one as there are numerous factors that affect the price to install sewer and water into a property. Further the costs outlined within this report are all assuming that there is already sewer and water infrastructure fronting the property in question that has sufficient capacity to accept additional connections.

Primary Factors Affecting servicing:

- Distance from main to property line
- Main depth
- Curb and gutter
- Sidewalk
- Road surface material type and thickness
- Required service size
- Location of other utilities within excavation
- Soil type
- Frost or other unforeseen obstacles

Currently the installation of new services are completed by the Town within the road right of way at a cost plus 10% plus road restoration model. The town does everything in its power to limit the expenses when completing these types of works to the benefit of the property owner. Additionally the Town will include services in a road works tender to help get a preferential rate for these works when notification is given well in advance. Attached to this report is a listing of the private services that have been installed by the Town and the associated costs to complete those works over the last three years.

As can be seen, the costs are widely varying due to the factors listed above. To move away from a cost-plus system would mean that one property owner would be subsidising another to cover the costs of service installations where one is lower than the flat rate and the other is higher. The other factor to consider is the material costs and changes over time. A flat rate system would have to be reviewed annually as the costs of materials change annually and usually more than the inflationary increases seen within our use fee by-law, a good example of this is asphalt costs. This would mean that an annual review of costs would have to be completed and the change to this fee would have to be completed to reflect true costs.

Should council choose to shift to a flat rate model for this type of installation the following should be imposed as limitations on the fee, based on consultation with the Municipal Planner:

1. The lot must be an existing serviced lot
2. The Property must have, or be in the process of having a single detached dwelling being constructed under Building Permit

3. ¾" copper water service and 6" PVC Sanitary service sizes only
4. Only applies to one service per lot
5. Where sewer and water infrastructure is available and suitable to be connected to
6. Only for installations between May 1 and October 15

Given the variable nature in servicing costs throughout town and in an effort to provide servicing in a fair and equitable manner, it is the recommendation of Administration that the fees for service installation remains a cost-plus model.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will ensure that the costs for the installation of sewer and water services remain a cost-plus model.

Manager of Operations and Facilities

Sanitary and Water Service Installation Costs - 2014 to 2017

Location	Month/Year Installed	Sanitary Sewer Installation Cost	Water Service Installation Cost	Sewer & Water Service Installation Cost	Service Depth	Soil Conditions	Utilities Encountered	Remarks
228 Sixth St. E.	November-14			\$8,836.81	1.95m - Water 1.5m - Sewer	Good, Dry	None	No frost. Existing curb/gutter and sidewalk left intact.
1316 Sixth St. E.	August-15		\$4,503.96		2.5m	Good, Dry		Ditches, no curb/gutter or sidewalk
103 Sixth St. E.	May-15			\$11,791.18	2.5m - Water 1.8m - Sewer	Good, Dry	Gas main	Existing curb/gutter left intact.
130 Fifth St. E.	November-17	\$10,773.41			3.2m	Good, Dry	Two gas services	18" Frost Patch cost estimated - \$2,200 Ditches, no curb/gutter or sidewalk
1009 Cornwall Ave. N.	July-17			\$14,818.99	2.1m - Water 2.6m - Sewer	Wet	Two gas mains	Ditches, no curb/gutter or sidewalk

Notes:

Almost every location is different:

1. May have to deal with different infrastructure - i.e.; curb/gutter/driveways, sidewalks, storm sewer, poles, etc.
2. Sanitary sewer and water main are at different depth throughout the Town.
3. The water main is generally on the north and east sides of the road right-of-ways. Properties being service on the north/east sides of the right-of-way will have less water service to install.
4. Residential properties along the highway will have to tend with thicker asphalt. Highway are generally up to 150 mm whereas residential streets are 50 mm.
5. Some locations you will have to deal with other utilities - i.e.: gas, bell, tbaytel, mill effluent line, etc.

February 7, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Airport Property – Land Lease Private Aircraft Hangers

Please find attached the report prepared by Tom Batiuk, Airport Supervisor, outlining the renewal of a private hangar lot lease with Mr. Doug Macdonald. The hangar lot lease agreement is for a 25 year term with the lease rate to be renegotiated every five (5) years. The 2018 Rate for land lease for private hangar is \$1.80 per meter plus HST, Doug Macdonald's lot is 300 m².

It is recommended by the Operations and Facilities Executive Committee that Council renew the hangar lot lease rate with Doug Macdonald at \$1.80 per square meter for the next five (5) years and that the Mayor and Clerk be authorized to execute the updated lease agreement on behalf of the corporation.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will ensure that Council renew the hangar lot lease rate with Doug Macdonald at \$1.80 per square meter for the next five (5) years and that the Mayor and Clerk be authorized to execute the updated lease agreement on behalf of the corporation.

Manager of Operations and Facilities

2017Feb Doug Macdonald Airport Land Lease



2018-02-02

To: Travis Rob, O&F Division Manager

From: Tom Batiuk

Re: Doug MacDonald Lease Renewal

Attached are the lease renewal documents for Doug MacDonald. These lease documents are set to commence on January 1, 2018 and expire on December 31st, 2023. Please review the attached documentation with my recommendation for approval by Town Council.

Kind Regards,

Tom Batiuk
Airport Supervisor

THIS AGREEMENT made this 1st day of January, Two Thousand and Eighteen

BETWEEN:

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

-And-

DOUG MACDONALD
(The “Tenant”)

WHEREAS:

- A. The Town and the Tenant hereinafter collectively referred to as the “Parties” entered into an agreement of lease (the “Lease”) dated January 1, 1993 with respect to the property (“Demised Premises”) described as: A hangar lot comprising of approximately 300 square meters, identified as Lot H1, at the Fort Frances Airport.
- B. The copy of the lease dated January 1, 1993, in each of the Parties possession forms Part of this Agreement as Schedule “A”.
- C. The term (the “Term”) of this lease and subsequent renewals is due to expire and end December 31, 2017.
- D. The Town desires to lease to the Tenant and the Tenant desires to lease from the Town the Demised Premises for a further Term, namely, from January 1, 2018 to and including December 31, 2023 on substantially the same terms and conditions as set out in the Lease.

NOW THEREFORE the Parties agree as follows:

- 1. The Town agreed to lease to the Tenant and the Tenant agrees to lease from the Town the Demised Premises for a further Term from and including January 1, 2018 to December 31, 2023.
- 2. The annual amount payable by the Tenant to the Town in respect of the Tenant’s lease of the Demised Premises for the Term January 1, 2018 to December 31, 2023 shall be the sum of \$ 610.20, HST included, which amount shall be payable by the Tenant to the Town upon the signing of this agreement.
- 3. Except as set out in this agreement, the Lease by the Tenant of the Demised Premises from the Town for the term shall be upon the same terms and conditions as set out in the Lease.

IN WITNESS WHERE OF the Parties have executed this Agreement.

For the Corporation of the Town of Fort Frances:

Per: _____
Mayor

Per: _____
Clerk

For Doug Macdonald

Witness: _____ Per: _____
Doug Macdonald

December 14, 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
November 2017 Monthly Report**

As per the operating agreement, the attached document is the November 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 – Sr. Operations Manager.

Yours truly,



Kelly Cunningham
Team Lead

For Larry Wachter
Sr. Operations Manager

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

NOVEMBER 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	13.8 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	5.5 mg/L	25 mg/L	15 mg/L	32.8 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.22 mg/L	1.0 mg/L	0.9 mg/L	1.33 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	8.93 mg/L 6.89 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		50.3 count/100 ml (geometric mean)		200 count/100ml (geometric mean)		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH			pH range 7.4 to 8.0; average pH was 7.7			
Temperature degrees C			Temperatures ranged from 13.0 to 15.5 C; average temperature of effluent was 14.2 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 November was 5933.3 m³/day. This represents 66% of the design average flow. Total treated flow for the month was 177999 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.

**The Town of Fort Frances accepted 395.6 m³ of untested sewage from the New Gold mine site into the collection system in November which may have contributed to excessive foaming and poor settling that was noted by operations staff. The Town has requested that testing be completed on the source so that a decision can be made whether to accept New Gold sewage in the future.

INVENTORY

Chemical	End of Month Status	Units
Hypochlorite	1010 +/- @ 8.0% +3x205 L @ 12%	Litres
Alum	16.8 +/- @ 55 %	Cubic meters
Polymer	2 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 and a summary will be included:

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
- Monthly inspection of spiral screen access hatch, removed wrapped debris
- Replaced snow plow headlight
- Weekly manifold wash on the Fournier press
- Cleaned DO probes
- Drained and inspected teacup
- Changed oil blowers 4 and 5
- Replaced filters blowers 1 and 4
- Greased flocculator seal bearing

Pump Stations:

- Ran gensets
- Changed seal water strainers
- Wajax load tested all gensets, report to follow

PROCESS AND OPTIMIZATION ISSUES

Optimization of the new sludge thickener process continues to be hampered by deficiencies and unfinished work.

The Town of Fort Frances accepted 395.6 m³ of untested sewage from the New Gold mine site into the collection system in November which may have contributed to excessive foaming and poor settling that was noted by operations staff.

SLUDGE SUMMARY

Asselin Storage and Transportation Limited hauled a calculated total of 113.1 m³ (11 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 17.5 % TS for the month. Optimization has not been completed for the Fournier press as the polymer water booster pump is not installed and 18% solids were not met.

COMPLAINTS

There were no complaints during the report period.

BYPASS/OVERFLOW REPORT(S)

There were no bypass or overflow events during the reporting period.

COMMENTS

Plant power consumption for the month was 638 (x 180 multiplier) kWh.

Screen and Dewatering Upgrades at the FFWWTP have been under way since May 30, 2016.

The Fournier Press was lowered to the correct height.

There was an ESA inspection conducted.

**The Town of Fort Frances accepted 395.6 m³ of untested sewage from the New Gold mine site into the collection system in November which may have contributed to excessive foaming and poor settling that was noted by operations staff.

REPORTS

ALS – Environmental Analytical Reports (on-file at plant)

Fort Frances WPCP Equipment Run Time Report (on-file at plant)

Bypass Report (on-file at plant as per occurrence)

Incident Report (on-file at plant as per occurrence)

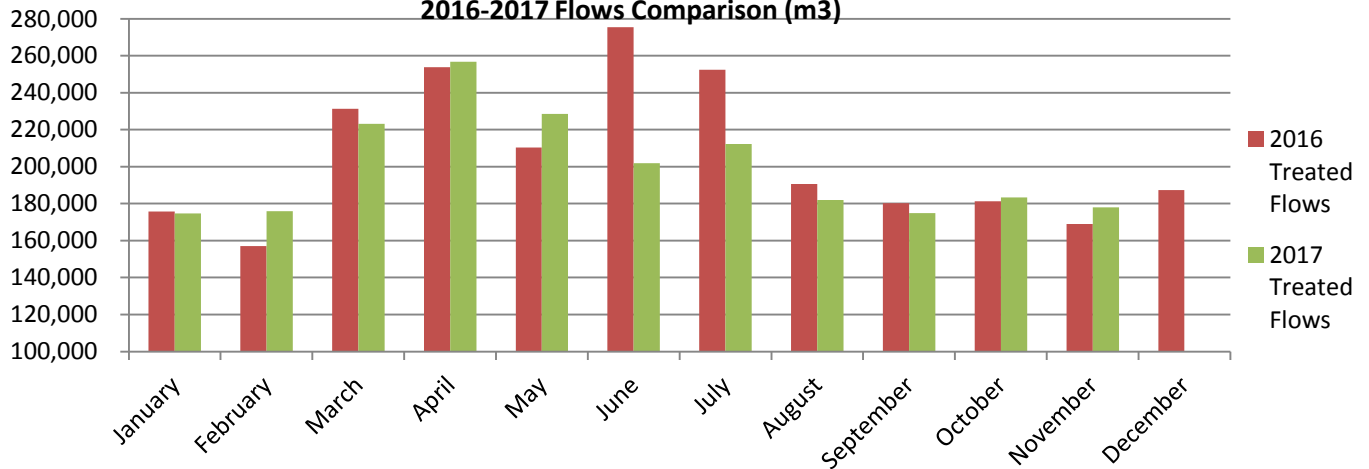
Month	Sewage Flows Year 2017					Usage	Calculated	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.969300453	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.967890503	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.920135939	
January	5636.9	6162	174745		174745	63%	104.9	11		
February	6284.1	9818	175956		175956	70%	86.5	8		
March	7199.5	8844	223183		223183	80%	118.1	12		
April	8558.6	10641	256759	350	256759	95%	123.7	11		
May	7372.6	9480	228551		228551	82%	97.2	9		
June	6730.5	10063	201914		201914	75%	113.5	9		
July	6847.2	12238	212264		212264	76%	113.8	10		
August	5869.6	8228	181956		181956	65%	122.2	13		
September	5826.5	6755	174796		174796	65%	116.5	11		
October	5917.7	6791	183450		183450	66%	128.5	13		
November	5933.3	6258	177999		177999	66%	113.1	11		
December						0%				
Sum				350	2191573		1238	118		
Average	6562		199234		199234	73%	112.5	10.7		
Max		12238	256759		256759			13		
C of A	9000	18000								

	BOD5/CBOD5			Suspended Solids			Total Phosphorus			Nitrogen		E. Coli
	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Geo Mean
Month	BOD	CBOD	CBOD	S.S	S.S	S.S	T.P	T.P	T.P	TKN	Total N	Counts
	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	/100ml
January	84.0	2.0	11.3	138.4	3.2	18.1	2.31	0.11	0.63	17.5	8.8	3.6
February	64.3	2.3	15.5	142.6	5.8	35.2	2.04	0.18	1.09	16.5	8.0	11.8
March	70.0	2.8	20.5	118.7	5.7	42.0	1.98	0.20	1.42	15.8	8.0	39.5
April	48.3	2.3	19.9	107.3	5.4	46.5	1.50	0.17	1.50	12.5	7.7	53.0
May	59.2	2.0	15.3	123.0	3.8	28.2	1.77	0.15	1.10	13.9	6.8	15.0
June	64.5	2.6	16.7	146.1	7.8	53.2	2.05	0.24	1.60	14.0	7.7	10.8
July	66.8	2.0	13.0	124.7	3.8	26.9	2.01	0.17	1.18	14.7	7.3	2.3
August	88.4	2.0	11.5	164.6	2.4	14.5	2.65	0.13	0.78	16.5	8.1	5.2
September	80.0	2.1	12.0	164.1	3.5	20.6	2.69	0.15	0.89	18.1	7.6	9.0
October	81.8	2.0	11.8	154.6	2.6	15.4	2.17	0.16	0.93	17.3	7.9	8.0
November	87.5	2.3	13.8	157.5	5.5	32.8	2.37	0.22	1.33	18.1	8.9	50.3
December												
Average	72.3	2.2	14.7	140.1	4.5	30.3	2.1	0.17	1.13	15.9	7.9	19.0
Max	88.4	2.8	20.5	164.6	7.8	53.2	2.7	0.24	1.60	18.1	8.9	53
C of A		25	225		25	225		1.0	9.0	200	6.0	200

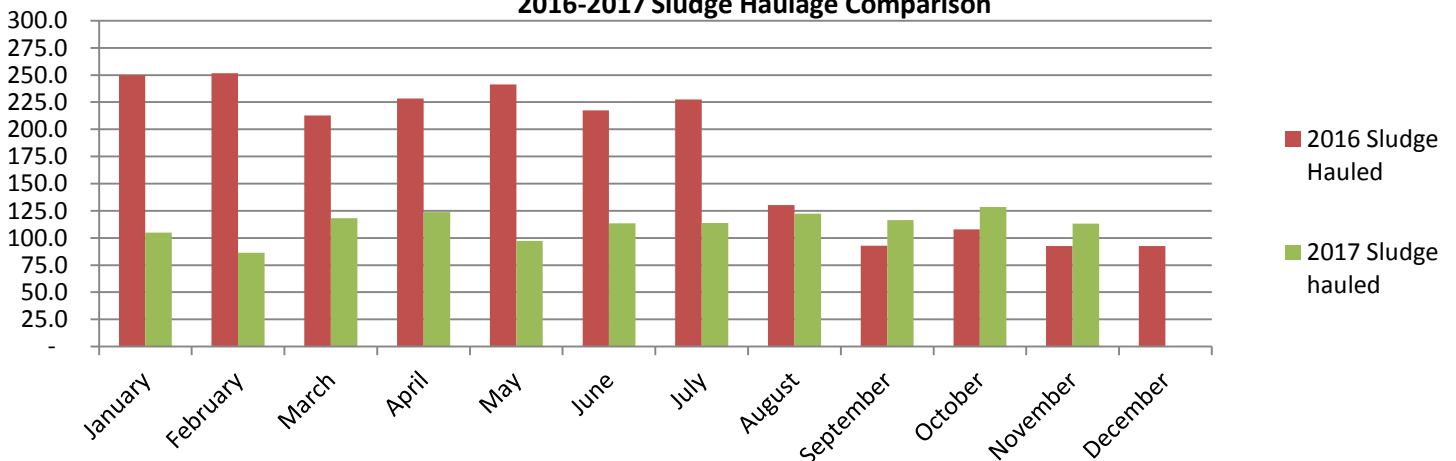
2016-2017 Comparison Chart

Month	2016 Treated Sewage	2017 Treated Sewage	% Variance 2016 to 2017	2016 Hauled Sludge	2017 Hauled Sludge	% Variance 2016 to 2017
	m3	m3	m3	m3 (9% solid)	m3 (18% solid)	m3
January	175,712	174,745	-1%	249.9	104.9	-58%
February	157,117	175,956	11%	251.7	86.5	-66%
March	231,365	223,183	-4%	212.7	118.1	-44%
April	253,871	256,759	1%	228.3	123.7	-46%
May	210,352	228,551	8%	241.2	97.2	-60%
June	275,522	201,914	-36%	217.4	113.5	-48%
July	252,416	212,264	-19%	227.5	113.8	-50%
August	190,658	181,956	-5%	130.3	122.2	-6%
September	180,285	174,796	-3%	92.8	116.5	26%
October	181,205	183,450	1%	108.0	128.5	19%
November	169,075	177,999	5%	92.6	113.1	22%
December	187,407			92.6		
Totals	2,464,985	2,191,573		2,145.0	1,238.0	

2016-2017 Flows Comparison (m3)



2016-2017 Sludge Haulage Comparison



Workorder Summary Report

Report Start Date: Nov 1, 2017 12:00 AM

Report End Date: Nov 30, 2017 11:59 PM

Location: 1103*

Work Order Type: All Workorder Type

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
536065			1103, Fort Frances WPCP	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 1103	COMP	11/1/17 12:00 AM	11/30/17 01:00 PM	11/30/17 02:00 PM	Monthly H&S -Still some outstanding construction related issues and I noticed a 6 foot step ladder that had some bent braces that I removed from service and we will need to replace.
536075			1103, Fort Frances WPCP	PM	INSPECTION	1	MONTHS	TPM Inspection/Maintenance (1m) 1103	COMP	11/1/17 12:00 AM	12/4/17 07:05 AM	12/4/17 07:05 AM	
536464			1103, Fort Frances WPCP	PM	INSPECTION	1	MONTHS	Blowers/Motors Inspection/Service (1m/3m) 1103	COMP	11/1/17 12:00 AM	11/25/17 10:00 AM	11/25/17 12:00 PM	Blower Maint. -I changed oil in blowers 4 & 5 as well as greased all blowers and I changed air filters in 4 & 5.
536045	0000227376	PANEL ALARM/ DIALER	1103, Fort Frances WPCP, Process, Process Control & Monitoring	PM	INSPECTION	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1103	COMP	11/1/17 12:00 AM	11/29/17 10:00 AM	11/29/17 11:00 AM	Tested -We test daily and Lakeside controls also tested the dialer during programming changes for new construction.
536472	0000246402	CENTRIFUGE GS2-2-1 TEACUP/ GRIT SNAIL	1103, Fort Frances WPCP, Process, Primary Treatment, Primary Sludge Degritting	PM	INSPECTION	1	MONTHS	Teacup Centrifuge Inspection/ Service (1m/3m/1y) 1103	COMP	11/1/17 12:00 AM	11/28/17 01:00 PM	11/28/17 02:00 PM	Teacup Maint. -I inspected and hosed off the snail.
536049			1103, Fort Frances WPCP	PM	REFURBISH/ REPLACE/ REPAIR	1	MONTHS	Diesel Gensets Inspection/ Functional Tests (1m) 1103	COMP	11/1/17 12:00 AM	11/28/17 10:00 AM	11/28/17 03:00 PM	Monthly Genset Run And Service -Gensets were all ran and serviced by Wajax Thunder Bay as part of the towns service of all gensets.
536965			1103, Fort Frances WPCP	PM	REFURBISH/ REPLACE/ REPAIR	1	YEARS	Tank Inspections (1y) 1103	COMP	11/1/17 12:00 AM	12/4/17 07:07 AM	12/4/17 07:07 AM	

January 12, 2018

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
December 2017 Monthly Report**

As per the operating agreement, the attached document is the December 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 – Sr. Operations Manager.

Yours truly,



Kelly Cunningham
Team Lead

For Larry Wachter
Sr. Operations Manager

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

DECEMBER 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	2.0 mg/L	25 mg/L	15 mg/L	11.1 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	4.3 mg/L	25 mg/L	15 mg/L	23.8 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.18 mg/L	1.0 mg/L	0.9 mg/L	0.99 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	6.96 mg/L 5.18 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		14.5 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 7.5 to 7.9; average pH was 7.8			
Temperature degrees C			Temperatures ranged from 9.5 to 13.0 C; average temperature of effluent was 11.3 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 December was 5535.4 m³/day. This represents 62% of the design average flow. Total treated flow for the month was 171598 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.

**The Town of Fort Frances accepted an additional 491 m³ of untested sewage from the New Gold mine site into the collection system in December. Effluent quality may not have suffered greatly since this external source sewage has been accepted, but much effort has been required to manage issues with internal plant process problems.

INVENTORY

Chemical	End of Month Status	Units
Hypochlorite	1000 +/- @ 8.0% +3x205 L @ 12%	Litres
Alum	14.8 +/- @ 55 %	Cubic meters
Polymer	3 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 and a summary will be included:

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
- Monthly inspection of spiral screen access hatch, removed wrapped debris
- Replaced block heater portable diesel generator
- Weekly manifold wash on the Fournier press
- Cleaned DO probes
- Drained and inspected teacup
- Changed oil blowers 1 and 2
- Greased flocculator seal bearing
- Changed oil in both grit pump gear boxes
- Installed new belt ASU 02
- Repaired alum line
- Thawed frozen sump line in aeration channel

Pump Stations:

- Ran gensets
- Changed seal water strainers
- Cleaned and reset floats at 5th Street lift station

PROCESS AND OPTIMIZATION ISSUES

Optimization of the new sludge thickener process continues to be hampered by deficiencies and unfinished work.

**The Town of Fort Frances accepted an additional 491 m³ of untested sewage from the New Gold mine site into the collection system in December. Effluent quality may not have suffered greatly since this external source sewage has been accepted, but much effort has been required to manage issues with internal plant process problems.

SLUDGE SUMMARY

Asselin Storage and Transportation Limited hauled a calculated total of 125.1 m³ (12 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 16.5 % TS for the month. Optimization has not been completed for the Fournier press as the polymer water booster pump is not installed and 18% TS was not met.

COMPLAINTS

There were no complaints during the report period.

BYPASS/OVERFLOW REPORT(S)

There were no bypass or overflow events during the reporting period.

COMMENTS

Plant power consumption for the month was 652 (x 180 multiplier) kWh.

Screen and Dewatering Upgrades at the FFWWTP have been under way since May 30, 2016.

**The Town of Fort Frances accepted an additional 491 m³ of untested sewage from the New Gold mine site into the collection system in December. Effluent quality may not have suffered greatly since this external source sewage has been accepted, but much effort has been required to manage issues with internal plant process problems.

REPORTS

ALS – Environmental Analytical Reports (on-file at plant)

Fort Frances WPCP Equipment Run Time Report (on-file at plant)

Bypass Report (on-file at plant as per occurrence)

Incident Report (on-file at plant as per occurrence)

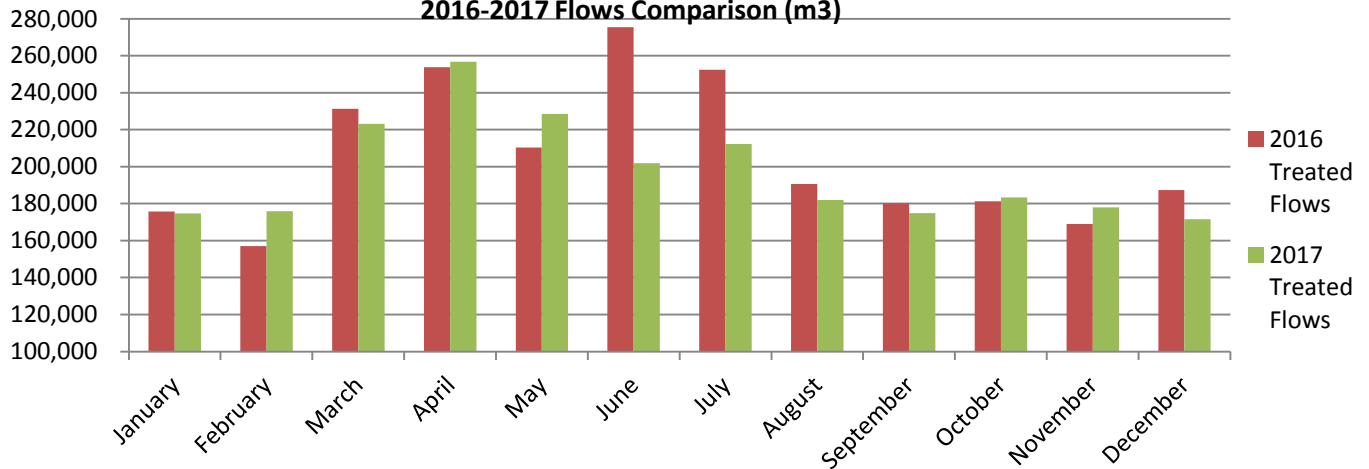
Month	Sewage Flows Year 2017					Usage	Calculated	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.970273618	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.968390129	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.921072797	
January	5636.9	6162	174745		174745	63%	104.9	11		
February	6284.1	9818	175956		175956	70%	86.5	8		
March	7199.5	8844	223183		223183	80%	118.1	12		
April	8558.6	10641	256759	350	256759	95%	123.7	11		
May	7372.6	9480	228551		228551	82%	97.2	9		
June	6730.5	10063	201914		201914	75%	113.5	9		
July	6847.2	12238	212264		212264	76%	113.8	10		
August	5869.6	8228	181956		181956	65%	122.2	13		
September	5826.5	6755	174796		174796	65%	116.5	11		
October	5917.7	6791	183450		183450	66%	128.5	13		
November	5933.3	6258	177999		177999	66%	113.1	11		
December	5535.4	5877	171598		171598	62%	125.1	12		
Sum				350	2363171		1363.1	130		
Average	6476		196931		196931	72%	113.6	10.8		
Max		12238	256759		256759			13		
C of A	9000	18000								

	BOD5/CBOD5			Suspended Solids			Total Phosphorus			Nitrogen		E. Coli
	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Geo Mean
	BOD	CBOD	CBOD	S.S	S.S	S.S	T.P	T.P	T.P	TKN	Total N	Counts
	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	/100ml
January	84.0	2.0	11.3	138.4	3.2	18.1	2.31	0.11	0.63	17.5	8.8	3.6
February	64.3	2.3	15.5	142.6	5.8	35.2	2.04	0.18	1.09	16.5	8.0	11.8
March	70.0	2.8	20.5	118.7	5.7	42.0	1.98	0.20	1.42	15.8	8.0	39.5
April	48.3	2.3	19.9	107.3	5.4	46.5	1.50	0.17	1.50	12.5	7.7	53.0
May	59.2	2.0	15.3	123.0	3.8	28.2	1.77	0.15	1.10	13.9	6.8	15.0
June	64.5	2.6	16.7	146.1	7.8	53.2	2.05	0.24	1.60	14.0	7.7	10.8
July	66.8	2.0	13.0	124.7	3.8	26.9	2.01	0.17	1.18	14.7	7.3	2.3
August	88.4	2.0	11.5	164.6	2.4	14.5	2.65	0.13	0.78	16.5	8.1	5.2
September	80.0	2.1	12.0	164.1	3.5	20.6	2.69	0.15	0.89	18.1	7.6	9.0
October	81.8	2.0	11.8	154.6	2.6	15.4	2.17	0.16	0.93	17.3	7.9	8.0
November	87.5	2.3	13.8	157.5	5.5	32.8	2.37	0.22	1.33	18.1	8.9	50.3
December	93.3	2.0	11.1	160.4	4.3	23.8	2.56	0.18	0.99	20.3	7.0	14.5
Average	74.0	2.2	14.4	141.8	4.5	29.8	2.2	0.17	1.12	16.3	7.8	18.6
Max	93.3	2.8	20.5	164.6	7.8	53.2	2.7	0.24	1.60	20.3	8.9	53
C of A		25	225		25	225		1.0	9.0	200	6.0	200

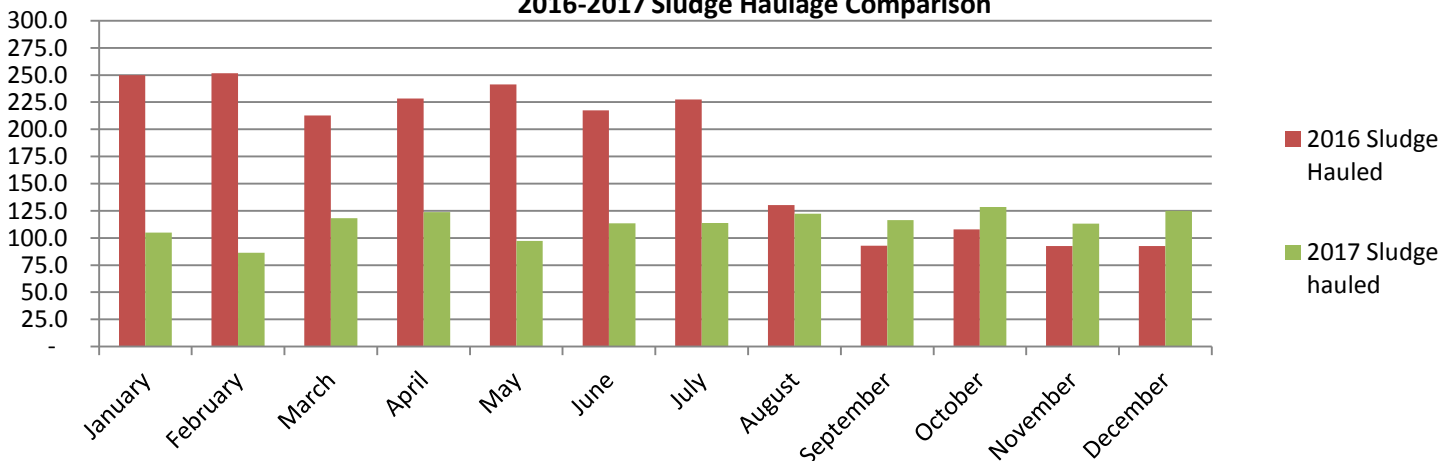
2016-2017 Comparison Chart

Month	2016 Treated Sewage	2017 Treated Sewage	% Variance 2016 to 2017	2016 Hauled Sludge	2017 Hauled Sludge	% Variance 2016 to 2017
	m3	m3	m3	m3 (9% solid)	m3 (18% solid)	m3
January	175,712	174,745	-1%	249.9	104.9	-58%
February	157,117	175,956	11%	251.7	86.5	-66%
March	231,365	223,183	-4%	212.7	118.1	-44%
April	253,871	256,759	1%	228.3	123.7	-46%
May	210,352	228,551	8%	241.2	97.2	-60%
June	275,522	201,914	-36%	217.4	113.5	-48%
July	252,416	212,264	-19%	227.5	113.8	-50%
August	190,658	181,956	-5%	130.3	122.2	-6%
September	180,285	174,796	-3%	92.8	116.5	26%
October	181,205	183,450	1%	108.0	128.5	19%
November	169,075	177,999	5%	92.6	113.1	22%
December	187,407	171,598	-9%	92.6	125.1	35%
Totals	2,464,985	2,363,171	-4%	2,145.0	1,363.1	-36%

2016-2017 Flows Comparison (m3)



2016-2017 Sludge Haulage Comparison



Workorder Summary Report

Report Start Date: Dec 1, 2017 12:00 AM

Report End Date: Dec 31, 2017 11:59 PM

Location: 1103*

Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
573168	0000227376	PANEL ALARM/DIALER	1103, Fort Frances WPCP, Process, Process Control & Monitoring	PM	INSPECTION	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1103	COMP	12/1/17 12:00 AM	12/16/17 10:00 AM	12/16/17 11:00 AM	Dialer Daily Test -We test dialer daily at 10 am.
573172			1103, Fort Frances WPCP	PM	REFURBISH/REPLACE/REPAIR	1	MONTHS	Diesel Gensets Inspection/Functional Tests (1m) 1103	COMP	12/1/17 12:00 AM	12/18/17 11:00 AM	12/18/17 01:00 PM	Monthly Exercise -I ran all generators including portable for 1 hour under load.
573188			1103, Fort Frances WPCP	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 1103	COMP	12/1/17 12:00 AM	12/21/17 09:00 AM	12/21/17 10:00 AM	Monthly Inspection -I inspected all hand and power tools to find our 4 inch grinder to be missing the guard and installation tool. We will need to see about a replacement guard and tool.
573199			1103, Fort Frances WPCP	PM	INSPECTION	1	YEARS	Lifting Equipment Assets Inspection (1y) 1103	COMP	12/1/17 12:00 AM	12/4/17 07:08 AM	12/4/17 07:08 AM	
573208			1103, Fort Frances WPCP	OPER	COMPLIANCE	1	MONTHS	WISKI Review (1m) 1103	COMP	12/1/17 12:00 AM	12/21/17 07:00 AM	12/21/17 08:00 AM	Entered and reviewed data -I entered a weeks worth of lab data and reviewed past entries.
573582			1103, Fort Frances WPCP	PM	INSPECTION	1	MONTHS	Blowers/Motors Inspection/Service (1m/3m) 1103	COMP	12/1/17 12:00 AM	12/17/17 07:00 AM	12/17/17 09:00 AM	Monthly Blower Maint. -I changed oil in blowers 1 & 2 and greased all blowers.
573592	0000246402	CENTRIFUGE GS2-2-1 TEACUP/GRIT SNAIL	1103, Fort Frances WPCP, Process, Primary Treatment, Primary Sludge Degritting	PM	INSPECTION	1	MONTHS	Teacup Centrifuge Inspection/Service (1m/3m/1y) 1103	COMP	12/1/17 12:00 AM	12/17/17 01:00 PM	12/17/17 02:00 PM	Teacup Monthly Inspection -I locked out grit system then removed the teacup lid to remove debris and found very minimal debris. I then hosed the belt and restored the unit to normal operation.
574050			1103, Fort Frances WPCP	PM	REFURBISH/REPLACE/REPAIR	1	YEARS	Pump Centrifugal Grit Pumps Inspection/Service (1m) 1103	COMP	12/1/17 12:00 AM	12/24/17 01:15 PM	12/24/17 01:15 PM	Pump Centrifugal Grit Pumps Inspection/Service -Changed the oil in both gear boxes.
577016	0000227421	PUMP CENT VERTICAL NON CLOG SEWAGE P1 FIFTH ST	1103, 5th St. Pumping Station, Process	CALL	REFURBISH/REPLACE/REPAIR	0		Fifth Street High Level Alarm 1103	COMP		12/5/17 07:42 AM	12/5/17 07:56 AM	Assist with confined space entry 5th street ls -I was called in by Kelly who needed assistance in resetting the bottom float at 5th street lift station. I went to the plant and gathered all of the confined space equipment and then proceeded to the lift station. Once there we performed an entry to reset the float and remove debris.

Workorder Summary Report

Report Start Date: Dec 1, 2017 12:00 AM

Report End Date: Dec 31, 2017 11:59 PM

Location: 1103*

Work Order Type: ADMIN,CALL,CAP,CORR,EMER,OPER,PM

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
577020	0000129930	PANEL CONTROL PUMP	1103, 5th St. Pumping Station, Facility	CALL	REFURBISH/ REPLACE/ REPAIR	0		Fifth St. Pumping Station High Level Alarm 1103	COMP		12/4/17 04:15 PM	12/4/17 07:55 PM	Fifth St. Pumping Station High Level Alarm 1103 -At 1612 hours I was called by the auto dialer for a Fifth Street high level alarm. After calling Communique Action I drove to the pumping Station. All 3 pumps were air locked so I proceeded to get them pumping again. They air locked again once the liquid level in the wet well was pumped down as they were not turning off at the all pump stop level. After discussing with my manager I called in Dale to assist with a confined space entry to investigate if it was a float switch issue. Once the float switches were cleaned and reset operation returned to normal. We informed our manager, cleaned up and I closed my working alone ticket.

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

STAFFING:

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

OVERTIME HOURS - Equivalent Straight Time Hours

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

WATER DISTRIBUTION:

Water Main Breaks:

- Number of water main breaks: One (1)
- Intersection of Keating Ave. at Stewart St.

Hydrant Repairs:

- Number of hydrant repairs: None

Hydrant Replacements:

- Number of hydrant replacements: Two (2)
- Second St. E. at Shevlin Ave. (HYD 283) and King's Hwy. 92 m east of Pit Rd. No. 1 (HYD 055)

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of water main valve repairs: Five (5)
 - Erin Cresc. at Kaitlyn Dr. (S. Valve - VAL576), Kaitlyn Dr. at Erin Cresc. (S. Valve - VAL579)
 - Frenette Ave. at Kaitlyn Dr. (N. Valve - VAL573 & E. Valve - VAL574) & Frenette Ave. - 1000 blk. (VAL621)
 - Kaitlyn Dr. at Patcin Ave. (N. Valve - VAL580)

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water service repairs: None

Water Service Installations (NEW):

- Number of water service installations: Two (2)
 - 237 Eighth St. W. and 121 Oakwood Rd.

Water Service Replacements:

- Number of water service replacements: None

Water Service Terminations (Temporary):

- Number of water service terminations: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Twenty-five (25)
 - 427 Second St. E. (2), 401 King's Hwy. (Legion Park - yard), 1319 Colonization Rd. W. (Riverview Cemetery - yard) (2), 921 Second St. E. (Lyons Park) (2), 520 King's Hwy. (Legion Park), 700 McIlvaine Rd.,
 - 1301 Calder Dr., 800 Calder Dr., 1011 Front St. (Marina), 1002 River Rd. W., 400 Central Ave.,
 - 359 Daniel Ave. (2), 445 Church St. (2), 235 Scott St., 1000 Calder Dr. (2), 618 Second St. E. (2),
 - 8 Armstrong Pl. and 1022 Williams Ave.

Frozen Water Services:

- Number of frozen water services: None

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: None

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: None

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: None

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- October 18 - 20, 2017 - T. George and L. Carmody attended the Northwestern Ontario Water & Wastewater Conference in Thunder Bay (Includes Maintenancefest)
- October 17, 2017 - delivered notices - Delinquent Accounts
- Completed a connection inspection of the water services at 237 Eighth St. W. and 121 Oakwood Rd.
- Continued winterizing of the fire hydrant (flush and pump barrels).
- 1305 Mill Rd. (Lakeview Trailer Park) - winterized the fire hydrants
- Recorded locations of curb stops at various locations.

WATER TREATMENT PLANT:

- October, 2017 - In receipt of the Water Treatment Plant Monthly Report
- October 2 - 5, 2017 - Completed lead testing in the plumbing (40), commercial (4) and in the distribution system (8)
- October 06, 2017 - KLM Engineering at the Water Tower to complete an inspection.
- October 11, 2017 - Started to winterize the water system at Sunny Cove Children's Camp.
- October 18 - 20, 2017 - B. Webb and P. Lemesurier attended the Northwestern Ontario Water & Wastewater Conference in Thunder Bay (Includes Maintenancefest)
- October 25, 2017 - Winterize the water system at 237 Scott St. (Market Square).

SEWERAGE COLLECTION:

Wastewater Main Backups:

- Number of wastewater main backups: 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: None

Sewer Service Replacements:

- Number of sewer service replacements: None

Sewer Service Installations (NEW):

- Number of sewer service installations: One (1)
 - 121 Oakwood Rd.

Sewer Service Terminations (Temporary):

- Number of sewer service terminations: None

Other Information:

- Cleaned Thirteen (13) plugged sewer services at the following locations:
 - 713 Webster Ave., 1033 First St. E., 1115 Second St. E., 514 Fourth St. W. (2), 364 Sixth St. W.
 - 427 Second St. E., 927 Crowe Ave., 318 Third St.W. and 1021 First St. E.
- October 17, 2017 - Winterized the water system at Sorting Gap Marina.
- CCTV inspected various building sewer services.
- Recorded locations of cleanouts at various locations.
- Completed a connection inspection of the sewer services at 237 Eighth St. W. and 121 Oakwood Rd.
- Sewer main flushing (Dead Ends and Trouble Areas)

WASTE-WATER TREATMENT FACILITY:

- October, 2017 - In receipt of the Wastewater Treatment Facility Monthly Report.

WASTE MANAGEMENT:

Garbage Collection:

- Number of complaints regarding garbage collection:
 - Town - 0 complaints, Asselin's - 1 complaint

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning during this period.

- Amount of residential waste delivered to the landfill:
 - 239,860 kgs (239.86 tonnes)
- Amount of ICI waste delivered to the landfill:
 - 406,740 kgs (406.74 tonnes)

Recycling:

- Number of complaints regarding recycled materials:
 - Town - 0 complaints, Asselin's - 1 complaint
- Amount of recycled waste diverted from the landfill:
 - (No data) Emterra

Prepared By: _____

Environmental & Facilities Superintendent

Date: _____

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

STAFFING:

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

OVERTIME HOURS - Equivalent Straight Time Hours

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

WATER DISTRIBUTION:

Water Main Breaks:

- Number of water main breaks: One (1)
-In front of 540 Webster Ave.

Hydrant Repairs:

- Number of hydrant repairs: None

Hydrant Replacements:

- Number of hydrant replacements: None

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of water main valve repairs: None

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water service repairs: Two (2)
-1201 Idylwild Dr. and 634 Third St. W.

Water Service Installations (NEW):

- Number of water service installations: None

Water Service Replacements:

- Number of water service replacements: One (1)
-130 Fifth St. E.

Water Service Terminations:

- Number of water service terminations: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Thirty (30)
 - 838 Williams Ave., 1025 River Rd. W., 905 Smith Ave. (2), 613 First St. E. (2), 622 Third St. W.,
 - 1242 Colonization Rd. W., 862 King's Hwy., 331 Second St. E., 1005 Williams Ave., 740 Sixth St. W.
 - 919 Frenette Ave., 838 Third St. E., 928 Frenette Ave., 713 Third St. W., 818 Williams Ave.,
 - 635 King's Hwy. (2), 1201 Idylwild Dr., 912 Sixth St. E., 1144 Second St. E., 121 Oakwood Rd.,
 - 533 Scott St., 638 First St. W., 1533 King's Hwy., 237 Eighth St. W., 638 First St. E.,
 - 1007 Williams Ave. and 634 Second St. W.

Frozen Water Services:

- Number of frozen water services: One (1)
 - 1305 Mill Road (Lakeview Trailer Park - 14 Birch St.)

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: One (1)
 - 121 Oakwood Rd.

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: One (1)
 - 121 Oakwood Rd.

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: One (1)
 - 121 Oakwood Rd.

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- Completed the hydrant flushing/winterizing program.
- Winterizing of the fire hydrants (Private Work).
- Recorded locations of curb stops at various locations.
- November 24, 2017 - Completed a connection inspection of the water service at 130 Fifth St. E.
- November 30, 2017 - Repaired and winterized the hydrant at 520 Eight St. E. (Youth Facility)

WATER TREATMENT PLANT:

- November, 2017 - In receipt of the Water Treatment Plant Monthly Report
- November 1, 2017 - Kirsie McLandress, SAI GLOBAL completed an off-site 24-month surveillance audit of the water system. A part of the accreditation process.
- November 27, 2017 - Devin Ball, Wajax Power System, Thunder Bay complete load testing of the emergency standby generators at Fifth St. E., Central Ave. & White Pine Lift Stations as well as the Portable Unit.

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: None

Sewer Service Installations (NEW):

- Number of sewer service installations: One (1)
 - 130 Fifth St. E.

Sewer Service Terminations:

- Number of sewer service terminations: None

Sewer Service Replacements:

- Number of sewer service installations: None

Other Information:

- Cleaned Ten (10) plugged sewer services at the following locations:
 - 637 Second St. E., 424 First St. E., 1041 Walker Ave., 650 Church St., 418 Nelson St.
 - 513 Crowe Ave., 525 Portage Ave., 315 Third St. E., 235 McIrvine Rd. and 570 Scott St.
- Sewer main flushing (Dead Ends and Trouble Areas)
- CCTV inspected building sewer service at 237 Church St.
- Commenced winterizing dead-end (shallow) sanitary manholes.
- Completed a connection inspection of the sanitary sewer service at 315 Third St. E. and 130 Fifth St. E.
- New manhole base and pump installed in the Portage Ave. Underpass Pumping Station.
- Recorded locations of cleanouts at various locations.

WASTE-WATER TREATMENT FACILITY:

- November, 2017 - In receipt of the Wastewater Treatment Facility Monthly Report.
- November 29 & 30, 2017 - Devin Ball, Wajax Power System, Thunder Bay complete load testing of the emergency standby generators at Fifth St. E., Central Ave. & White Pine Lift Stations as well as the Portable Unit.
- November 2017 - Town excepted sewage from New Gold (395.56 cu. m.)

WASTE MANAGEMENT:

Garbage Collection:

- Number of complaints regarding garbage collection:
 - Town - 0 complaints, Asselin's - 5 complaints

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning good during this period.

- Amount of residential waste delivered to the landfill:
 - 140,360 kgs (140.26 tonnes)
- Amount of ICI waste delivered to the landfill:
 - 221,800 kgs (221.80 tonnes)
- November 4, 2017 - Free tipping for yard wood waste (65 vehicles)

Recycling:

- Number of complaints regarding recycled materials:
 - Town - 0 complaints, Asselin's - 0 complaints
- Amount of recycled waste diverted from the landfill:
 - Emterra: October - 44.09 tonnes & November 47.58 tonnes

Prepared By: _____ Environmental & Facilities Superintendent

Date: _____

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

STAFFING:

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

OVERTIME HOURS - Equivalent Straight Time Hours

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

WATER DISTRIBUTION:

Water Main Breaks:

- Number of water main breaks: None

Hydrant Repairs:

- Number of hydrant repairs: Two (2)
 - Scott St. at Butler Ave. (HYD 259) and in front of 318 Scott St. (HYD 168)

Hydrant Replacements:

- Number of hydrant replacements: None

Hydrant Installations (NEW):

- Number of new hydrant installations: None

Main Valve Repairs:

- Number of water main valve repairs: None

Water Service Breaks:

- Number of water service breaks: None

Water Service Repairs:

- Number of water service breaks: One (1)
 - 344 Third St. W.

Water Service Installations (NEW):

- Number of water service installations: None

Water Service Replacements:

- Number of water service installations: None

Water Service Terminations:

- Number of water service terminations: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Nine (9)
 - 631 Second St. E., 821 Sixth St. W., 1034 Victoria Ave. N., 1208 Olde Shambles Rd., 127 First St. E.
 - 715 Nelson St. (2), 516 Third St. W. and 1007 Williams Ave.

Frozen Water Services:

- Number of frozen water services: Two (2)
 - 577 Osborne St. (Unit 83) and 229 Scott St. (Causeway Insurance)

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: None

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: None

Backflow Preventer Annual Testing:

- Number of backflow preventer tested: One (1)
 - 851 McIrvine Rd.

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- Completed private hydrant flushing/winterizing.
- Recorded locations of curbs stops at various locations.

WATER TREATMENT PLANT:

- December, 2017 - In receipt of the Water Treatment Plant Monthly Report
- November 27, 2017 - Devin Ball, Wajax Power System, Thunder Bay complete load testing of the emergency standby generator (WTP).

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 Installations (NEW):

- Number of sewer service installations: None

Sewer Service Terminations:

- Number of water service terminations: None

Other Information:

- Cleaned eleven (11) plugged sewer services at the following locations:
 - 428 Armit Ave. (2), 340 Church St., 1212 Olde Shambles Rd. (2), 907 Victoria Ave. N., 529 First St. E.
 - 1148 Walker Ave. N., 831 King's Hwy., 1018 Victoria Ave. N., 1210 Fifth St. E.
- December 18, 2017 - Traced building sewer service at 1148 Walker Avenue for Union Gas - clearance requirement for plugged sewer.
- Completed winterizing dead-end (shallow) sanitary manholes.
- Recorded locations of cleanouts at various locations.

WASTE-WATER TREATMENT FACILITY:

- December, 2017 - In receipt of the Wastewater Treatment Facility Monthly Report
- December 2017 - Town excepted sewage from New Gold (491.04 cu. m.)

WASTE MANAGEMENT:

Garbage Collection:

- Number of complaints regarding garbage collection:
 - Town - 0 complaints, Asselin's - 1 complaint

Sanitary Landfill (Waste Disposal Site):

Landfill Scales functioning good during this period.

- Amount of residential waste delivered to the landfill:
 - 111,260 kgs (111.26 tonnes)
- Amount of ICI waste delivered to the landfill:
 - 207,970 kgs (207.97 tonnes)
- December 20, 2017 - T. Veert Contracting commenced burning of the brush pile.

Recycling:

- Number of complaints regarding recycled materials:
 - Town - 0 complaints, Asselin's - 2 complaints
- Amount of recycled waste diverted from the landfill:

Prepared By: _____

Environmental & Facilities Superintendent

Date: _____

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

STAFFING

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

	2016	2017
WSIB	0.00	0.00
WI/LTD	22.00	0.00
SICK DAYS	3.13	10.13
COMPASSIONATE LEAVE	0.00	0.00
FLOATERS	0.00	4.00
VACATION	24.81	42.31
BANKED TIME USED	22.00	5.00
OFF	2.00	0.00
STATUTORY HOLIDAYS	23.00	24.00
TOTAL	96.94	85.44

OVERTIME HOURS

Equivalent Straight Time Hours:

	2016	2017	2016	2017
	Sept	Sept	Year To	Year To
			Date	Date
ADMIN/FLIGHT THE BLIGHT	0.00	0.00	142.50	0.00
TRAVEL	0.00	0.00	2.50	14.00
ENGINEERING	0.00	0.00	8.00	7.50
INTERDEPARTMENTAL	0.00	16.00	14.75	46.75
PRIVATE WORK	1.50	0.00	30.50	6.75
RECYCLE/GARBAGE	9.50	0.00	31.75	22.75
ROADS	19.75	0.00	289.25	281.75
SEWER COLLECTION	82.50	16.00	346.25	215.00
SIDEWALKS	0.00	0.00	3.00	45.75
STORES	0.00	0.00	30.00	16.75
VEHICLE & EQUIPMENT	0.00	0.00	4.00	4.00
WATER TREATMENT PLANT	8.00	13.25	295.75	104.75
WATER DISTRIBUTION	65.00	24.75	580.75	215.00
WATER TOWER	0.00	0.00	0.00	0.00
TRAINING	0.00	0.00	0.00	2.25
TOTAL	186.25	70.00	1779.00	983.00

TRANSPORTATION REPORT

September 2017

ROADS:

Storm Water Management – Urban:

- Flushed storm sewer laterals and cleaned catchbasin sumps

Storm Water Management - Rural:

- Flushed and cleaned some culverts that were holding back water
- Cut brush along ditches with Hyundai
- Dug out beaver dams as required

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown area and Front Street done once weekly
- Continued with curb and gutter repairs
- Replaced two (2) culverts and repaired three (3) soft spots on Oakwood Road before final lift of surface treatment application.

Loose Top Maintenance:

- Graded all loose top roads twice
- Graded lanes as required.

Roadside Maintenance:

- Grinded several stumps from trees removed in 2016, with the stump grinder on the new skid steer
- Cut brush along roadways with new skid steer

Winter Control:

Traffic Operations:

- Repaired and replaced signs as required.
- Continued replacing signs that failed reflectivity testing.

Regular Maintenance:

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

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required.
- Cut grass at Public Works Building and all yards

Private Work:

- Installed a new culvert at the Rendez-vous parking lot entrance
- Installed a new culvert for private crossing at 1227 Idylwild Drive.

Sidewalks – Winter**Sidewalks – Summer:**

- Swept sidewalk and bike path along waterfront once weekly.

Vehicles and Equipment:

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

Public Relations:

- Delivered barricades and stage to the 200 Block of Scott Street and set up detour for truck route for Scott Street Concerts, September 14, 21 and 28th. Removed barricades, stage and detour signs the day following each concert.

Sewer and Water:

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

Interdepartmental:

- Supplied two (2) workers for traffic control (Flagmen) to FFPC for new pole installations along Mill Road.
- Scott Gosman provided coverage for vacation at the Airport September 6 & 7, 12, 18, 22, 23 and 24th.

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded commercial recycling bin as required
- Emptied bins from “drop off centre” as required.
- Cleaned up recycling yard.

Training:**Health & Safety:**

- A Workplace Inspection was done at the Water Treatment Plant on September 27th.

Milt Strachan,
Superintendent of Transportation

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

STAFFING

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

	2016	2017
WSIB	0.00	0.00
WI/LTD	8.00	0.00
SICK DAYS	10.31	13.25
COMPASSIONATE LEAVE	0.00	0.00
FLOATERS	2.00	0.00
VACATION	41.13	42.63
BANKED TIME USED	14.78	9.06
OFF	1.84	0.00
STATUTORY HOLIDAYS	22.00	24.00
TOTAL	100.06	88.94

OVERTIME HOURS

Equivalent Straight Time Hours:

	2016	2017	2016	2017
	Oct	Oct	Year To	Year To
			Date	Date
FLIGHT THE BLIGHT	0.00	0.00	142.50	0.00
TRAVEL	0.00	0.00	2.50	14.00
ENGINEERING	0.00	0.00	8.00	7.50
INTERDEPARTMENTAL	0.00	3.75	14.75	50.50
PRIVATE WORK	0.00	0.00	30.50	6.75
RECYCLE/GARBAGE	0.00	0.00	31.75	22.75
ROADS	25.50	14.00	314.75	295.75
SEWER COLLECTION	18.25	0.00	364.50	215.00
SIDEWALKS	0.00	0.00	3.00	45.75
STORES	0.00	0.00	30.00	16.75
VEHICLE & EQUIPMENT	0.00	3.00	4.00	7.00
WATER TREATMENT PLANT	24.00	27.00	319.75	131.75
WATER DISTRIBUTION	5.25	36.25	586.00	251.25
WATER TOWER	0.00	0.00	0.00	0.00
TRAINING	0.00	0.00	0.00	2.25
TOTAL	73.00	84.00	1852.00	1067.00

TRANSPORTATION REPORT

October 2017

ROADS:

Storm Water Management – Urban:

- Cleaned debris from catchbasins

Storm Water Management - Rural:

- Dug out beaver dams as required
- Cleaned and straightened grates at large storm sewer culvert just west of the overpass

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Street sweeping daily – Downtown area and Front Street done once weekly

Loose Top Maintenance:

- Graded all loose top roads twice
- Graded lanes as required.

Roadside Maintenance:

- Trimmed trees obstructing laneways
- Trimmed trees along sidewalks and boulevards obstructing pedestrians and vehicles
- Washed/cleaned Town entrance signs
- Removed trees with the help of FFPC at various locations

Winter Control:

- Mixed sand/salt for winter control
- One (1) event – October 26th
- Plowed all roads and lanes as required
- Sanded/salted roads as required.

Traffic Operations:

- Repaired and replaced signs as required.
- Continued replacing signs that failed reflectivity.

Regular Maintenance:

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

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required.
- Cleaned storage buildings
- Moved all traffic paint to upstairs storage area

Private Work:**Sidewalks – Winter:**

- Cleaned snow and ice from Civic Centre sidewalks
- Cleaned snow and ice from Downtown corners
- Cleaned snow and ice from underpass sidewalks
- Plowed all sidewalks as required.

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

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

Public Relations:

- Delivered barricades and stage to the 200 Block of Scott Street and set up detour for truck route for Scott Street concerts on October 5th and 15th. Removed barricades, stage and detour the day following each concert.
- Installed a sidewalk at the entrance of the new Tennis Courts
- Supplied barricades for Steps Against Stigma walk on October 4th.
- Installed a Memorial Bench along the waterfront
- Removed old storage building by the old bath house at the Point Park

Sewer and Water:

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

Interdepartmental:

- Vacuum excavated for FFPC to install a utility pole on Minnie Avenue North on October 13th
- Cut brush along drainage ditches at the Airport with new skid steer
- Winterized the Sorting Gap Marina on October 17th
- Removed several dead/dying Ash trees from the Point Park area with assistance from FFPC
- Scott Gosman provided coverage for vacation at the Airport from October 24th to 31st.

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded commercial recycling bin as required
- Cleaned up recycling yard as required.

Training:

Health & Safety:

- A Joint Health and Safety Committee Meeting was held on October 19, 2017 in the Public Works Meeting Room.

Milt Strachan,
Superintendent of Transportation

Aircraft Landings 2017
As of January 16, 2018 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	62	64	68	199	231	200	0	0	0	2	0	4	36	29	31	0	0	2	40	29	34	140	122	139	18
Total	918	908	919	3498	3233	3546	49	27	42	136	203	259	498	476	434	357	326	334	561	556	709	2519	2496	2697	23

Fort Frances Airport- Page 2/2 - Fuel Sales - As of January 16, 2018																				
Fuel Sales Recap - 2017									2016	2015	2014	2013	2012	2011	2010	2009	2008	2007	9 year	Variance 2017-2016
	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	per	per	Average	per month
Month	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	month	month	2017 to 2007	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	238	48,262	6,322	167,536	0	200	6,560	215,998	13,797	7,592	6,849	2,028	8,179	2,446	7,641	7,596	13,083	14,733	8,484	-7,237
Total	48,262		167,536		200		215,998		230,222	229,246	189,561	149,926	190,716	158,202	237,638	207,606	316,297	341,078	224,583	-14,224
							Jan to Dec		230,222	229,246	189,561	149,926	190,716	158,202	237,638	207,606	316,297	341,078	224,583	(14224)

Lowest month in last 9 years

Highest month in last 9 years

Highest month

lowest month

Sewer & Water Data for 2017

up-dated Janaury 12, 2018

Month	Days per month	2017	2017	2017	2017	2017	2017	2017	2017	2017	2017	2017-2016	2017-2016	2017	2017	
		Total	daily	Couch.	Couch.	Couch.	Total	daily	Couch.	Couch.	Couch.	Diff	Diff	Difference	Infiltration	
		Sewage	Sewage	Sewage	Sewage	Sewage	Treated	Treated	2 Water	2 Water	Water	Treated	Wastewater	STP-WTP	Infiltration	
		STP	STP	Meters	Meters	%	WTP	WTP	Meters	Meters	%	WTP	STP		daily average	
		cu. meters monthly	cu. meters daily	cu. meters monthly	cu. meters daily		cu. meters monthly	cu. meters daily	cu. meters monthly	cu. meters daily						
January	31	174745	5636.94	13111	422.94	7.50%		114550.0	3695.2	10605.0	342.1	9.26%	-3560.0	-1965.0	60195.0	1941.8
February	28	174956	6248.43	13811	493.25	7.89%		103680.0	3702.9	10605.0	378.8	10.23%	-6570.0	17839.0	71276.0	2545.6
March	31	223183	7199.45	15572	502.32	6.98%		113560.0	3663.2	10785.0	347.9	9.50%	-4500.0	-8182.0	109623.0	3536.2
April	30	256759	8558.63	15613	520.43	6.08%		108330.0	3611.0	10785.0	359.5	9.96%	1590.0	2888.0	148429.0	4947.6
May	31	228551	7372.61	14312	461.68	6.26%		116990.0	3773.9	9850.0	317.7	8.42%	-1590.0	18298.0	111561.0	3598.7
June	30	201914	6730.47	13005	433.50	6.44%		114210.0	3807.0	9850.0	328.3	8.62%	-5980.0	-72302.0	87704.0	2923.5
July	31	212264	6847.23	14818	478.00	6.98%		126300.0	4074.2	10355.0	334.0	8.20%	270.0	-40152.0	85964.0	2773.0
August	31	181956	5869.55	13149	424.16	7.23%		123420.0	3981.3	10355.0	334.0	8.39%	-14080.0	-8702.0	58536.0	1888.3
September	30	174796	5826.53	12631	421.03	7.23%		107620.0	3587.3	9970.0	332.3	9.26%	3360.0	-5489.0	67176.0	2239.2
October	31	183450	5917.74	8210	264.84	4.48%		109480.0	3531.6	9970.0	321.6	9.11%	6430.0	2245.0	73970.0	2386.1
November	30	177999	5933.30	11491	383.03	6.46%		102850.0	3428.3	8630.0	287.7	8.39%	5910.0	8924.0	75149.0	2505.0
December	31	171598	5535.42	10920	352.24	6.36%		105970.0	3418.4	8630.0	278.4	8.14%	-2060.0	-15809.0	65628.0	2117.0
Total	365	2362171		156643				1346960.0		120390.0			-20780.0	-102407.0	1015211.0	2781.4
Monthly Average		196847.6	6473.02	13053.54	429.79			112246.7	3689.5	10032.5	330.2		-1731.7	-8533.9	84600.9	2783.5

2017 - Tonnage at Landfill Site - updated December 15, 2017

[illegible]

TOWN OF FORT FRANCES

MINUTES

February 8, 2017

The meeting of Rainy Lake Market Square Advisory Committee of the Town of Fort Frances was held in the Civic Centre on February 8, 2017 from 12:00 p.m. to 1:19 p.m.

PRESENT: Charleen Mallory, Leanne Mose, MNDM, Ed Gackley, Richard Boileau, Kim Cornell, John McTaggart,

ALSO PRESENT: Travis Rob, Doug Brown, CAO, Ken Perry, Nathalie Donaldson

1. Call to Order - 12:06

2. Disclosure of pecuniary interest and the general nature thereof
None

3. Approval of Previous Committee Minutes

3.1 Approval of the minutes of the June 29, 2016 meeting

Mallory-Perry THAT the meeting minutes be approved as distributed

CARRIED

4. New Business

4.1 Review of pretender drawings (Packages to be distributed at the meeting)
- A number of questions were raised regarding the draft drawings and were noted and brought back to the designer for consideration and revision prior to the completion of tender documents

4.2 Discussion on the inclusion of the Owandem (BIA)
- A discussion was had on the inclusion of the refurbished Owandem in the space, however due to the progress of the design it was decided that it would not be included in this development.

5. Outstanding Items
- None

6. Information
- None

7. Adjourn / Next Meeting Date
1:19pm

Advisory Committee Chair

T. Rob, Manager of Operations & Facilities