

# TOWN OF FORT FRANCES

## Operations and Facilities Executive Committee

### AGENDA - March 21, 2018, 8:30 AM

#### MEETING - Civic Centre

Session #004

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1. <b><u>Call to Order</u></b>	
2. <b><u>Disclosure of pecuniary interest and the general nature thereof</u></b>	
3. <b><u>Approval of Previous Committee Minutes</u></b>	
3.1 Minutes from the previous meeting on March 7, 2018	2 - 3
4. <b><u>Non-agenda Items</u></b>	
5. <b><u>New Business</u></b>	
5.1 Award of Tender 18-OF-02 - Supply of Various Vehicles	4 - 7
6. <b><u>Outstanding Items</u></b>	
6.1 Sewer and Water Installation Rates - Report 2	8 - 13
7. <b><u>Information</u></b>	
7.1 Fort Frances Wastewater Treatment Facility February 2018 Monthly Report	14 - 23
7.2 Sewer and Water Data for 2018	24
7.3 Tonnage at the Landfill Site - updated March 19, 2018	25
8. <b><u>Adjourn / Next Meeting Date</u></b>	

## TOWN OF FORT FRANCES

### MINUTES

SESSION NO. #003

March 7, 2018

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on March 7, 2018 from 8:35 a.m. to 10:21 a.m.

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

ALSO PRESENT: Mayor Roy Avis

#### **1. Call to Order**

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

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

2.1 None

#### **3. Approval of Previous Committee Minutes**

3.1 Minutes from the previous meeting on February 21, 2018 - the minutes were approved as circulated.

#### **4. Non-agenda Items**

4.1 Pothole Patching Machine - Bring to Budget Meeting

#### **5. New Business**

5.1 Renewal of Bearskin Annual Lease - the administration report was accepted as presented.

5.2 2017 Drinking Water System Annual Report - Schedule 22 - the administration report was accepted as presented.

5.3 Award of RFQ 18-OF-01 - Maintenance Services - the administration report was accepted as presented.

#### **6. Outstanding Items**

6.1 Sewer and Water Installation Costs - direction required.

**7. Information**

- 7.1 Sewer and Water Data for 2018 - updated March 1, 2018 - the administration report was reviewed and will be forwarded to Council as information only. No action required.
- 7.2 Changes to the Amended Blue Box Program Plan and Timeline for Implementation - the administration report was reviewed and will be forwarded to Council as information only. No action required.
- 7.3 Aircraft Statistics 2018 - as of March 5, 2018 - the administration report was reviewed and will be forwarded to Council as information only. No action required.

**8. Adjourn / Next Meeting Date**

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Executive Committee Chair

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T. Rob, Manager of Operations & Facilities

March 21, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Award of Tender 18-OF-02 – Supply of Various Vehicles**

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At the February 5 budget meeting the purchase of three vehicles was approved. On February 19, 2018 an advertisement was ran in the Fort Frances Times and on February 22, 2018 copies of the tender were hand delivered to Sunset Country Ford, Jim MacDonald Motors and West End Motors and placed on the Town of Fort Frances website. On Tuesday March 13, 2018 at 2:00pm in the afternoon tenders were opened publicly in the Committee Room of the Civic Centre.

Tenders were received from Sunset Country Ford and Jim MacDonald Motors. The table attached summarize the tenders received as well as the budget allocations

The ½ ton 4X4 Crew Cab truck is for the Airport and will require the runway reporting equipment to be moved from the old truck to the new truck. Additional funds were allocated in the budget for this work to be completed by the equipment vendor.

As the vehicle technology is changing our tender specifications has been evolving as well to ensure that all manufacturers can successfully bid. It is the obligation of administration to point out any areas where the vendors did not meet the specifications.

Sunset Country Ford:

- The ½ ton was specified to have at least a 5' 7" box. Ford is the only brand with a smaller box in the crew cab configuration at 5' 5.9". This difference is not material in nature and the next tender will be revised to account for this.
- The Tender Specified that the braking system be four-wheel ABS with mechanical parking brake. Ford no longer makes vehicles with mechanical parking brakes they are all electronic. This difference is not material in nature and the next tender will be revised to account for this.
- The Tender specifies that brochures are to be provided with the submission. Ford no longer makes print brochures and as such were unable to supply with the tender package. All specifications are available online. This difference is not material in nature and the next tender will be revised to account for this.

Jim MacDonald Motors

- Service/maintenance manuals were supposed to be supplied, these were unavailable. With a local dealer a service manual is not necessary. This difference is not material in nature.
- The SUV was specified to come with front and rear molded splash guards. Only rear are available on this model and the front are part of the body work. This difference is not material in nature.

Based on the above information administration recommends the Following:

1. That the purchase of one ½ ton crew cab four-wheel drive pickup truck be awarded to Sunset Country Ford at a cost of \$34,115.00 plus applicable taxes.
2. That the purchase of one ¾ ton crew cab four-wheel drive pickup truck be awarded to Jim MacDonald Motors at a cost of \$38,601.00 plus applicable taxes

3. That the purchase of one four-wheel drive SUV be awarded to Jim MacDonald Motors at a cost of \$27,317.00 plus applicable taxes.
4. That Mayor and Clerk be authorized to enter into a purchase agreement with both vendors.

Respectfully Submitted



Travis Rob, P.Eng

**Council approval of this report will ensure the following:**

- 1. That the purchase of one ½ ton crew cab four-wheel drive pickup truck be awarded to Sunset Country Ford at a cost of \$34,115.00 plus applicable taxes.**
- 2. That the purchase of one ¾ ton crew cab four-wheel drive pickup truck be awarded to Jim MacDonald Motors at a cost of \$38,601.00 plus applicable taxes**
- 3. That the purchase of one four-wheel drive SUV be awarded to Jim MacDonald Motors at a cost of \$27,317.00 plus applicable taxes.**
- 4. That Mayor and Clerk be authorized to enter into a purchase agreement with both vendors.**

Manager of Operations and Facilities

2018Mar Truck Tender Award 18-OF-02



Vendor	1/2 Ton 4x4 Crew Cab			3/4 Ton 4x4 Crew Cab			4-Wheel Drive SUV		
	Model	Price	Price Incl Town's portion HST	Model	Price	Price Incl Town's portion HST	Model	Price	Price Incl Town's portion HST
Sunset Country Ford	F150	\$34,115.00	\$34,715.42	F250 Superduty	\$44,989.86	\$45,781.68	Escape	\$30,931.00	\$31,475.39
Jim MacDonald Motors	Silverado 1500	\$36,140.00	\$36,776.06	Silverado 2500	\$38,601.00	\$39,280.38	Equinox	\$27,317.00	\$27,797.78
2018 Budget			\$42,000.00			\$43,000.00			\$38,000.00

March 21, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Request from EDAC – Sewer and Water Installation Rates – Report 2**

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This matter was referred to the Operations and Facilities Executive Committee from the Economic Development Advisory Committee on December 4, 2017 where historical costs for sewer and water installations were presented as well as a description on the current costing method. The Operations and Facilities Executive Committee recommended to maintain the current cost-plus method for sewer and water installation to Council twice and it was defeated both times. At the March 7 meeting of the Operations and Facilities Executive Committee direction was sought so that Administration could prepare suitable information to satisfy council in relation to this matter. The direction received both in Council and at the executive was as follows: What are other municipalities using for this type of work, there should be a formal quotation form required prior to any work starting, and there should be a flat rate. Each of these will be addressed through this report.

After the February 26 meeting of Council direction was received to reach out to other municipalities to see what they do for rates to complete this type of work. Below you will find a spreadsheet outlining 11 neighboring municipalities and their rates.

<b>Municipality</b>	<b>Rate</b>	<b>Comments</b>
Kapuskasing	Time and Materials	Materials + 15%
Hearst	Time and Materials	
Greenstone	Cost Recovery + \$300.00 application fee	
Kenora	Do not do this work	Property owner contract work out City Inspect
Dryden	Time and Materials	Time + 70% materials + 30%
Red Lake	Time and Materials	Cost + 15%
Sioux Lookout	Time and Materials	
Thunder Bay	Time and Materials	
Nipigon	Time and Materials	Cost + 10%
Marathon	Time and Materials	
Atikokan	Cost per meter	Sewer or water \$275/m combined \$300/m plus boulevard restoration. Rates have not been reviewed since 2014.

Overwhelmingly those who undertake this work do so at a similar time and materials rate, the mark-up on these rates however vary from municipality to municipality. Municipalities in our area, who had similar ground constraints, weather constraints and are of similar size utilize the same cost-plus model as the Town. The City of Kenora had so many issues with completing this work, they no longer do. It is the responsibility of the property owner to engage a sewer and water contractor to do the work and the City inspects the work. In addition, the City completes the live tap of the water main when the property owner is ready as they must by law, and all of this work is billed at cost recovery per hour.



Currently the Town process, when a property owner must replace the water and sewer services to their property, is that the property owner fills out an application (form attached) and is given an estimate for that work, usually verbally but can be written. The estimate may or may not be detailed depending on the information available to the Town about the site and other underground services in the vicinity and usually is on the high side of typical. Attached to this report is a draft connection quotation sheet. Given the variable nature of digging in the ground it is proposed that the quotation is given an allowance of 25% plus or minus to cover unknowns. In addition, the Town would not be in a position to complete a formal binding quotation until all locates have been received, usually taking 7 days, meaning that the property owner would be waiting in excess of 2 weeks before the Town could start work. This method is not really any better than the current system because the quotation will always be set based on worse case and if we limit our lower value then we stand to profit from a dig that goes better than expected. Further if there is a major complication that is unforeseen or if there are delays caused by the property owner, the Town stands to lose. So, the question is do we estimate the job and bill extra for any unforeseen circumstances or delays or hold to a set value and again have inequalities in the billing. Typically, when billing jobs of this nature our discretion is used, and the bill sent out may not be the full cost of the work to be as fair as possible to the property owner.

The inherent issue with a fixed price for sewer and water installation is that those properties who have shallow sewer and water mains or no sidewalk curb and gutter will pay a higher cost for their services thereby subsidizing those services that are very deep, are in proximity to other underground infrastructure or have sidewalk, curb and gutter. Further the Town is holding the loss until enough 'simple' installations are completed to offset the 'complex' installations. This means that property owners are not truly 'getting what they pay for'. That being said, if Council chooses to adopt a fixed rate model the rates are proposed as follows:

Sewer and water: \$19,000.00

Water only: \$14,000.00

Sewer only: \$14,000.00

\*All rates would be plus applicable taxes.

Overwhelmingly the concern brought forward through this discussion has been that one rate payer should not be subsidizing the installation of another rate payer's installation. These rates are then established high enough so that all installations stand alone, and inequalities will be covered. The down side to this, much the same as with the formalized quotation, the Town will make a profit from most installations.

Based on the above information and direction received, the recommendation of Administration is that the current time and material plus 10% method for the installation of sewer and water services is the fairest method to bill for this work and that continuing to utilize this method will keep the Town in line with neighboring municipalities.

Respectfully Submitted

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

Travis Rob, P.Eng  
Manager of Operations and Facilities

**Council approval of this report will ensure that the current time and material plus 10% method for the installation of sewer and water services is the fairest method to bill for this work and that continuing to utilize this method will keep the Town in line with neighboring municipalities.**

**TOWN OF FORT FRANCES**  
**OPERATIONS & FACILITIES DIVISION**

Public Works Department  
**PRIVATE WORK- SANITARY SEWER, STORM SEWER & WATER INSTALLATION**  
**APPLICATION & COST ESTIMATE**

DATE: _____		APPLICATION FOR SANITARY SEWER SERVICE	<input type="checkbox"/>
COMMENTS: _____		APPLICATION FOR WATER SERVICE	<input type="checkbox"/>
_____		APPLICATION FOR STORM SEWER SERVICE	<input type="checkbox"/>
<hr/>			
<b>TYPE OF PROJECT</b>		DEVELOPMENT	<input type="checkbox"/>
RESIDENTIAL <input type="checkbox"/> COMMERCIAL <input type="checkbox"/>		ENGINEERED	<input type="checkbox"/>
		IF YES, ENGINEERING COMPANY: _____	
		IF YES, HAVE DRAWINGS BEEN RECEIVED: _____	
NAME OF APPLICANT: _____		PHONE: _____	
ADDRESS: _____			
LOCATION OF INSTALLATION: _____			
LOT NO: _____		PLAN NO: _____	BUILDING PERMIT NO: _____
<hr/>			
TYPE OF CONNECTION: _____	SIZE _____	ESTIMATED PRICE: \$	_____
		\$	_____
		\$	_____
		\$	_____
WATER METER _____		\$	_____
ROAD RESTORATION: _____		\$	_____
		TOTAL ESTIMATE: \$	_____

**THIS IS AN ESTIMATE ONLY**

**LOT SERVICING INFORMATION**

ROAD TYPE: \_\_\_\_\_ ASPHALT DEPTH: \_\_\_\_\_ CURB & GUTTER: \_\_\_\_\_ SIDEWALK: \_\_\_\_\_

EXISTING SERVICES TO CROSS: WATER ☐ SANITARY ☐ STORM ☐ GAS ☐ BELL ☐ PUC ☐ TV ☐ OTHER \_\_\_\_\_

EXISTING WATERMAIN SIZE: \_\_\_\_\_ DEPTH: \_\_\_\_\_ MATERIAL: \_\_\_\_\_

EXISTING SANITARY SEWER MAIN SIZE: \_\_\_\_\_ DEPTH: \_\_\_\_\_ MATERIAL: \_\_\_\_\_

EXISTING STORM SEWERMAIN SIZE: \_\_\_\_\_ DEPTH: \_\_\_\_\_ MATERIAL: \_\_\_\_\_

In the event pavement, curb & gutter, sidewalks, yards or driveways have to be broken and repaired to provide a connection, the applicant will be invoiced on actual time and material costs formulated from the current user fees and service charges by-law.

The undersigned hereby makes application to the Town of Fort Frances for the connection(s) of the above noted services(s) at the location stated. The Owner must give ten (10) working days to investigate and prepare an "estimate". Said service(s) to be installed by the Town of Fort Frances, Public Works Department, as soon as possible, at a mutually agreed upon date.

The Owner agrees to pay all costs incurred through the installation of services(s), including special conditions as noted and any damages, direct or consequential, arising from any work authorized by this permit application. It is also agreed that if the account is not paid in full, or alternate arrangements made for payment, within thirty (30) days of invoice, the applicant authorizes the Town of Fort Frances to charge the remaining cost of the installation against the property tax roll and collect the costs in the same manner as taxes.

OWNER/APPLICANT: \_\_\_\_\_ TOWN REPRESENTATIVE: \_\_\_\_\_

DEPOSIT AMOUNT: \$ \_\_\_\_\_ **AGREE/UNDERSTAND THE "DEPOSIT"**

**OWNER'S SIGNATURE**

I, \_\_\_\_\_ hereby authorize the Town of Fort Frances to construct service connections as describe in the above application and agree to pay, before the commencement of work, the deposit based on the flat rates as stated on page 2. of the application and further agrees to make additional payment for the full cost, as determined by the Town, upon the completion of the work.

The final invoice will include all unforeseen charges encountered during the course of the work.

The deposit amount is a flat rate based on an "estimate" using the current prices available to the Engineering Department. An Invoice will be issued upon the completion of actual work for the difference in the final cost and the deposit amount.

**PUBLIC WORKS DEPARTMENT USE ONLY**

INVOICE DATE: _____	INVOICE #: _____	CUSTOMER #: _____
DATE INSTALLATION COMPLETED: _____		
EXTRA COSTS: Details - _____		
_____		
_____		
_____		
		FINAL COST: \$ _____
		\$ _____
		\$ _____
		\$ _____
		\$ _____
		LESS DEPOSIT: \$ _____
		GST: \$ _____
		PST: \$ _____
		TOTAL DUE: \$ _____

## FLAT RATE SERVICE INSTALLATION DEPOSITS

### DEPOSIT AMOUNTS

The following are only DEPOSIT amounts for residential homes and small commercial properties.

**\*\*\*REMEMBER – THESE ARE DEPOSITS – NOT AN ESTIMATE OR QUOTE\*\*\***

	Services to Property Line	
	Residential	Commercial
<b><u>Urban Streets with curb &amp; gutter and sidewalks</u></b>		
Sewer & Water	\$3,000.00	\$4,000.00
Water only <u>OR</u> Sewer only	\$2,500.00	\$3,500.00
<b><u>Urban Streets with curb &amp; gutter OR sidewalks</u></b>		
Sewer & Water	\$2,500.00	\$3,500.00
Water only <u>OR</u> Sewer only	\$2,000.00	\$3,000.00
<b><u>Urban Streets with NO curb &amp; gutter or sidewalks</u></b>		
Sewer & Water	\$2,000.00	\$3,000.00
Water <u>OR</u> Sewer only	\$1,500.00	\$2,000.00

- ❖ An extra \$1,000.00 will be added to any deposit for the installation of a Storm Sewer Connection in conjunction with any other work applied for.
- ❖ Commercial Connection deposit fees may be adjusted (increased) depending on the size of the project (ie: manhole, catch basin, hydrant or directional drilling required). Generally, a deposit of \$10,000.00 is acceptable in such cases.



**FORTFRANCES**  
BOUNDLESS

**SANITARY SEWER AND WATER SERVICE INSTALLATION QUOTATION**

NAME \_\_\_\_\_ DATE \_\_\_\_\_  
LOCATION \_\_\_\_\_  
APPLICANT \_\_\_\_\_ TYPE OF SERVICE \_\_\_\_\_  
☐ APPLICATION RECEIVED QUOTATION BY \_\_\_\_\_  
☐ APPLICATION APPROVED

**Excavation:**

Labour: \_\_\_\_\_ hr at \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_  
Equipment:  
1/2 Ton Trucks: \_\_\_\_\_ hr at \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_  
Excavator: \_\_\_\_\_ hr at \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_  
Tandem Trucks: \_\_\_\_\_ hr at \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_  
Loader: \_\_\_\_\_ hr at \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_  
Hydrovac: \_\_\_\_\_ hr at \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_

Materials: \$ \_\_\_\_\_

**Total Excavation \$ \_\_\_\_\_**

**Sanitary Sewer:**

\_\_\_\_" PVC SDR Pipe \_\_\_\_\_ m at \$ \_\_\_\_\_ per meter = \$ \_\_\_\_\_  
Sanitary Sewer Saddle: \$ \_\_\_\_\_  
Sanitary 90°: \_\_\_\_\_ at \$ \_\_\_\_\_ each = \$ \_\_\_\_\_  
Sanitary 45°: \_\_\_\_\_ at \$ \_\_\_\_\_ each = \$ \_\_\_\_\_  
Sanitary 22.5°: \_\_\_\_\_ at \$ \_\_\_\_\_ each = \$ \_\_\_\_\_

**Total Sanitary Materials (tax inclusive): \$ \_\_\_\_\_**

**Water:**

Saddle: \$ \_\_\_\_\_  
Corporate Stop: \$ \_\_\_\_\_  
3/4" Copper Pipe: \_\_\_\_\_ m at \$ \_\_\_\_\_ per meter = \$ \_\_\_\_\_  
Curb Stop: \$ \_\_\_\_\_  
Curb Stop Box: \$ \_\_\_\_\_  
Curb Stop Rod: \$ \_\_\_\_\_

**Total Water Materials (tax inclusive): \$ \_\_\_\_\_**

Service Installation Labour: \_\_\_\_\_ hr at \$ \_\_\_\_\_ per hr = \$ \_\_\_\_\_

Asphalt Patch: \_\_\_\_\_ m x \_\_\_\_\_ m = \_\_\_\_\_ m<sup>2</sup>

Asphalt Cost: \$ \_\_\_\_\_ per m<sup>2</sup>

Patch Cost (tax Inclusive): \$ \_\_\_\_\_

Concrete Curb and Gutter: \_\_\_\_\_ m

Concrete Curb and Gutter Cost: \$ \_\_\_\_\_ per m

**Total Concrete Curb and Gutter Cost (tax Inclusive): \$ \_\_\_\_\_**

**Boulevard Restoration:**

Labour: \_\_\_\_\_ hr at \$ \_\_\_\_\_ per hour = \$ \_\_\_\_\_

Materials: \$ \_\_\_\_\_

**Total Boulevard Restoration (tax inclusive): \$ \_\_\_\_\_**

**TOTAL QUOTATION PRICE\*: \$ \_\_\_\_\_**

\*Quoted price good for 30 days. Quotation variance ± 25%. Quotation is inclusive of applicable taxes.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



**Ontario Clean Water Agency**  
**Agence Ontarienne Des Eaux**

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

March 14, 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  
February 2018 Monthly Report**

As per the operating agreement, the attached document is the February 2018 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,

A handwritten signature in black ink, appearing to read "Kelly C." followed by a stylized flourish.

Kelly Cunningham  
Team Lead

For Larry Wachter  
Sr. Operations Manager

**The Corporation of the Town of Fort Frances  
Wastewater Treatment Plant  
(Sewage Plant)  
February 2018 Monthly Operations Report**

## **INTRODUCTION**

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of February 2018; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

## **DESCRIPTION OF WORKS**

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

The Fort Frances Sewage Treatment Plant operates under *Environmental Compliance Approval Number 6786-A44PWG*. The ECA outlines the terms and conditions, and the report captures these terms and conditions in the following sections.

## **LABORATORY**

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

## FEBRUARY 2018 EFFLUENT QUALITY

<i>Parameters</i>	<i>Monthly Actual Concentration mg/L</i>	<i>Compliance Criteria Concentration mg/L</i>	<i>Performance Objective Concentration mg/L</i>	<i>Monthly Actual Loading, kg/d</i>	<i>Compliance Criteria Loading kg/d</i>	<i>Performance Objective Loading kg/d</i>
CBOD <sub>5</sub>	2.5 mg/L	25 mg/L	15 mg/L	13.0 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	6.2 mg/L	25 mg/L	15 mg/L	32.5 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.17 mg/L	1.0 mg/L	0.9 mg/L	0.87 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	11.1 mg/L 3.49 mg/L					
Total Cl <sub>2</sub> Residual		<0.01 mg/L (when in use)				
E-Coli		14.1 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 7.1 to 7.8; average pH was 7.3		
Temperature degrees C				Temperatures ranged from 8.0 to 8.5 C; average temperature of effluent was 8.0 C		

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

### WASTEWATER LIQUID PROCESS

The average daily flow for February was 5267.8 m<sup>3</sup>/day. This represents 59% of the design average flow. Total treated flow for the month was 147497 m<sup>3</sup>.

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

\*\*The Town of Fort Frances accepted an additional 81.8 m<sup>3</sup> of untested sewage from the New Gold mine site into the collection system in February.



## INVENTORY

Chemical	End of Month Status	Units
Hypochlorite	980 +/- @ 8.0% +3x205 L @ 12%	Liters
Alum	12.0 +/- @ 55 %	Cubic meters
Polymer	4 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
- Weekly manifold wash on the Fournier press
- Cleaned DO probes
- Drained and inspected teacup and snail
- Removed ice from manhole 8 grating
- Thawed frozen sump line in aeration channel
- Replaced missing linkage from polymer water proportioning valve

### Pump Stations:

- Ran gensets
- Changed seal water strainers
- Pulled and cleaned Pump 1 at Central Avenue lift station
- Cleaned the drywell at Central Avenue lift station
- Fuel tank was filled at Central Avenue lift station
- Sent out pump 2 from Central Avenue lift station for repair
- Replaced the generator batteries at Central Avenue lift station

## **PROCESS AND OPTIMIZATION ISSUES**

We would like a Fournier press technician to come back to complete optimization as the polymer water booster pump has been installed and 18% TS was not met.

## **SLUDGE SUMMARY**

Asselin Storage and Transportation Limited hauled a calculated total of 108.3 m<sup>3</sup> (11 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 17.8 % TS for the month which is under the 18% guideline and slump test results from the landfill have not been provided.

## **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 566 (x 180 multiplier) kWh.  
The Town has asked Associated Engineering to arrange for a Fournier press technician to come back to complete optimization as the polymer water booster pump has been installed and 18% TS was not met.

## **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)

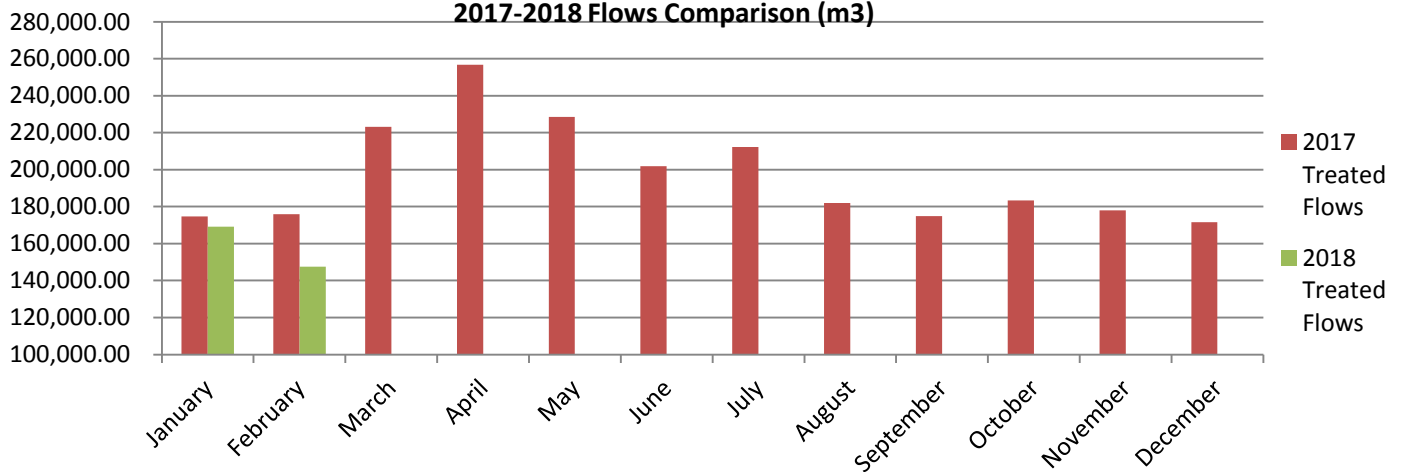
Month	Sewage Flows Year 2018					Usage	Calculated	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.972972973	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.959744409	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.928571429	
January	5458.1	5955	169201		169201	61%	128.9	13		
February	5267.8	5685	147497		147497	59%	108.3			
March						0%				
April						0%				
May						0%				
June						0%				
July						0%				
August						0%				
September						0%				
October						0%				
November						0%				
December						0%				
Sum				0	316698		237.2	13		
Average	5363		158349		158349	60%	118.6	13.0		
Max		5955	169201		169201			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	102.6	3.3	18.1	155.8	6.4	34.8	2.64	0.22	1.19	19.4	8.1	69.5
February	112.0	2.5	13.0	157.2	6.2	32.5	2.82	0.17	0.87	21.8	11.1	14.1
March												
April												
May												
June												
July												
August												
September												
October												
November												
December												
Average	107.3	2.9	15.6	156.5	6.3	33.7	2.7	0.20	1.03	20.6	9.6	41.8
Max	112	3.3	18.1	157.2	6.4	34.8	2.8	0.22	1.19	21.8	11.1	69.5
C of A		25	225		25	225		1.0	9.0	200	6.0	200

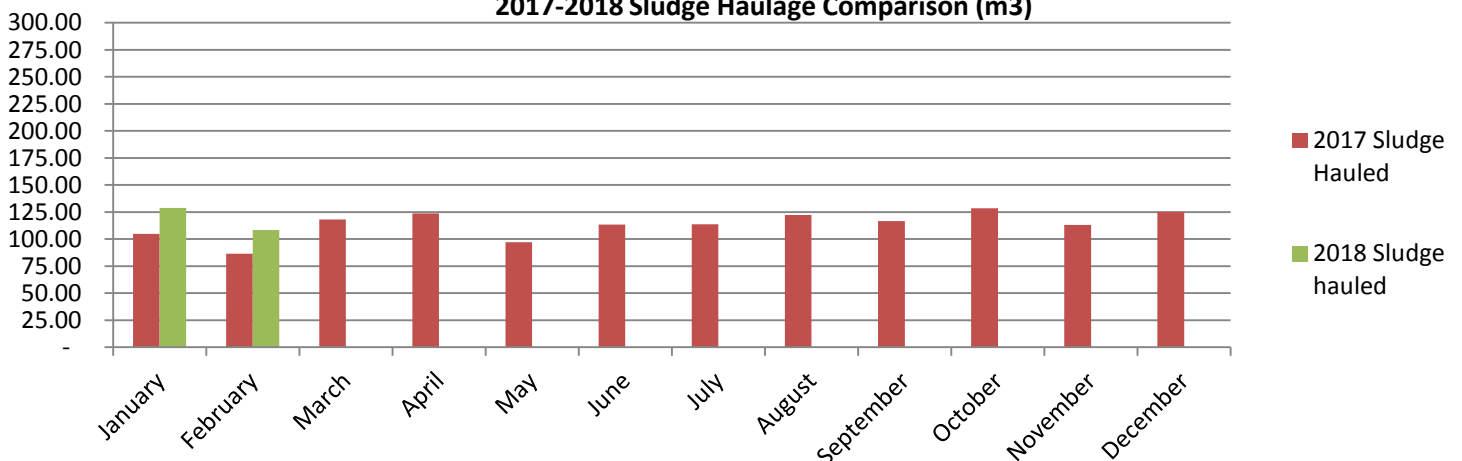
### 2017-2018 Comparison Chart

Month	2017 Treated Sewage	2018 Treated Sewage	% Variance 2017 to 2018	2017 Hauled Sludge	2018 Hauled Sludge	% Variance 2017 to 2018
	m3	m3	m3	m3 (calculated)	m3 (calculated)	m3
January	174,745.00	169,201.00	-3%	104.90	128.90	23%
February	175,956.00	147,497.00	-19%	86.50	108.30	25%
March	223,183.00			118.10		
April	256,759.00			123.70		
May	228,551.00			97.20		
June	201,914.00			113.50		
July	212,264.00			113.80		
August	181,956.00			122.20		
September	174,796.00			116.50		
October	183,450.00			128.50		
November	177,999.00			113.10		
December	171,598.00			125.10		
<b>Totals</b>	<b>2,363,171.00</b>	<b>316,698.00</b>	<b>-646%</b>	<b>1,363.10</b>	<b>237.20</b>	<b>-83%</b>

2017-2018 Flows Comparison (m3)



2017-2018 Sludge Haulage Comparison (m3)



Workorder Summary Report

Report Start Date: Feb 1, 2018 12:00 AM

Report End Date: Feb 28, 2018 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
<a href="#">664493</a>	0000227429	PUMP CENT VERTICAL NON CLOG SEWAGE #3 P3 FIFTH ST	1103, 5th St. Pumping Station, Process	CALL	REFURBISH/REPLACE/REPAIR	0		Fifth Street Pump Fail Alarm 1103	COMP		2/21/18 10:15 PM	2/22/18 02:15 AM	Fifth Street Pump Fail Alarm -I arrived at the lift station to find no issues so I reset the main beakers and pump resets. I then pumped all three pumps on hand and watched one cycle. All was good.
<a href="#">664577</a>	0000227429	PUMP CENT VERTICAL NON CLOG SEWAGE #3 P3 FIFTH ST	1103, 5th St. Pumping Station, Process	CALL	REFURBISH/REPLACE/REPAIR	0		Fifth Street Pump Fail Alarm 1103	COMP		2/22/18 08:45 PM	2/22/18 09:45 PM	Fifth Street Pump Fail Alarm -I arrived at the lift station to find all pumps to be functioning fine. I reset all pumps then pumped each on hand to find all to be normal. I then powered down the PLC for a reboot and repowered after one minute and it repowered fine. After returning to the plant and watching a few pump cycles and looking at SCADA trending nothing stood out .

Workorder Summary Report

Report Start Date: Feb 1, 2018 12:00 AM

Report End Date: Feb 28, 2018 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
<a href="#">664677</a>			1103, Fort Frances WPCP, Facility, Power Distribution	CAP	REFURBISH/ REPLACE/ REPAIR	0		Plant power failure call in	COMP		2/25/18 02:50 AM	2/25/18 06:00 AM	Plant power failure call in - I was called by the auto dialer for a plant power failure at 0250 hours. I called communique Action and drove to the plant, arriving at 0335. I reset the phase loss protection, reset power and brought all equipment back on line. While monitoring plant process and acknowledging alarms I noted that the generator at Central Avenue lift station was still running. I drove to the station to check on the situation and found that a Fort Frances Power Corporation crew and the fire department were onsite as there had been a fire on the pole feeding power to the station. After speaking to the crew it became obvious that it could be many hours before power was restored so I called our fuel supplier to top up the generator fuel tank. I left messages with Doug Herr from the town and Larry Wachter and also spoke to Brad McMahon about the power situation. Power was restored by end of normal day shift.
<a href="#">658018</a>			1103, Fort Frances WPCP	OPER	COMPLIANCE	1	MONTHS	WISKI Review (1m) 1103	COMP	2/1/18 12:00 AM	3/9/18 08:17 AM	3/9/18 08:17 AM	
<a href="#">657982</a>	0000227376	PANEL ALARM/ DIALER	1103, Fort Frances WPCP, Process, Process Control & Monitoring	PM	INSPECTION	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1103	COMP	2/1/18 12:00 AM	2/19/18 10:00 AM	2/19/18 11:21 AM	We test alarm daily -We test alarm daily.
<a href="#">657986</a>			1103, Fort Frances WPCP	PM	REFURBISH/ REPLACE/ REPAIR	1	MONTHS	Diesel Gensets Inspection/ Functional Tests (1m) 1103	COMP	2/1/18 12:00 AM	2/16/18 08:48 AM	2/16/18 08:48 AM	Diesel Gensets Inspection/ Functional Tests (1m) 1103 -Exercised gensets. Fluids good.
<a href="#">658002</a>			1103, Fort Frances WPCP	PM	HEALTH AND SAFETY	1	MONTHS	Health And Safety Inspection (1m) 1103	COMP	2/1/18 12:00 AM	2/19/18 08:30 AM	2/19/18 09:30 AM	Monthly H&S -Still outstanding construction issues.
<a href="#">658013</a>			1103, Fort Frances WPCP	PM	INSPECTION	1	MONTHS	TPM Inspection/Maintenance (1m) 1103	COMP	2/1/18 12:00 AM	3/5/18 07:56 AM	3/5/18 07:56 AM	

Workorder Summary Report

Report Start Date: Feb 1, 2018 12:00 AM

Report End Date: Feb 28, 2018 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
<a href="#">658387</a>			1103, Fort Frances WPCP	PM	INSPECTION	1	MONTHS	Blowers/Motors Inspection/Service (1m/3m) 1103	COMP	2/1/18 12:00 AM	2/18/18 12:15 PM	2/18/18 01:15 PM	Monthly Blowers -Changed oil in blowers 3 & 4 and checked air filters.
<a href="#">658395</a>	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	2/1/18 12:00 AM	3/5/18 07:47 AM	3/5/18 07:47 AM	Drain/Inspect teacup and snail -There was no debris in the snail when inspected. Lubrication and tensioning of drive chain was completed on February 16th.

**Sewer & Water Data for 2018**  
up-dated March 19, 2018

Month	Days per month	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018	2018-2017	2018-2017	2018	2018
		Total	daily	Couch.	Couch.	Couch.	Total	daily	Couch.	Couch.	Couch.	Diff	Diff	Difference	Infiltration
		Sewage	Sewage	Sewage	Sewage	Sewage	Treated	Treated	2 Water	2 Water	Water	Treated	Wastewater	STP-WTP	daily average
		STP	STP	Meters	Meters	%	WTP	WTP	Meters	Meters	%	WTP	STP		
		cu. meters	cu. meters	cu. meters	cu. meters		cu. meters	cu. meters	cu. meters	cu. meters					
		monthly	daily	monthly	daily		monthly	daily	monthly	daily					
January	31	169201	5458.10	10220	329.68	6.04%	119180.0	3844.5	8275.0	266.9	6.94%	4630.0	-5544.0	50021.0	1613.6
February	28	147497	5267.75	8365	298.75	5.67%	107410.0	3836.1	8275.0	295.5	7.70%	3730.0	-27459.0	40087.0	1431.7
March	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-113560.0	-223183.0	0.0	0.0
April	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-108330.0	-256759.0	0.0	0.0
May	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-116990.0	-228551.0	0.0	0.0
June	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-114210.0	-201914.0	0.0	0.0
July	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-126300.0	-212264.0	0.0	0.0
August	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-123420.0	-181956.0	0.0	0.0
September	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-107620.0	-174796.0	0.0	0.0
October	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-109480.0	-183450.0	0.0	0.0
November	30		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-102850.0	-177999.0	0.0	0.0
December	31		0.00		0.00	#DIV/0!		0.0		0.0	#DIV/0!	-105970.0	-171598.0	0.0	0.0
Total	365	316698		18585			226590.0		16550.0			-1141150.0	-2147880.0	90108.0	246.9
Monthly Average		158349	893.82	9292.5	52.37		113295.0	640.0	8275.0	46.9		-93364.2	-170456.1	7509.0	253.8



2017 - Tonnage at Landfill Site - updated March 19, 2018

2017 - Tonnage at Landfill Site - updated March 19, 2018												2017	2018				
MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2017	Average last 10 years	2018	Total Fees	Average last 10 years	Total Fees	2018-2017 Tonnes	2017-2016 Fees		
								Total Tonne	Total Tonne	Total Tonne		Fees 2008 to 2017					
JAN	139.64	28.17	345.27	69.65	10.78	2.17	0.00	450.85	360.13	495.69	\$26,266.82	\$17,849.10	\$30,177.28	44.84	\$3,910.46		
FEB	125.00	30.75	272.44	67.03	9.02	2.22	0.00	349.66	306.73	406.46	\$20,191.04	\$15,355.62	\$23,347.65	56.80	\$3,156.61		
MAR		#DIV/0!		#DIV/0!		#DIV/0!		466.01	411.69	0.00	\$28,951.58	\$21,321.44		-466.01	-\$28,951.58		
APRIL		#DIV/0!		#DIV/0!		#DIV/0!		630.91	574.04	0.00	\$40,385.84	\$30,505.60		-630.91	-\$40,385.84		
MAY		#DIV/0!		#DIV/0!		#DIV/0!		741.59	719.34	0.00	\$43,112.32	\$36,978.61		-741.59	-\$43,112.32		
JUNE		#DIV/0!		#DIV/0!		#DIV/0!		663.02	846.85	0.00	\$40,162.52	\$38,270.35		-663.02	-\$40,162.52		
JULY		#DIV/0!		#DIV/0!		#DIV/0!		588.46	673.76	0.00	\$37,823.17	\$37,267.74		-588.46	-\$37,823.17		
AUG		#DIV/0!		#DIV/0!		#DIV/0!		671.06	657.07	0.00	\$39,355.84	\$34,723.56		-671.06	-\$39,355.84		
SEPT		#DIV/0!		#DIV/0!		#DIV/0!		637.12	651.51	0.00	\$41,057.14	\$34,879.94		-637.12	-\$41,057.14		
OCT		#DIV/0!		#DIV/0!		#DIV/0!		655.43	803.03	0.00	\$40,341.88	\$40,187.03		-655.43	-\$40,341.88		
NOV		#DIV/0!		#DIV/0!		#DIV/0!		370.13	569.91	0.00	\$24,926.28	\$29,432.34		-370.13	-\$24,926.28		
DEC		#DIV/0!		#DIV/0!		#DIV/0!		330.97	416.38	0.00	\$19,868.57	\$21,716.47		-330.97	-\$19,868.57		
Average per monthly																	
Total																	
Town of Fort Frances Tonnage																	
Total Tonnage																	
Residential Tonnage																	
ICI Tonnage																	
Coverage material																	