

# TOWN OF FORT FRANCES

## Operations and Facilities Executive Committee

### AGENDA - May 9, 2018, 8:30 AM

#### MEETING - Civic Centre

Session #007

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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 April 18, 2018.	3 - 4
4. <b><u>Non-agenda Items</u></b>	
5. <b><u>Items Referred from Council</u></b>	
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**8. Adjourn / Next Meeting Date**

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #006

April 18, 2018

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on April 18, 2018 from 8:30 a.m. to 9:15 a.m.

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

ALSO PRESENT: Mayor Roy Avis

**1. Call to Order**

1.1 The meeting was called to order at 8:38 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 April 4, 2018 - the minutes were approved as presented.

**4. Non-agenda Items - In-Camera**

4.1 Potential property acquisition - Scott Street

**5. New Business**

5.1 Application to the Municipal Asset Management Program - the administration report was approved as recommended.

5.2 Enterprise Car Rental Airport Counter Lease Renewal - the recommendation was approved as presented.

5.3 February 2018 Drinking Water Systems Monthly Summary Report - the water report for February was approved as presented.

5.4 March 2018 Drinking Water Systems Monthly Summary Report - the water report for March 2018 was approved as presented.

**6. Outstanding Items**

- 6.1 Sewer and Water Installation Costs - the item is to be brought straight to Committee of the Whole under Operations and Facilities.

**7. Information**

- 7.1 Fort Frances Wastewater Treatment Facility March 2018 Monthly Report - the Wastewater Report for March was reviewed and will be forwarded on to Council as information only. No action required.
- 7.2 Operations and Facilities Division - Environmental Area - Operations Statistics - January 2018 - the January 2018 Environmental Report was reviewed and will be forwarded to Council as information only. No action required.
- 7.3 Operations and Facilities Division - Environmental Area - February 2018 - the February 2018 Environmental Report was reviewed and will be forwarded to Council as information only. No action required.
- 7.4 Tonnage at the Landfill Site - updated April 13, 2018 - the Landfill Statistics were reviewed and will be forwarded to Council as information only. No action required.
- 7.5 Sewer and Water Data for 2018 - updated April 13, 2018 - the Sewer and Water statistics were reviewed and will be forwarded to Council as information only. No action required.
- 7.6 Airport Statistics 2018 - updated April 13, 2018 - the Airport Statistics 2018 were reviewed and will be forwarded to Council as information only. No action required.

**8. Adjourn / Next Meeting Date**

- 8.1 The meeting was adjourned at 9:15 a.m.

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Executive Committee Chair

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T. Rob, Manager of Operations & Facilities



May 9, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Letter from Lori Drennan RE Frozen Water Line**

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At the April 23, 2018 meeting of Council, a letter from Ms. Lori Drennan regarding billing for frozen water line from February was referred to the Operations and Facilities Executive Committee. Attached to this report is a summary of the work completed and forms making up the work requisition process.

It has been the practice for numerous years that the first time, annually, that a water service freezes the Town will thaw it at no cost to the property owner, the second or subsequent time the line freezes, it is the property owner's responsibility to pay for the thawing. This instance both times that the Town was called to thaw the water was on a weekend which results in a higher than normal rate for billing. Per the Town collective agreement any call out of staff is a minimum of four hours with two staff. The Town user Fee By-Law outlines our call out rates for all staff and vehicles and equipment.

All of our staff, particularly those on the on-call rotation, are well versed at making sure that property owners are aware of the costs associated with our staff coming to undertake work after hours. As noted in Doug Herr's report, it is impossible to know if the water was turned off in the home which lead to the second frozen service.

It is the recommendation of the Operations and Facilities Executive Committee that the billing for thawing the frozen water line on February 18, 2018 remain and that no further action be taken.

Respectfully Submitted



Travis Rob, P.Eng

**Council approval of this report will ensure that the billing for thawing the frozen water line on February 18, 2018 remain and that no further action be taken.**

Manager of Operations and Facilities

## **833 Armit Avenue**

Lori Drennan

### **Re: Frozen Water Service**

In receipt of a letter addressed to Council from Lori Drennan regarding thawing of a frozen water service line above the above residence.

First, the information within the letter is accurate, except for turning on their tap to allow the water to flow. There is no way for Town to verify if this happened or not.

The first time the Town thawed the water service, Sunday February 11, 2018 it was determined that the water line was froze within the street which resulted in no charges to the property owner. Since the work of thawing the water service, the second time was also done on Sunday, February 18, 2018 the owner was charged \$426.45, as indicated on the form.

She did sign the Work Requisition form authorizing work to thaw the water service line. This form explains the charges and procedures for thawing water service lines. Also, on the second page of the Work Requisition there is a statement in bold print that clearly states **"\*\*If during the same winter season, the property owner requires the Town to repeat thawing of their water service line, all costs will be paid 100% by the property owner."** This was the case here. See attached Work Requisition (Frozen Waterlines), signed by Owner.

As mention earlier, there is no way for the Town to determine if the water was turned off, by mistake or otherwise prior to the service line freezing the second time.

In view of the information above, she was or should have been aware of the charges for the Town to thaw the water service. Therefore, I am not in favour of having the charges reversed.

Prepared By: Douglas Herr  
Environmental & Facilities Superintendent

To Fort Frances Town Council,



On Feb. 11 2018 our waterline at 833 Armit Ave. froze, we called Public Works and the crew came and thawed the line. It was determined at that time that the line was frozen on town property. The crew left instructions that a tap should be left running at about a pencil stream. We were also informed that if the line froze again there would be a charge to thaw it. We set a tap at the recommended flow and exactly one week later on Feb. 18 the line froze again on town property, we explained to the crew that we had a tap running and it froze again, the crew recommended increasing the flow, we now have two taps running and have not had any further issues. We have received a bill in the amount of \$426.45 we find it difficult to understand why such an extraordinary amount has been billed to us for an issue that clearly is not on my property but is on town property. We do understand that there are costs involved to the town to have crews on call as well as equipment costs, but to bill such a large amount for the time involved and again the issue is on town property not ours is wrong and uncalled for, as tax paying citizens we have contributed to payment of these services through taxes. We believe this charge should be reversed, thank you for your consideration of this issue.

Lori Drennan

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Tyler Reinson

## TOWN OF FORT FRANCES

WORK REQUISITION  
(FROZEN WATERLINES)DATE FEB 18/18TIME 7:44 AMPHONE # 274-6246NAME OF PERSON REQUESTING WORK TYLER REINSONNAME OF OWNER SAMEADDRESS 833 ARMIT AVE

BILLING ADDRESS (if different from above) \_\_\_\_\_

The undersigned has read the attached forms and accepts the conditions and all charges incurred and by signing, hereby authorizes the Town of Fort Frances, Operations & Facilities Division to carry out the following work, namely:

THAW FROZEN WATERLINE 166.95cell @ 275-630050-080-0832-0430-40595~~no bid~~4 hour call out @ 426.45 no hist.

Date \_\_\_\_\_



Signature of Property Owner or Authorized Rep.

Print Name of Owner or Authorized Representative \_\_\_\_\_

Work Order Prepared By: T. LAWWork Carried Out By: GEORGE BRUYERE

Revised December 20, 2017

## **TOWN OF FORT FRANCES WATER SERVICE MAINTENANCE AUTHORIZATION**

It is understood that the property owner is responsible for that portion of the line, which is on private property.

### **CHARGES:**

1. The standard charges for work performed during regular working hours:
  - a) **\$166.95/hr** (includes 2 employees @ \$43.25/hour each, DBH thawing machine with ¾ ton truck @ \$80.45/hour).
2. Minimum charges for one (1) hour overtime:
  - a) **\$210.15/hr** (includes 2 employees @ \$64.85/hour each, DBH thawing machine with ¾ ton truck @ \$80.45/hour).
3. Minimum charges for any callout after regular working hours or on weekends:
  - a) **\$426.45** - Four (4) hours labour for each of two (2) employees (4 x 2 x \$43.25 = \$346.00), equipment, (DBH thawing machine with ¾ ton truck) @ \$80.45/hour.
4. Minimum charges on a statutory holiday:
  - a) **\$ 772.45** - Eight (8) hours labour for each of two (2) employees (8 x 2 x \$43.25 = \$692.00), equipment, (DBH thawing machine with ¾ ton truck) @ \$80.45/hour.

**\*\*If during the same winter season, the property owner requires the Town to repeat thawing of their water service line, all costs will be paid 100% by the property owner.**

### **PROCEDURES:**

The following procedures are to be followed for thawing frozen waterlines;

- a) That the Town first try thawing from the house to curb stop at the property line. If successful the property owner or tenant would pay 100% of all costs.
- b) If the Town was unable to make a proper current flow connection at the curb stop or if the Town was unable to locate the curb stop, the Town would then try thawing from the house to the watermain. If successful the property owner would pay 50% of all costs.
- c) If the Town make proper current flow connections between the house and the curb stop and are unable to thaw the line, the Town would then try thawing from the house to the watermain. If successful the Town would absorb all the cost with no costs going to the property owner or tenant.
- d) If it is determined that the problem is correctable, the service will be scheduled for remedial work the following summer.

**TOWN OF FORT FRANCES**  
**PRIVATE WORK REPORT FORM**

DATE Feb 19 2019 TIME 9:00 am -

Explain in detail (identify procedures followed to resolve frozen water line):

Thread from CB at 933 to the wire at 837  
two cables  
20 min.

If callout - Received by: Irish

- Work done by: Jay & Travis

**To be filled out by Superintendent:**

Bill to be issued: Yes ☒ No ☐

Remarks of Foreman or Superintendent BILL OWNER - 4HR CALLOUT

- SECOND TIME - DBH MACHINE  
J.H.

TOWN OF FORT FRANCES

PRIVATE WORK REPORT FORM

DATE Feb 11/18 TIME 3:30 PM - 5:30 PM

Explain in detail (identify procedures followed to resolve frozen water line):

Thawed Frozen Water - 2 cables from  
C/s at 833 to Thaw Wire at 837.  
Good connection, thawed in 25 min.

If callout - Received by: G. Wiedenhoeff  
- Work done by: G. Wiedenhoeff / J. Bruyer

To be filled out by Superintendent:

Bill to be issued: Yes \_\_\_\_\_ No ✓

Remarks of Foreman or Superintendent J.H.







Administration & Finance Division  
Planning & Development Division  
Phone: 807-274-5323  
Fax: 807-274-8479

Mailing Address for All Divisions:  
Civic Centre  
320 Portage Avenue  
Fort Frances, ON  
P9A 3P9



Operations & Facilities Division  
Phone: 807-274-9893  
Fax: 807-274-7360

Community Services Division  
Phone 807-274-4561  
Fax: 807-274-3799

email: town@fortfrances.com  
www.fort-frances.com

April 25, 2018

St. Francis School  
Attn: Ms. Artina Gurski, Grade 5 Class  
675 Flinders Ave, Fort Frances, ON  
P9A 3L2

Dear Ms. Gurski:

At their meeting Monday March 26, 2018, Council referred the Written Letters as a Class Assignment from the Grade 5 Students at St. Francis School re: Opinions about the Pollution created by the use of plastic water bottles and possible solutions to the Operations and Facilities Executive Committee for recommendation.

By copy of this letter, your request has been referred as directed.

Please direct any questions you may have to T. Rob, Manager Operations and Facilities, at 274-9893 ext.1316.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION

Kathryn M. Lawson, Deputy Clerk

/kl

c.c. Operations and Facilities Executive Committee  
Attn: T. Rob, Manager Operations & Facilities

April 12, 2018

Dear Mayor Avis and Members of the Fort Frances Town Council,



The Grade 5 students in St. Francis have written letters to you as a school assignment. They wanted to voice their opinion about the pollution that water bottles create, and perhaps look at some solutions we could implement in Fort Frances to help with this problem. We would appreciate hearing from you in any capacity. If you would like to visit our classroom, write us a letter, or send some representatives to address our concerns we would be very pleased. Thank you.

Yours in Catholic Education,

Artina Gurski

Grade 5 / St. Francis School

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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hi my name is AvahC., and I am 10 years old. I'm in Mrs. Gurski's class, and Mrs. Gurski teaches grade 5. I like to bead feathers at the Friendship Center, and I like indoor soccer and skating. I also enjoy swimming and many other things. I am writing to you about plastic in our lakes, oceans and rivers, and how I want to solve that problem.

I want to solve this problem because I searched up some facts and this is what I found out. Only one out of five water bottles are recycled, and the rest becomes garbage left in the ground or buried somewhere. Another fact is that 44% of sea birds, 22% of sea turtles and a growing list of fish have been documented as having plastic in or around their bodies. Isn't that horrible! There's many other facts too, and my class and I want to change these horrible facts.

However, I won't leave you hanging. I will tell you some ways to avoid pollution and all these plastic water bottles in our oceans, lakes and rivers. A way we could solve pollution is to have a community fundraiser to raise money to buy "water stations". We could to put them around town at the Fort Frances Technology Center, Sportsplex, the museum and the Town Hall. You could also put up signs around town about these horrible facts and have recycling bins under them. Or you could make a bylaw about having no plastic water bottles in the town of Fort Frances.

Thank you for reading my letter, and I hope to hear from you soon.

From,

Avah C

Avah C.

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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hi, my name is Jarred Galusha, and I like sports. My mom works at the Town Hall. I go to St Francis School, and my teacher is Mrs. Guski. I'm writing to you and the Town Council, because plastic bottles are polluting the whole world.

1500 plastic water bottles end up as waste in landfills, or thrown in the ocean every second. Every single second 1000 people open a bottle of water. Plastic water bottles are killing the world.

Here are some ideas of how to replace plastic water bottles. You can make a bylaw against plastic bottle in Fort Frances. You can even make and sell reusable water bottles.

Thanks for reading my letter, and I hope to hear from you soon.

Sincerely,  
Jarred Galusha  
*Jarred Galusha*

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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hello, my name is Kassidy Gurniak. I go to St. Francis School, I am in Mrs. Gurski's class in grade 5. Some of my favourite subjects in school are science, gym, and lunch. I play some sports outside of school, such as , hockey, soccer, baseball and more. I really like to go hunting, fishing, riding dirt bikes ,and four wheeling around the yard and in fields. Sometimes I even go with my friends. I am writing to you because of all the pollution in the world, especially with plastic water bottles.

Plastic water bottles make up almost half of the world's pollution. They are also killing animals every minute. More than 1000 people open a plastic water bottle every second. When you think of it , that's a lot of sea animals gone. We throw away so much plastic it can circle the earth about 4 times. But even worse, we're harming our world with plastic bottles. So, I'm trying to save sea animals and try to change the world by stopping plastic bottle pollution. That would be magnificent!

Now, I will give you suggestions on how to stop this tragedy. Our class came up with some ways to help our world. One idea is fundraising money for reusable water bottle vending machines, exactly like the machines with candy in them. We can have water fountains around town, downtown, town buildings , and many more places. You and town council can maybe have a meeting to ban plastic water bottles. We can encourage people to stop buying them and to cut up their plastic pop can rings to help animals and our world.

Thank you for reading this letter and, thank you for your time. I will be interested in hearing from you. You maybe will come in and have a discussion with our class about plastic water bottles! We would love that.

Sincerely,  
Kassidy Gurniak

Kassidy  
Gurniak

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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hi, my name is Caleb Bouvier, and I really like sports. I play hockey, basketball, baseball, soccer, football and lacrosse. In class, our teacher Mrs. Gurski is teaching us how plastic water bottles are bad for the environment. I am writing to you because me and my class want you to ban plastic water bottles.

Here are some devastating facts about plastic water bottles. Did you know that we throw away so much plastic it could circle the earth four times. Here's another fact. North Americans throw away 35 billion plastic bottles a year. Those are two devastating facts about plastic water bottles.

I think we could replace plastic water bottles with reusable water bottles. We could make a commercial telling people how disgusting plastic water bottles are. You could ban them from Fort Frances, and that would help the environment. You could really make a difference to our world.

Thank you for reading my ideas. My class and I look forward to hearing from you and the town council. I hope you will consider my and myb classes' ideas.

Sincerely,

Caleb Bouvier

Caleb Bouvier

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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hello, my name is Cadence Smith-Anderson and I am an 11 year old child . I have two little brothers named Sebastian and D.J. My parent's names are Jody and Dwayne. I live on Elizabeth Street East. I am in Mrs.Gurski's class. I go to tween club and I am in dance. My hobby is beading earrings. After I bead some earrings my mommy posts them on Facebook. In class we are talking about plastic water bottles and what kind of impact they have on our earth.

Now I will give you two facts about plastic water bottles . There will be more plastic in the ocean than fish by 2050. We throw away so much plastic that it could circle the earth four times.

Our class thought about some ways to solve the problems. Use your tap water more often. Make water fountains available outside in our parks, downtown, Sorting Gap and the airport.

Thank you for reading my letter. Please respond.

Sincerely,  
Cadence M.J.S.A

Cadence M.J.S.A



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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hi , my name is Kodi-Jo Galbraith I go to St. Francis school, and I am in fifth grade. I am in Mrs. Gurski's class and I just moved here from Devlin which is not that far away. I am ten years old and my favourite sport is hockey ,but I like lots of other sports too.

In my class we are learning about what plastic water bottles do to the earth and there are some horrible things about plastic bottles. 100 million sea mammals are killed each year from consuming plastic in the ocean. Every single second 1000 people open a plastic water bottle!

My class came up with some ways to stop plastic water bottle pollution, and we need your help to fix it. Instead of using plastic water bottles we could use some more water fountains in Fort Frances so people can use a reusable water bottle to fill it up. We could do this in places like schools, the Sorting Gap, outside ,downtown ,and the airport. We really need to stop selling more and more plastic water bottles and use reusable bottles, especially if we are going to have more fountains.

Thank you for reading my ideas, and I hope I hear from you soon.

Sincerely,  
Kodi-jo Galbraith

*Kodi-Jo*



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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

My name is Reese Kabatay. I am in grade 5 ,and in Mrs. Gurski's class. I live on 6th Street. My favourite things to do is to play hockey, basket ball and go ice fishing with my cousins. My favourite subjects in school are gym and Ojibwe . I am writing to you about plastic water bottles.

I think plastic water bottles are bad for the environment because they are thrown in our lakes and ocean every second. Plastic water bottles break down into such small pieces that they end up in every beach throughout the world. Plastic water bottles can circle the earth four times.

I would replace plastic water bottle by making fountains available outside parks or the Sorting Gap and the Fort Frances Library. You can sell reusable water bottles in vending machines, or at town owned buildings such as the Sportsplex, library or museum ,and town hall.

Thank you for reading my letter. I hope I can hear from you as soon as possible.

Sincerely,  
Reese

Reese Kabatay

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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

My name is Ben Gosman and I am in Mrs. Gurski's grade 5 class from St. Francis School. My favourite subject in school is probably gym. Outside of school, I play second year Atom in the F.F.M.H.A (Fort Frances Minor Hockey Association). I am writing to you because me and my class want plastic water bottles banned in Fort Frances.

If you didn't know what plastic water bottles do to the environment, well you're about to find out. Did you know that North Americans throw away about 35 billion plastic water bottles every single year? Also, did you know that by 2050, there will be more plastic in the ocean than fish? Now that you've heard these horrifying facts, you might want to consider banning plastic water bottles in Fort Frances.

Our class has not only come up with these horrifying facts. We have also found solutions. One of them is encouraging people to use reusable water bottles. Another good idea is selling reusable water bottles at town owned buildings such as the Sportsplex, Library, Museum, and Town Hall. If I were the Mayor, I would definitely ban plastic water bottles in Fort Frances.

I really hope that you consider banning plastic water bottles in Fort Frances. Thank you so much for reading our ideas and we really look forward to hearing from you.

Sincerely,  
Ben Gosman

Ben Gosman

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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

My name is Savannah and I'm in Mrs. Gurski's grade 5 class. I like to play hockey, soccer and other sports. I like to go to my cabin on the weekends and go for walks after supper. I am writing to you because I feel that the plastic water bottles are polluting the earth.

Here are some facts about how plastic water bottles pollute the earth. By 2050 there will be more plastic in the ocean than fish. Plastic in the ocean breaks down into such small pieces, that every piece of plastic could end up on every mile of beach throughout the world. This makes me feel horrible and I think that should change.

Here are some solutions about the water bottle problem. We can do a fundraiser to make water fountains available outside in our parks, downtown, and at the Fort Frances Sportsplex. We can also sell reusable water bottles at town owned buildings such as the Fort Frances Sportsplex, library, museum, and at the Town Hall. By doing this it will eliminate plastic water bottles in Fort Frances.

Thank you for reading this letter and I hope to hear from you soon.

Sincerely,

Savannah Marchuk

Savannah

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

675 Flinders Ave  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

My name is Jameer. I am in Mrs. Gurski's class Grade 5. I do karate every Tuesday and Thursday of the year mostly, and my interests are to help others when they need it. Also, I think outer space is cool. I really don't have any hobbies at all but I have lots of friend. I live next-door to my friend Damien. I am writing to you because of how disgusting it is that we used plastic water bottles in Canada.

Here's some disgusting facts about plastic water bottles. We throw away enough plastic to circle the earth four times. Every second, 1000 people open a plastic bottle of water. There are one-million sea mammals killed each year from consuming plastic in the ocean. Plastic in the ocean breaks into such small pieces that every piece of plastic could end up on every mile beach throughout the world. One out of five water bottles are recycled. The rest become garbage left on the ground or buried. I'm disgusted by plastic water bottles and in my next paragraph in this formal letter I came up with some solutions.

We can use more tap water since we here in Fort Frances we have good tap water. Make water fountains available to the public in Fort Frances. So the people can fill up their reusable water bottles all around town, we could have fountains in public buildings. These could be in town buildings like the Fort Frances Library and Technology Centre or the Town hall and the arena. The Sportsplex already has one. They're already saving lots of money and helping the Earth.

Mayor Avis and the Town Council thank you for reading my ideas in my formal letter to make the town a better place. Please read this with the Town Council because I think they might want to talk about this with us at St. Francis School.

A student,

Jameer

Jameer

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

675 Flinders Ave  
Fort Frances ON,  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

My name is Claryssa and I am in Mrs.Gurski's class at St.Francis School. Out of school I like to go on my trampoline and do flips and spend time with friends and family. I am writing to you and town council about water bottle pollution.

These are some facts about water bottle pollution.Up to 100 million sea mammals are killed each year from consuming plastic in the ocean.If this continues by 2050 there will be more plastic in the ocean than fish. Only one out of five water bottles are recycled . and the rest becomes garbage left on the ground ,or buried.

I think we can stop people using plastic water bottles, by putting signs up on about how the water bottles are destroying our earth. Or a second way I think we can help is by lowering prices for reusable water bottles.

Thank you for reading, I hope you and town council will consider my ideas .

Sincerely,  
Claryssa Morrisseau

Claryssa

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

675 Flinders Ave  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hello, my name is Lyla, and I am in grade 5 in Mrs. Gurski's class at St. Francis School. I live on Oak Wood Road. In school I like gym and art, and out of school I like to skate, dance and draw. In school we are learning about plastic water bottle pollution, which brings up why I am writing to you. I feel that plastic water bottle pollution is happening because of us having plastic water bottles in town.

Here are some facts about plastic water bottle pollution. 100 million sea mammals are killed each year from consuming plastic in the ocean. Here's one more fact about plastic water bottle pollution. 1500 plastic water bottles end up as waste in landfills, or thrown in the ocean every second. That's pretty terrible isn't it?

Here are some solutions for the plastic water bottle pollution problem. We can use reusable water bottles instead of plastic water bottles. We can make it a bylaw to not have plastic water bottles in town, and if you don't follow the bylaw you will get a fine. Those are some of the ideas I have thought about.

Thank you for reading my letter. I hope you decide to use one of my solutions. I am hoping to hear from you soon. Keep in mind that these horrible things are happening everywhere. Thank you for taking the time for me to tell you how I feel about plastic water bottle pollution. I hope to hear from you soon.

Sincerely,  
Lyla Moen

A handwritten signature in cursive script that reads "Lyla Moen". The ink is dark and the writing is fluid, with the first letters of "Lyla" and "Moen" being capitalized and prominent.

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

675 Flinders Ave.  
Fort Frances, On  
P9A 3L2

Dear Mayor Avis and the Town Council,

My name is Jordan Hunter. I am in St. Francis school. I am in Grade 5 , and my teacher is Mrs Gurski. My favourite subjects in school are gym and social studies . I like to play sports and video games. My favourite place to eat is Dairy Queen. I also like playing hockey. I'm writing to you because I want you to ban plastic water bottles in Fort Frances.

Here are some really gross facts about plastic water bottles. One fact is there are so many water bottles in the oceans they can circle the world about four times. That is really crazy. The other fact I wanted to tell you about is only 1 out of 5 water bottles we use are recycled, and the rest are thrown away or on the ground and buried.

Here are some solutions for this to stop. Encourage people to start buying reusable water bottles. They cost about \$ 5.00. Plastic water bottles cost \$1.00 each. Think about it, because you can reuse the reusable water bottle for awhile. If you keep buying plastic water bottles for \$1.00 altogether it will end up as about \$375.00. You could have saved a lot of money. You could have bought 5 reusable water bottles for \$30.00. Another solution is you can tell the people that give Fort Frances plastic water bottles to stop giving them to us, because it's hurting our environment.

Thank you for listening to me. I hope to hear from you soon. You can send me a letter back or you can visit our classroom.

Sincerely,  
Jordan.H

Jordan.H



Town of Fort Frances  
320 Portage Ave.  
Fort Frances, On  
P9A 3L2

675 Flinders Ave.  
Fort Frances On  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

My name is Bryce. My school is St. Francis and I am in grade five. My favourite subject is gym. I am studying about water bottle pollution.

I think that you should ban all the water bottles from Fort Frances and make more reusable water bottles. Plastic water bottles are bad for the environment because you can't reuse them and people throw it anywhere when they are done with it. I don't like to see so much garbage everywhere.

Here are some ideas to help out. You could ban all the water bottles from Fort Frances by deciding to make a law. You could put a fine for throwing water bottles on the ground.

Thank you for reading my letter and I hope to hear from you.

Yours truly,  
Bryce MacDonald

A handwritten signature in cursive script that reads "Bryce".

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

675 Flinders Ave  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hi, my name is Damien Kuoppa-aho, and I'm in Mrs. Gurski's Saint Francis grade 5 class. We are learning how to round decimals, and my favourite sport is hockey. I'm on the Gillons Sharks. I also play with my next-door neighbour after school and on the holidays. I'm writing to you and the Town Council because plastic water bottles are destroying the earth.

I think plastic water bottles are bad for the environment because 100 million sea mammals are killed each year from eating plastic. Also, there will be more plastic in the ocean than fish by 2050. This makes me feel sad for all the animals living in the sea, and all the birds of the sea.

Here are some suggestions to replace plastic water bottles. We could buy reusable water bottles, and fill them up with tap water, and drink from a water fountain.

Thank you Mayor Avis and the Town Council for reading my letter, and listening to my ideas.

Your student from Saint Francis School,  
Damien

Damien

doing that to nature so people should just clean up after themselves.

Now, I am going to tell you two things what we can replace the plastic water bottles. We can try make the reusable water bottles more cheaper so more people will buy. Also, we can get 2-3 water jugs everywhere around in Public, so when people might get thirsty then they can drink out of the water jug. I think that would be more easier for people so if they don't have any money they can just drink out of jug if their thirsty.

Thank you for your time to read this. Hope to hear from you very soon!

Sincerely,

Keiras Morrisseau.

A handwritten signature in cursive script that reads "Keiras Morrisseau".

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

675 Finders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and Fort Frances Town Council,

Hi, my name is Keiras Morrisseau, I am in grade 5.  
My teacher's name is Mrs. Gurski, and she is the best teacher  
ever.

In school we have been learning decimals in math. When I  
am in school I like to go to gym. When I'm not in school I  
am mostly with my cousin Chrissy. I am writing to you  
because I think Fort Frances, shouldn't have plastic water  
bottles.

So I want to tell you two ideas why we shouldn't have plastic  
water bottles. 50% of the plastic we use gets thrown away.  
Also, did you know that 1500 plastic bottles we use, end up  
in the ocean? What I think of that is that people shouldn't be

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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hello, my name is Chrissy Andy and the school I am in is St. Francis. I am in grade 5. I am in Mrs. Gurski's class and I like going to bead at Couchiching with my cousin Keiras. I am writing because in the class we are writing why plastic water bottles are bad for the earth.

Here are two ideas about why plastic water bottles hurt the environment. Tons of plastic bags, straws, and bottles go into the Pacific Ocean every day. 100 million sea mammals are killed each year from consuming plastic in the ocean.

Here are two suggestions to replace plastic water bottles. We can replace plastic water bottles with reuseable water bottles. When people buy the reuseable water bottle they have to pay a little more then they do for plastic water bottles. You don't really have to pay more because you can keep the reuseable bottles. We can get rid of plastic water bottle by using really strong plastic and you can use the strong plastic over and over.

Thank you for reading my ideas of why plastic water bottles are bad for the environment, and we would like to hear back.

Sincerely,  
Chrissy  
*Chrissy*

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

675 Flinders Ave  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hello my name is Grady Holden and I am in Mrs. Gurski's class. I like hockey because I like the game and I have a passion for the game and I made the Fort Frances AA Canadians team. My favourite subjects in school are math, gym, and science. I am writing to you because my class is studying in plastic water bottles. Plastic water bottles are bad for the environment so I will tell how bad plastic water bottles are.

Here are some facts about how bad plastic water bottles are for the environment and for the world. Only 1 out of 5 water bottles are recycled and the rest are in lake, seas, or buried in the ground. 100 million sea mammals are killed each year from consuming plastic in the ocean. I feel like burning water bottles, but then the fumes will go in to the air and pollute the air, so I can't do that.

I think that plastic water bottles should be banned so we can stop hurting the environment. I think that there should be a bylaw so we can't have plastic water bottles in Fort Frances. I think that there should be a water station that you can personally drink from and a place to fill up your reusable water bottle.

Thank you for listening to my ideas and I hope to hear back from you. If you want to come to our class, you are welcome.

Sincerely,  
Grady Holden

Grady Holden

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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hi, my name is Ashton Armstrong and I am in grade 5. I am in Mrs. Gurski's class. I am in St. Francis School. My favourite sports are hockey, soccer, basketball and swimming. I like to play basketball in gym at school. I play triple AAA, and double AA hockey. I live across the street to my friend Noah Avis. I am writing to you because I want you to get rid of plastic water bottles.

I think you should get rid of plastic water bottles because it is killing the animals, because the animals are choking on the plastic. I think you should get rid of plastic water bottles. because it is 50% of the plastic we use. We use plastic water bottles once then throw them away. I think plastic water bottles are hurting our environment because we are not getting rid of the plastic pollution.

I think we can replace the plastic water bottles by encouraging people to use reusable water bottles and by putting up signs about the horrible facts of water bottles. Also, we can use the water from the sink. That's how I think we can replace the water bottles.

Thank you for reading my letter. I really hope to hear from you as soon as you can.

Sincerely,  
Ashton Armstrong

Ashton

March  
21, 2008

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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

Hi. My name is River. This is a note about plastic water bottles. I would suggest, or maybe ask to remove plastic water bottles. Because this is what I found, 50% of plastic is thrown away after used once. 1500 plastic water bottles are thrown away every second. This including Fort Frances.

to Plastic water bottles take up to 500-1000 years to degrade and every square mile is plastic on our beach. 100 million sea mammals are killed each year from eating plastic that people ~~throw~~ throw in the ocean.

If we use reusable water bottles, we would not have to deal with plastic. We can use the tap water in our houses.



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

675 Flinders Ave.  
Fort Frances, ON  
P9A 3L2

Dear Mayor Avis and the Fort Frances Town Council,

My name is Alexandra Malgo, and I go to St. Francis School. I am in grade 5, and my teacher is Mrs. Gurski. I am 10 years old, and I live on Nickle Lake Shores. I love to cross country ski, and I got third place in a race. In school we are learning what horrible things plastic water bottle pollution does. Also, in school my favourite subject is art.

In school we are learning what horrible things plastic water bottles do. Here are some facts about plastic water bottle pollution. There are millions of tons of plastic water bottles in our seas. 1500 plastic water bottles end up in landfills or thrown away in the ocean every second. How horrible is that?

So, after we learned about the horrible things plastic water bottles can do we came up with things we can do about this situation, but we need your help.

1. We can put water bottle stations up where you fill up your REUSABLE water bottle.
2. We can make water fountains available outside in a parks, downtown, the Sorting Gap, and areas owned by the town.

If you want to come and talk to my class you are very welcome, and thank you so much for your time. Thank you for reading this. I hope to hear from you soon

Sincerely,  
Alexandra Malgo  
*Alexandra Malgo*

May 9, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Execution of a Funding Agreement – Connecting Link Program Mill Road Overpass Reconstruction**

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On October 30, 2017 the Town submitted an application for funding under the MTO Connecting Links Program for the reconstruction of the Mill Road Overpass Structure, approaches and related water and storm sewer works. On March 14, 2018 the Town was notified that the project was approved under the MTO Connecting Links Program.

This work was tendered in April of 2018 with tenders closing on May 1, 2018 with construction set to happen through the summer of 2018.

The overpass structure was initially constructed in 1982 where it is common that the 1<sup>st</sup> rehabilitation work takes place around the 35 year mark, thus this structure is within these timelines.

At this time Council is required to execute the funding agreements

The Operations & Facilities Executive Committee recommends that Mayor and Clerk be authorized to execute the MTO Connecting Links Program funding agreements with the Minister of Transportation for the rehabilitation of the Mill Road Overpass structure and related approach, water and storm sewer works and further that an authorizing by-law be prepared.

Respectfully Submitted



Travis Rob, P.Eng

**Council approval of this report will ensure that Mayor and Clerk be authorized to execute the MTO Connecting Links Program funding agreements with the Minister of Transportation for the rehabilitation of the Mill Road Overpass structure and related approach, water and storm sewer works and further that an authorizing by-law be prepared.**

Manager of Operations and Facilities

May 9, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Award of RFP 18-OF-05 – Fire Protection and Prevention Services**

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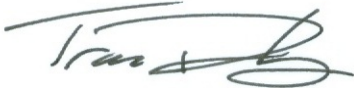
The Town undertook to retain certified fire alarm and extinguisher service providers to undertake annual fire alarm monitoring and inspection, fire extinguisher checks, and kitchen suppression systems as well as annual inspection of sprinkler systems.

One tender was received from Sunset Protection Systems who has been the Town's contractor for the past four years and has provided good service to the Town through that time. Attached you will find a report from Crystal Tan, Asset Management Plan Coordinator outlining the proposal costs.

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

1. the Town engage Sunset Protection Systems for a term of three years, starting May 18, 2018 with an option to extend for an additional three years for the provision of Fire Protection and Prevention Services.
2. That the Mayor and Clerk be authorized to execute the agreement on behalf of the Town.

Respectfully Submitted



Travis Rob, P.Eng

**Council approval of this report will ensure that:**

- 1. the Town engage Sunset Protection Systems for a term of three years, starting May 18, 2018 with an option to extend for an additional three years for the provision of Fire Protection and Prevention Services.**
- 2. That the Mayor and Clerk be authorized to execute the agreement on behalf of the Town.**

Manager of Operations and Facilities

Date: 2018 May 7<sup>th</sup>  
Report to: Travis Rob, Manager of Operations and Facilities  
From: Crystal Tan, Asset Management Plan Coordinator  
Subject: R.F.P 18-OF-05, Fire Protection & Prevention Services

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The R.F.P for the provision of Fire Protection & Prevention Services to town owned buildings was posted on April 6<sup>th</sup>, 2018. This service would include for: the monitoring of fire alarms, annual testing and inspection of fire alarms, inspection and maintenances as required for fire extinguishers, inspection and testing of emergency lights and exit signage, bi-annual inspections of kitchen fume hoods and fire suppression systems, and annual inspection of sprinkler systems.

To that end an R.F.P was issued with a view to consolidate all these functions into a three-year agreement will be effective May 15<sup>th</sup>, 2018. Sunset Protection Systems, Fort Frances responded and submitted a fully completed proposal on May 1<sup>st</sup>, 2018. Sunset Protection Systems employs fully qualified and Canadian Fire Alarm Association certified employees which include the principle of the company. Due to the nature of the service provided, the R.F.P was structured to allow for a combination of fixed annual pricing and fixed per unit basis pricing. Fixed annual pricing was sought for the monitoring and testing of fire alarms, kitchen equipment and sprinkler systems. Unit pricing was sought for maintenance and testing of emergency lights, exit signages and fire extinguishers. In addition, the RFP sought a fixed hourly labour fee for emergency and non-emergency call out services. The received pricing from Sunset Protection Systems is listed below:

#### Fire Alarm Monitoring

- 24/7 Annual Fire Alarm Monitoring Fee (Per Building): \$216.00

#### Fire Alarm Annual Inspection & Testing

- Town of Fort Frances Civic Administration Building (Civic Centre): \$389.00
- Memorial Sports Centre: \$589.00
- Fort Frances Children's Complex: \$229.00
- Operations & Facilities Public Works Building: \$249.00
- Fort Frances Water Treatment Plant: \$289.00
- Fort Frances Library Technology Centre: \$289.00
- Fort Frances Museum: \$239.00

#### Bi-Annual Kitchen Suppression System Inspection (Per Inspection)

- Children's Complex: \$115.00
- Memorial Sports Centre Auditorium: \$115.00
- Memorial Sports Centre Snack Bar/Canteen: \$115.00
- Sister Kennedy Seniors Centre: \$115.00

- Sunny Cove Camp, Russell Hall: \$115.00

#### Annual Sprinkler System Inspection(In Partnership with Vipond)

- Memorial Sport Centre: \$1254.00

#### Unit price for annual inspection of Emergency Lights, Exit Signages and Fire Extinguishers per device

- Unit pricing for Emergency Lights inspection per device: \$4.00
- Unit pricing for Exit Signages inspection per device: \$4.00
- Unit pricing for Fire Extinguishers per device: \$5.00

#### Unit price for six-year maintenance of common fire extinguishers per device

- 5lb ABC Dry Chemical Fire Extinguisher: \$ 18.95
- 10lb ABC Dry Chemical Fire Extinguisher: \$28.95

#### Unit price for twelve-year hydrostatic testing of common fire extinguishers per device

- 5lb ABC Dry Chemical Fire Extinguisher: \$15.95 + Recharge \$15.95
- 10lb ABC Dry Chemical Fire Extinguisher: \$15.95+ Recharge \$25.95

Hourly rate for Non-Emergency Service: \$70.00

Hourly rate for Emergency Service: \$70.00

All dollar values shown above are subject to the addition of HST.

All service, inspections tests or repairs completed by Sunset Protection Systems are provided with detailed reports as required by NFPA and the Authority Having Jurisdiction.

It is the recommendation of this office that in keeping with the preferences stated in the Town of Fort Frances Procurement Policy the contract be award to Sunset Protection Systems of Fort Frances.

Respectfully Submitted

Crystal Tan

Asset Management Plan Coordinator

May 9, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Clean Water Wastewater Funding Agreement Amendment – Nelson**

---

In January 2018 a scope change was proposed to the Town's Clean Water Wastewater Funding being utilized for the 2017 Second Street Reconstruction. Due to the costs coming in well under budget the Town was utilizing only a portion of the available funding. The scope change was to account for surface coarse paving to be completed on Second Street in 2019 as well as to reallocate the \$222,636.09 in unutilized funding to the 2017 Nelson Street Reconstruction project. The Town was successful in securing the scope change.

Attached to this report you will find an amended transfer payment agreement including the Nelson Street Project. A claim for incurred expenses was filed in March 2018.

It is the recommendation of the Operations and Facilities Executive Committee that the Town execute the amendment to the transfer payment agreement with the Minister of Infrastructure and further that the Mayor and Clerk be authorized to bind the corporation.

Respectfully Submitted



Travis Rob, P.Eng

**Council approval of this report will ensure that the Town execute the amendment to the transfer payment agreement with the Minister of Infrastructure and further that the Mayor and Clerk be authorized to bind the corporation.**

Manager of Operations and Facilities

**CLEAN WATER AND WASTEWATER FUND (ONTARIO)  
TRANSFER PAYMENT AGREEMENT AMENDMENT No. 2**

**BETWEEN :**

**Her Majesty the Queen in right of Ontario**  
as represented by the Minister of Infrastructure

(the "Province")

- and -

**the Recipient**

**BACKGROUND**

The Government of Canada has approved the requested Scope Change(s) under the Clean Water and Wastewater Fund program. In order to implement this change the Province and Recipient have agreed to amend the Agreement.

**CONSIDERATION**

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which is expressly acknowledged, the Parties agree as follows:

1. Capitalized terms used but not defined in this Amending Agreement No.2 have the meanings ascribed to them in the Agreement.
2. Pursuant to section 3.0 of the Agreement, the Agreement is amended as follows:
  - (a) **SUB-SCHEDULE "C.1" PROJECT DESCRIPTION, BUDGET AND TIMELINES** is amending by replacing the project description, budget and timelines with the federally approved scope change(s).
  - (b) **SUB-SCHEDULE "C.2" SUB-PROJECT COST BREAKDOWN:** is amended by replacing the cost break down with the federally approved scope change(s), as per amended Sub-schedule "C.1".
3. All other terms, conditions and provisions shall remain as provided for in the Agreement.

The Parties have executed the Amending Agreement No. 2 on the dates set out below.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO** as represented by the Minister of Infrastructure

April 25/18

Date

Name:

Title:

ADAM REDISH  
Assistant Deputy Minister  
Infrastructure Policy Division  
Ministry of Infrastructure



On behalf of **RECIPIENT**, the undersigned agrees to and accepts the within terms, conditions and provisions for the amendment of the Agreement.

Recipient Full Legal Name: \_\_\_\_\_  
(Municipality/ LSB/ First Nation)

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

I have authority to bind the Recipient.

Date:



**SUB-SCHEDULE "C.1"**  
**PROJECT DESCRIPTION, BUDGET AND TIMELINES**

Unique Project ID	Project Location	Project Title	Project Description	Forecasted Start Date	Forecasted End Date	Total Eligible Cost	Program Contribution (Eligible Expenditures)	Other Federal Contributions (Eligible Expenditures)	Provincial Contribution (Eligible Expenditures)	Municipal Contribution (Eligible Expenditures)	Other Contribution (Eligible Expenditures)
FF-001	Fort Frances, Town of	Replacement of water main, sanitary sewer mains and associated service lines along 2nd Street East from Mowat Avenue to Portage Avenue	Total reconstruction of the roadway where the water main, sanitary sewer main and storm sewer infrastructure are removed and replaced. The existing 179 meters of 6 inch diameter casted iron water main originally installed in 1903 will be replaced with a new C900 class 150 6 inch diameter Polyvinyl Chloride (PVC) water main. The 169 meters clay tile 9.5 inch diameter sanitary sewer main c/w all infrastructure will be replaced with new SDR 28 10 inch diameter PVC sanitary sewer. Also the existing 16- 3/4 inch water service lines and the 6 inch sanitary sewer service lines will be removed and replaced. New storm sewer infrastructure will be installed to the midblock of 2nd Street. In order to install these new water mains , sanitary sewer mains and storm sewer mains, and the existing surface infrastructure (asphalt driving surface, curb & gutter and sidewalks) must be removed and replaced.	April 12, 2017	June 30, 2018	\$980,163.88	\$490,081.94	\$0.00	\$245,040.97	\$245,040.97	\$0.00

FF-002	Fort Frances, Town of	Reconstruction of Nelson Street from Mosher Avenue to 90m West	Total reconstruction of the roadway where the water main, sanitary sewer main and storm sewer infrastructure are removed and replaced. The existing 110 meters of 6 inch diameter cast iron water main originally installed in 1916 will be replaced with a new C900 class 150 6 inch diameter PVC water main. The 110 meters of clay tile 12 inch diameter sanitary sewer main originally installed in 1913 c/w all infrastructure will be replaced with new SDR 28 10 inch diameter PVC sanitary sewer. Also the existing residential 3/4 inch water service lines and the 6 inch sanitary sewer service lines will be removed and replaced. New storm sewer infrastructure will be installed through the intersection of Nelson Street and Mosher Avenue. In order to install these new water mains , sanitary sewer mains and storm sewer mains the existing surface infrastructure ( asphalt curb& gutter and sidewalks) must be removed and replaced. Extension Rationale: We experienced an onset of winter much sooner than typical in 2017 therefore we were not able to complete the installation of the surface course of	May 15, 2017	June 30, 2018	\$723,349.44	\$148,424.06	\$0.00	\$74,212.03	\$284,650.35	\$216,063.00
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May 9, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

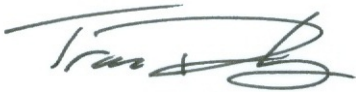
**RE: Funding Agreement – Canada Summer Jobs Program GIS/Engineering Summer Student**

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The Operations and Facilities Division was successful in securing grant funding through the Canada Summer Jobs Program for the GIS/Engineering Summer Student position. Through this program the Town will receive \$1680.00 to offset the cost of having this summer student on board. As with any grant funding the Town is required to enter into a funding agreement to receive the funds.

It is the recommendation of the Operations and Facilities Executive Committee that the Town enter into a funding agreement with Her Majesty the Queen in Right of Canada as represented by the Minister of Employment and Social Development for funding under the Canada Summer Jobs Program and further that the Mayor and Clerk be authorized to bind the corporation.

Respectfully Submitted



Travis Rob, P.Eng

**Council approval of this report will ensure that the Town enter into a funding agreement with Her Majesty the Queen in Right of Canada as represented by the Minister of Employment and Social Development for funding under the Canada Summer Jobs Program and further that the Mayor and Clerk be authorized to bind the corporation.**

Manager of Operations and Facilities



## CANADA SUMMER JOBS

### ARTICLES OF AGREEMENT

#### BETWEEN

HER MAJESTY THE QUEEN IN RIGHT OF CANADA, as represented by the Minister of Employment and Social Development  
(hereinafter referred to as "Canada")

#### AND

The Employer identified as the "Legal Name of Employer" on the attached "Canada Summer Jobs - Application/Agreement"  
(hereinafter referred to as the "Employer")

Hereinafter collectively referred to as "the Parties"

WHEREAS Canada has established the Canada Summer Jobs, a component of the Youth Employment Strategy, under which financial assistance may be provided to Employers to encourage these Employers to hire students to help them in acquiring employment and/or career related skills;

WHEREAS the Employer proposes to hire participant(s) for the Job(s) listed in the "Canada Summer Jobs Application";

AND WHEREAS Canada wishes to make a contribution towards the costs of the Job(s) under the Canada Summer Jobs;

Now, therefore, Canada and the Employer agree as follows:

#### 1.0 AGREEMENT

1.1 The following documents and any amendments relating thereto form the Agreement between Canada and the Employer:

- (a) the document hereto entitled "Canada Summer Jobs - Application/Agreement";
- (b) the document hereto entitled "Calculation of Approved Canada Summer Jobs Contribution Amount" document.

#### 2.0 INTERPRETATION

2.1 In this Agreement,

"Funding Period" means the period during which the Job is taking place as indicated in the "Calculation of Approved Canada Summer Jobs Contribution Amount" document;

"Job" means a job referred to in the "Calculation of Approved Canada Summer Jobs Contribution Amount" document;

"Project" means the hiring and Job activities as described in the Application/Agreement;

"Mandatory Employment Related Costs" means payments that the Employer is required by law to make in respect of participants including, but not restricted to, those required for employment insurance, Quebec Parental Insurance Plan, Canada Pension Plan, Quebec Pension Plan, vacation pay, workers' compensation, health insurance in Quebec and Ontario (if applicable), Newfoundland and Labrador Health and Post-Secondary Education Tax in Newfoundland and Labrador, and the Manitoba Health and Education Levy in Manitoba;

"Overhead Costs" means such costs, other than wages and Mandatory Employment Related Costs, incurred by the Employer, which are in compliance with the conditions governing eligible costs set out in this Agreement;

"Participant" means an individual who is hired by the Employer for a Job during the period set out in the "Calculation of Approved Canada Summer Jobs Contribution Amount" document and who:

- (a) is between 15 and 30 years of age (inclusive) at the start of employment;
- (b) was registered as a full-time student during the preceding academic year;
- (c) intends to return to school on a full-time basis during the next academic year;
- (d) is a student in a secondary, post-secondary, CEGEP (Quebec only), vocational or technical program;
- (e) is a Canadian Citizen, permanent resident, or person on whom refugee protection has been conferred under the *Immigration and Refugee Protection Act* and;
- (f) is legally entitled to work according to the relevant provincial / territorial legislation and regulations

\*Foreign students are not eligible.

Words imparting the singular include the plural and vice versa.

#### 3.0 EFFECTIVE DATE AND DURATION

3.1 This Agreement shall come into effect on the signature date specified in the document Calculation of Approved Canada Summer Jobs Contribution Amount and, subject to section 3.2, shall expire when Canada issues the final payment unless the Agreement is terminated on a prior date in accordance with the terms of this Agreement.

3.2 All obligations of the Employer shall expressly or by their nature survive termination or expiry of this Agreement and shall continue in full force subsequent to and notwithstanding such termination or expiry until and unless they are satisfied or by their nature expire.

#### 4.0 CANADA'S CONTRIBUTION

4.1 Subject to the terms and conditions of this Agreement, Canada will make a contribution to the Employer towards the costs incurred by the Employer as a result of the provision of the Job(s) to the participant(s) of an amount not exceeding the amount indicated in Box 31 of the "Calculation of Approved Canada Summer Jobs Contribution Amount" document.

4.2 Costs are eligible costs only if they are, in the opinion of Canada, reasonable and directly related to the provisions of the Job(s). Only those costs incurred during the Funding Period are eligible costs. No costs incurred prior to or following the Funding Period are eligible costs.

4.3 When hiring a participant with a disability, the Employer agrees that Canada's contribution towards special equipment facilities and support necessary for the participation shall not exceed the actual costs.

4.4 The amount of Canada's contribution in respect of Mandatory Employment Related Costs incurred in respect of each participant shall not exceed the amount that would be payable if the participant's wages were paid at the provincial or territorial adult minimum wage rate.

4.5 In the event that the hourly wage rate paid by the Employer is less than the hourly wage rate shown in Box 24(g) of the Application/



Agreement, Canada may, in its discretion, reduce the amount of its contribution in respect of those eligible costs.

## 5.0 APPROPRIATION

5.1 Any payment under this Agreement is subject to the appropriation of funds by Parliament for the Fiscal Year in which the payment is to be made.

## 6.0 TERMS OF PAYMENT

6.1 (1) Subject to paragraph (2), Canada's contribution shall be payable upon receipt and verification of a claim made by the Employer in a form prescribed by Canada, such claim to be submitted by the Employer within 30 days following the termination of the Job(s) covered by the Agreement.

(2) Where the Employer is a not-for-profit employer, payment of Canada's contribution may be made as follows:

*Where the total value of the contribution is up to \$100,000*

- (a) an initial advance payment not exceeding 75% of the estimated total contribution payable under the Agreement; and
- (b) upon receipt and verification of a claim made in a form prescribed by Canada and submitted within 30 days from the termination of the Job(s) covered by the Agreement, the balance, if any, of the contribution owing to the Employer.

*Where the total value of the contribution is from \$100,001 up to \$500,000*

- (a) an initial advance payment not exceeding 50% of the estimated total contribution payable under the Agreement; and
- (b) upon receipt and verification of a claim made in a form prescribed by Canada and submitted within 30 days from the termination of the Job(s) covered by the Agreement, the balance, if any, of the contribution owing to the Employer.

*Where the total value of the contribution is more than \$500,000*

- (a) following receipt of a cash flow forecast, monthly advances covering the Employer's estimated monthly financial requirements payable under the Agreement; and
- (b) upon receipt and verification of a claim made in a form prescribed by Canada and submitted within 30 days from the termination of the Job(s) covered by the Agreement, the balance, if any, of the contribution owing to the Employer.

## 7.0 REDUCTION OR TERMINATION OF FUNDING

7.1 Canada may, upon not less than fifteen (15) days' notice, reduce its funding under this Agreement or terminate the Agreement if:

- (a) The level of funding for the Program named in this Agreement for Fiscal Year in which payment is to be made under the Agreement is reduced as a result of a governmental or departmental spending decision, or
- (b) Parliament reduces the appropriation of funds for grants under the Program named in this Agreement.

7.2 Where, Canada gives notice of its intention to reduce its funding pursuant to section 7.1, and the Employer is of the opinion that it will be unable to complete the Project in the manner desired by the Employer, the Employer may terminate the Agreement upon not less than fifteen (15) days written notice to Canada.

## 8.0 OTHER SOURCES OF FUNDING

Sections 8.2 and 8.3 only apply where the contribution is in excess of \$100,000.

**[Option 1 - where the funding from Canada is the only source of financial assistance- Cross out if not applicable]**

8.1 The Employer declares that the contribution provided under this Agreement is the only financial assistance for the Job(s) it has received or expects to receive from any level of government (federal, provincial or municipal) or from any other source.

**[Option 2 - where there are other sources of financial assistance - Cross out if not applicable]**

8.1 The Employer declares that it has received or is entitled to receive the following financial assistance for the Job(s) from other sources:

1. \$ 2336 from Organization / Recipient

8.2 The Employer will inform Canada promptly in writing of any additional financial assistance to be received for the Job(s) other than that referred to in section 8.1.

8.3 Where the Employer receives any additional financial assistance for the Job(s) other than the financial assistance referred to in section 8.1, Canada may, in its discretion, reduce its contribution by such amount as it considers appropriate, up to the amount of the additional assistance received, or if Canada's contribution has already been paid, require repayment of such amount. Upon receipt of notice to repay under this section, the Employer agrees to repay the amount as a debt due to Canada.

## 9.0 MANAGEMENT OF PROJECT

9.1 The Employer shall:

- (a) provide the participant(s) with the necessary supervision, learning and work experience;
- (b) ensure that the Job(s) are carried out in a safe environment;
- (c) provide the participant(s) with all the information concerning health and safety standards and regulations regarding their work environment and, if necessary, inform them about the safety equipment required to accomplish their tasks;
- (d) remit Mandatory Employment Related Costs on behalf of the participant(s); and
- (e) inform Canada promptly in writing forthwith of any injury suffered by the participant(s) while carrying out the Job(s).

9.2 The management, supervision and control of the Job(s) are the sole and absolute responsibility of the Employer.

9.3 The Employer shall not, without the prior written consent of Canada, alter the nature of the Job(s) that are described in the Application/Agreement.

## 10.0 COLLECTION AND PROTECTION OF PARTICIPANT INFORMATION



10.1 The Employer shall complete form EMP5397 for each participant's and forward to Canada within seven (7) days following each participant's first day of work.

10.2 Prior to collecting or compiling the information in form EMP5397, the Employer shall

(a) inform the Participant that funding for the Project is provided by Canada. Canada needs the information referred in the form EMP5397 to:

- (i) validate the eligibility of each participant;
- (ii) measure the results and assess the success of the Project;

(b) obtain the written consent of each Participant for the collection, uses and disclosure of the information in form EMP5397.

10.3 All Participant information referred to in section 10.1 collected or compiled by the Employer shall be treated as confidential and the Employer shall take all security measures reasonably necessary for the protection of any unauthorized release or disclosure, including those set out in any instructions issued by Canada.

10.4 During the course of this Agreement and for a period of six years thereafter, the Employer shall not release or disclose information referred to in section 10.1 about a Participant to any other person or body for any purpose unless the Participant consents to the release or disclosure or unless the person or body is authorized by law to require the Employer to provide information to the person or body.

10.5 Representatives of Canada shall be entitled to verify the Employer's premises at all reasonable times to ensure compliance with the information security requirements of section 10.3.

10.6 Upon expiry of a period of six years after the Project Period, the Employer shall destroy the information referred to in section 10.1 in accordance with instructions issued by Canada.

#### 11.0 ACCESS TO INFORMATION AND PROACTIVE DISCLOSURE

11.1 The Employer acknowledges that Canada is subject to the Access to Information Act (R.S.C., 1985, c. A-1), and information obtained by Canada pertaining to this Agreement may be disclosed by Canada to the public upon request under the aforementioned act.

11.2 The Employer acknowledges that the name of the Employer, the amount of Canada's funding and the general nature of the Training may be made publicly available by Canada in accordance with the Government of Canada's commitment to proactively disclose the awarding of grants and contributions.

#### 12.0 EMPLOYER DECLARATIONS

12.1 The Employer declares, represents, attests and warrants that:

- (a) no participant will displace or replace existing employees or volunteers, employees that have been laid-off and are awaiting recall, employees absent due to an industrial dispute, employees on vacation, or employees on maternity or paternity leave;
- (b) except where the participant is a person with disabilities or has legitimate barriers to availability, participant(s) will work a minimum of 30 hours per week for a period of six to sixteen weeks. The hours of work will not exceed 40 hours per week;
- (c) no other contribution will be received or claimed for the same portion of a Job and for the same period unless such contribution is provided pursuant to an agreement between the Government of Canada and a Provincial/Territorial government, or with the approval of Canada;
- (d) the Organization "Employer" and any person lobbying on its behalf is in compliance with the Lobbying Act, R.S.C., 1985, c. 44 (4th Supp.) and that no commissions or contingency fees have or will be paid directly or indirectly to any person for negotiating or securing this request for funding;
- (e) that it has provided Canada with a true and accurate list of all amounts owing to the federal government which are past due and in default or arrears as of the time of the Employer's application for funding. The Employer recognizes that any such amounts owing to the federal government may be deducted from, or set-off against, amounts payable to it under this Agreement.
- (f) the Job(s) will not provide personal services to Employer;
- (g) the Job(s) would not be created without the financial assistance provided under this Agreement; and
- (h) an employer/employee relationship will be established with the participants.
- (i) both the job and the organization's core mandate respect individual human rights in Canada, including the values underlying the Canadian *Charter of Rights and Freedoms* as well as other rights. These include reproductive rights and the right to be free from discrimination on the basis of sex, religion, race, national or ethnic origin, colour, mental or physical disability or sexual orientation, or gender identity or expression.

#### 13.0 RELATIONSHIP BETWEEN THE PARTIES AND NON-LIABILITY OF CANADA

13.1 The management and supervision of the Project are the sole and absolute responsibility of the Employer. The Employer is not in any way authorized to make a promise, agreement or contract on behalf of Canada. This Agreement is a funding agreement only, not a contract for services or a contract of service or employment. Canada's responsibility is limited to providing financial assistance to the Employer towards the Eligible Expenditures. The parties hereto declare that nothing in this Agreement shall be construed as creating a partnership, an employer-employee, or agency relationship between them. The Employer shall not represent itself as an agent, employee or partner of Canada.

13.2 Nothing in this Agreement creates any undertaking, commitment or obligation by Canada respecting additional or future funding of the Project beyond the Project Period, or that exceeds the maximum contribution specified in the document "Calculation of Approved Canada Summer Jobs Contribution Amount". Canada shall not be liable for any loan, capital lease or other long-term obligation which the Employer may enter into in relation to carrying out its responsibilities under this Agreement or for any obligation incurred by the Employer toward another party in relation to the Project.

#### 14.0 INDEMNIFICATION

14.1 The Employer shall, both during and following the funding Period, indemnify and save Canada harmless from and against all claims, losses, damages, costs, expenses and other actions made, sustained, brought, threatened to be brought or prosecuted, in any manner based upon, occasioned by or attributable to any injury or death of a person, or loss or damage to property caused or alleged to be caused by any wilful or negligent act, omission or delay on the part of the Employer or its employees or agents in connection with anything purported to be or required to be provided by or done by the Employer pursuant to this Agreement or done otherwise in connection with the implementation of the Project. It is understood that Canada cannot claim compensation under this section in case of accident, loss or damage caused by him or his employees.

#### 15.0 CONFLICT OF INTEREST





15.1 No current or former public servant or public office holder to whom the *Conflict of Interest Act* [S.C. 2006, c. 9, s. 2], the *Conflict of Interest and Post-Employment Code for Public Office Holders* or the *Values and Ethics Code for the Public Service* applies shall derive a direct benefit from the Agreement unless the provision or receipt of such benefit is in compliance with the said legislation or codes.

15.2 No member of the Senate or the House of Commons shall be admitted to any share or part of the Agreement or to any benefit arising from it that is not otherwise available to the general public.

#### 16.0 NEPOTISM

16.1 No cost incurred by the Employer in relation to a participant who is a member of the Immediate Family of the Employer or, if the Employer, who is a member of the Immediate Family of an officer or a director of the Employer, is eligible for reimbursement under the Agreement unless Canada is satisfied, and agrees in writing before the commencement of the Job, that the hiring of the participant was not the result of favouritism by reason of membership in the Immediate Family of the Employer, officer or director, as the case may be.

16.2 For purposes of section 16.1, "Immediate Family" means father, mother, step-father, step-mother, foster parent, brother, sister, spouse or common-law partner, child (including child of common-law partner), step-child, ward, father-in-law, mother-in-law, or any relative permanently residing with the Employer, officer or director, as the case may be.

16.3 For the purpose of section 16.2, "Common-law partner" means a person who is cohabiting with the Employer, officer or director, as the case may be, in a conjugal relationship, having so cohabited with the Employer, officer or director, for a period of at least one year.

#### 17.0 FINANCIAL RECORDS AND AUDIT REQUIREMENTS

17.1 The Employer shall keep proper books of account and records, in accordance with generally accepted business and accounting practices, of the financial management of this Agreement. The books of account and records shall include all invoices, receipts and vouchers relating to the expenditures incurred and revenues made in relation to this Agreement, including funding for the Job(s) received from other sources.

17.2 During the course of this Agreement and for a period of six years thereafter, the Employer shall make the books of accounts and records available at all reasonable times for inspection and audit by representatives of Canada to ensure compliance with the terms and conditions of this Agreement and verify costs claimed by the Employer under this Agreement. The Employer shall permit representatives of Canada to take copies and extracts from such books and records and shall furnish them with such additional information as they may require with reference to them.

#### 18.0 INQUIRY BY THE AUDITOR GENERAL OF CANADA

18.1 If, during the Funding Period or within a period of six years thereafter, the Auditor General of Canada, in relation to an inquiry conducted under subsection 7.1(1) of the *Auditor General Act* [R.S.C., 1985, c. A-17], requests that the Employer provide him or her with any records, documents or other information pertaining to the utilization of the funding provided under this Agreement, the Employer shall provide the records, documents or other information within such period of time as may be reasonably requested in writing by the Auditor General of Canada.

#### 19.0 EVALUATION

19.1 The Employer agrees to cooperate with Canada in the conduct of any evaluation of the Project and/or the Program named in this Agreement that Canada may carry out during the Funding Period or within a period of three years thereafter. Without limiting the generality of the foregoing, if requested by Canada to do so for the purpose of conducting an evaluation, the Employer agrees to:

- (a) participate in any survey, interview, case study or other data collection exercise initiated by Canada; and
- (b) subject to section 19.2 provide Canada with contact information of the Project partner organizations, if any, who participated in the Project, and of the members of the board of directors of the Employer.

19.2 The Employer shall provide Canada with the contact information of a person (name, address, phone number and e-mail address) referred to in section 19.1 only if the person has given their written consent to the release of the information to Canada. The Employer agrees to make all reasonable efforts to secure such consent during the Funding Period. When providing a person's contact information to Canada, the Employer shall provide Canada with an accompanying written statement certifying that the person has given their consent to the sharing of their contact information with Canada.

#### 20.0 DISPOSITION OF ASSETS

20.1 The Employer shall preserve any assets acquired with the contribution and use them for the purposes of carrying out the Job(s) outlined in the Application/Agreement, unless Canada authorizes their disposition.

20.2 At the end of the Funding Period, or upon termination of this Agreement, if earlier, and if directed to do so by Canada, any assets referred to in section 20.1 costing \$1000 (before taxes) or more that have been preserved by the Employer shall be:

- (a) sold at fair market value and that the funds realized from such sale be applied to the eligible costs under this Agreement to offset Canada's contribution;
- (b) turned over to another person or organization designated or approved by Canada; or
- (c) disposed of in such other manner as may be determined by Canada.

#### 21.0 TERMINATION OF AGREEMENT

##### *Termination for Default*

21.1 (1) The following constitute Events of Default:

- (a) the Employer becomes bankrupt, has a receiving order made against it, makes an assignment for the benefit of creditors, takes the benefit of a statute relating to bankrupt or insolvent debtors or an order is made or resolution passed for the winding up of the Employer;
- (b) the Employer ceases to operate;
- (c) the Employer is in breach of the performance of, or compliance with, any provision of this Agreement;
- (d) the Employer, in support of its application for Canada's contribution or in connection with this Agreement, has made materially false or misleading representations, statements or declarations, or provided materially false or misleading information to Canada;
- (e) the Employer has changed the tasks and responsibilities of the participant(s), as described on the Application/Agreement, without Canada's prior approval; or
- (f) the Employer is in breach of the attestation.

(2) If

- (a) an Event of Default specified in paragraph (1)(a), (b) or (f) occurs; or
- (b) an Event of Default specified in paragraphs (1)(c), (d) or (e) occurs and has not been remedied within fifteen (15) days of receipt by the Employer of written notice of default, or a plan satisfactory to Canada to remedy such Event of Default has not been put into place within such time period, Canada may, in addition to any remedies otherwise available, immediately terminate the Agreement by written notice. Upon providing such notice of termination, Canada shall have no obligation to make any further contribution to the Employer.





(3) In the event Canada gives the Employer written notice of default pursuant to paragraph (2)(b), Canada may suspend any further payment under this Agreement until the end of the period given to the Employer to remedy the Event of Default.

(4) The fact that Canada refrains from exercising a remedy it is entitled to exercise under this Agreement shall not be considered to be a waiver of such right and, furthermore, partial or limited exercise of a right conferred upon Canada shall not prevent Canada in any way from later exercising any other right or remedy under this Agreement or other applicable law.

#### **Termination for Convenience**

21.2 Canada may also terminate this Agreement at any time without cause upon not less than fifteen (15) days written notice of intention to terminate.

#### **Obligations Relating to Termination and Minimizing Cancellation Costs**

21.3 In the event of a termination notice being given by Canada

- a) the Employer shall make no further commitments in relation to the Project and shall cancel or otherwise reduce, to the extent possible, the amount of any outstanding commitments in relation thereto; and
- b) all eligible costs incurred by the Employer up to the date of termination will be paid by Canada, including the Employer's costs of, and incidental to, the cancellation of obligations incurred by it as a consequence of the termination of the Agreement; provided always that payment and reimbursement under this paragraph shall only be made to the extent that it is established to the satisfaction of Canada that the costs mentioned herein were actually incurred by the Employer and the same are reasonable and properly attributable to the termination of the Agreement.

21.4 The Employer shall negotiate all contracts related to the Project, including employment contracts with staff, on terms that will enable the Employer to cancel same upon conditions and terms that will minimize to the extent possible their cancellation costs in the event of a termination of this Agreement. The Employer shall cooperate with Canada and do everything reasonably within its power at all times to minimize and reduce the amount of Canada's obligations under section 21 in the event of a termination of this Agreement.

#### **22.0 INTEREST EARNED ON ADVANCES OF THE CONTRIBUTION**

22.1 Any interest earned on advances of Canada's contribution shall be accounted for by the Employer. Such interest shall be deemed to be part payment of the contribution and shall be used or applied to offset Canada's contribution in respect of the eligible costs under this Agreement.

#### **23.0 REPAYMENT REQUIREMENTS**

23.1 Upon expiry or termination of this Agreement, if earlier, the Employer shall immediately repay to Canada any amount by which the contribution paid to the Employer, together with any interest earned thereon, exceeds the amount to which the Employer is entitled under the Agreement. Without limiting the generality of the foregoing, amounts to which the Employer is not entitled include

- (a) the amount of any unspent advance payments of the contribution in the hands of the Employer;
- (b) amounts paid in error or in excess of the amount of costs actually incurred; and
- (c) amounts paid in respect of costs which are determined by Canada to be ineligible.

Such amounts are debts due to Canada.

23.2 Interest shall be charged on overdue debts in accordance with the *Interest and Administrative Charges Regulations* made pursuant to Canada's *Financial Administration Act*.

#### **24.0 REPORTS AND MONITORING OF PROJECT**

24.1 The Employer shall provide Canada with such reports concerning the progress of the participants and particulars of the participants as may be requested by Canada. The progress reports shall be in such form and contain such information as may be specified by Canada.

24.2 The Employer shall, upon request, permit representatives of Canada to have access to the site or sites where the Job(s) are carried out to monitor such Job(s).

#### **25.0 ACCESS TO INFORMATION**

25.1 Subject to the *Access to Information Act* R.S.C. 1985, c. A-1, all information pertaining to this Agreement is public information and may be disclosed to third parties upon request under the Act.

#### **26.0 INSURANCE**

26.1 The Employer shall ensure that it has Workers' Compensation coverage or similar insurance, in accordance with provincial/territorial regulations, in place for the participants for the duration of their Job(s) pursuant to this Agreement.

#### **27.0 INFORMING CANADIANS OF THE GOVERNMENT OF CANADA'S FUNDING**

27.1 The Recipient shall allow Canada sixty (60) days from the date of signature of the Agreement to announce the Project. The parties will collaborate for the first public announcement of the project, including all communication, event or ceremony used to promote the project. The time, place and agenda for such communication activities must be appropriate for Canada.

27.2 To enable Canada's participation in any subsequent communications activities about the project; The recipient will inform Canada no later than twenty (20) calendar days preceding such communication activities.

27.3 The Recipient shall ensure that in all communication activities, publications, advertising (including on social media or websites) include the recognition of Canada's - financial assistance to the project - in a form satisfactory to Canada

#### **28.0 COMPLIANCE WITH LAWS**

28.1 The Employer shall carry out the Project in compliance with all applicable laws, by-laws and regulations, including labour regulations in the province or territory where the employment is located; any environmental legislation; and, any legislation regarding protection of information and privacy. The Employer shall obtain, prior to the commencement of the Project, all permits, licenses, consents and other authorizations that are necessary to the carrying out of the Project.



**29.0 AMENDMENT**

29.1 This Agreement may be amended by mutual consent of the parties. To be valid, any amendment to this Agreement shall be in writing and signed by both parties.

**30.0 NON-ASSIGNMENT OF AGREEMENT**

30.1 The Employer shall not assign this Agreement or any part thereof without the prior written consent of Canada.

**31.0 WARRANTY OF AUTHORITY**

31.1 The Employer warrants that its representative(s) identified in this application/agreement has (have) the authority to enter into an agreement on its behalf and agrees to provide Canada with such evidence of that authorization as Canada may reasonably require.

## Calculation of Approved Canada Summer Jobs Contribution Amount

NOTE: Each approved job can only be filled by one student.

<b>Project Number</b>	015433519
<b>Business Number</b>	106984586RT0001
<b>Common Name</b>	Town of Fort Frances
<b>Legal Name</b>	The Corporation of the Town of Fort

Job title	No. of jobs	Start Date	No. of weeks per job	Hrs. per week per job	Total hours	Hourly rate paid to student	ESDC hourly rate contribution	MERCs*	Overhead costs	Approved ESDC contribution
GIS/Engineering Summer Student	1	2018/04/30	8	30	240	\$ 16.73	\$ 7.00	0	\$ 0.00	\$ 1,680.00
<b>Total</b>	<b>1</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>240</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>\$ 1,680.00</b>

\* MERCs = Mandatory Employment Related Costs

Period during which the job is taking place: 2018/04/30 - 2018/09/01

32. Approved ESDC contribution \$ 1,680.00	33. Signature on behalf of ESDC  _____	34. Position Title  _____	35. Date  _____
36. Amendment number: 0	37. Signature on behalf of the organization* (may be required)  _____	38. Position Title  _____	39. Date  _____

\*I certify that I am authorized to sign on behalf of the employer.

May 9, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Award of Tender 18-OF-04 for MSHW Services to Host Household Hazardous Waste Events in Fort Frances**

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The Town has tendered with the community of Dryden for a common Municipal Special or Hazardous Waste (MSHW) service provider to host a one-day household hazardous waste drop-off event in each community in 2018. In 2018 the Town of Fort Frances was, responsible for preparing the tender documents and specifications and this year the Municipality of Chapple joined in the tender process for their first Household Hazardous and Special Waste event in that community.

The Town's MSHW event day is scheduled for Saturday, September 15, 2018 starting at 9:00 am and ending at 3:00 pm. All citizens living in the Rainy River District will be allowed to drop off household hazardous waste at the Public Works Yard located at 900 Wright Avenue.

For the tender this year, there was one tender submitted; The Miller Group, out of Winnipeg was the

MSHW Service Provider	Mob/Demobilization	MSHW Recycle Costs	HST	Total Price
Miller Environmental Corporation	\$10,549.50	\$9,347.00	\$2,586.54	\$22,483.04

only tender submitted. Below is a breakdown of Miller Environmental tender prices

Each community will authorize The Miller Group to be their 2018 MSHW service provider. The 2018 total estimated cost to the Town of Fort Frances without any reimbursement from Stewardship Ontario is \$20,246.68 (Town's portion of HST included) based on the quantity of MSHW materials collected in 2017. The 2018 approved operating budget has a net operating cost of \$5,000 where the total operating expenditure is estimated at \$22,000 and the revenue received is \$17,000. The exact net cost is very dependent on the amount and types of MSHW materials dropped off on the event day.

The Operations & Facilities Executive Committee recommends the following:

- 1) That the Miller Group out of Winnipeg be designated the Town 's 2018 MSHW service provider at an estimated cost of \$22,483.04 (includes HST) in accordance with the tender documents.
- 2) That the Town 's MSHW event day is scheduled on Saturday September 15, 2018 from 9:00 am to 3:00 pm.

Respectfully Submitted



Travis Rob, P.Eng.

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

- 1) That the Miller Group out of Winnipeg be designated the Town 's 2018 MSHW service provider at an estimated cost of \$22,483.04 (includes HST) in accordance with the tender documents.**
- 2) That the Town 's MSHW event day is scheduled on Saturday September 15, 2018 from 9:00 am to 3:00 pm.**

Manager of Operations and Facilities

2018 May MHSW Day Tender Award 18-OF-04

May 9, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

**RE: Award of Tender 18-OF-03 – 2018 Roadworks**

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During the week of March 31, 2018, the Town advertised for a Tender Call for the reconstruction of the Mill Road Overpass and various sanitary and water works with the tender closing on Tuesday, May 1, 2018. Advertisements were placed in the Fort Frances Times, Chronicle Journal, Thunder Bay Construction Association, Winnipeg Construction Association and on the Town of Fort Frances website.

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

<b>Contractor</b>	<b>Price (HST Included plus \$150,000.00 Contingency Allowance)</b>
Tom Veert Contracting Ltd.	\$3,532,350.61
Bay City Contractors Inc.	\$3,425,924.96
Makkinga Contracting & Equipment Rentals	\$3,406,305.90

The works tendered consisted of six (6) individual projects to be completed in 2018 and 2019. Of those six, two were service installations for private new development. The projects are as follows:

**2018 Construction Program**

**1. Reconstruction of the Mill Road Overpass**

Full recondition of the Mill Road Overpass Structure including the replacement of expansion joints, asphalt surface, storm sewer and concrete repairs. Full replacement of watermain, storm sewer, landscaping, road surface for the approaches from Elizabeth Street to Lake Road.

**2. Watermain Looping on Frenette Avenue from First Street to Second Street**

Installation of a new water main along Frenette Avenue between First Street and Second Street to address a long dead end main and improve water quality and fire flows in this area.

**3. Sanitary Sewer Improvements – Church Street and Minnie Avenue Area**

Installation of new manholes and sanitary valves in the Church Street and Minnie Avenue area to improve the operations of the sanitary system in this area as a result of the 2018 Sanitary Sewer System Investigation.

**4. Fire Hydrant and Valve Replacement (Various Locations)**

Replacement of non-operational hydrant and valve sets in various locations around town.

**5. Water and Sewer Service Installations (Kings Highway and Minnie Avenue)**

Installation of new sewer and water services for a new development on both Minnie Avenue and a water service installation on Kings Highway by directional drill, both are at the developers cost.

## **2019 Construction Program**

### **6. Surface Coarse paving of Mill Road**

Installation of the Surface Coarse paving on the Mill Road Overpass and approaches from Elizabeth Street to Lake Road including line painting.

The 2018 work is scheduled to begin ASAP in May and to be completed by October 19, 2018 with the 2019 work to be completed by July 2019.

In accordance with the Town's procurement policy, Administration has an obligation to point out to Council any tender irregularities. There were no mathematical errors in the tender submissions. **See Spreadsheet No. 1**, which outlines details on the two (2) tender bids received and the associated costs for each individual project. Also, highlighted in "green" indicates the lowest unit bid price and "red" indicates the highest unit bid price. The private works are highlighted in "purple" and the 2019 works are shown in "blue" text.

The low tender bid was Bay City Contractors with a total cost of \$3,406,305.90 which includes a \$150,000 contingency allowance and HST. Please review the attached **Spreadsheet No. 2** - outlining the Council approved 2018 capital budget for each project vs. the lowest tender bid from Bay City Contractors plus Hatch engineering costs (10%). Some provisional items were removed from the contract due to budget shortfalls or a change in scope, namely a reduction in hydrant and valve replacements to four (4) each and a removal of private storm sewer service installations.

It is estimated the capital budget surplus is \$43,663.55 for 2018. It should be clearly stated that the \$150,000 contingency allowance for the 2018 portion of the work has **NOT** been factored into the calculations for the projected budget deficit, however the private works portions and associated allocations have been removed.

Please find attached a letter report from Hatch recommending that Makkinga Contracting and Equipment Rentals be awarded this tender as they are the low tender and, in the past, have performed well on similar projects in our community.

It is recommended by Administration that the following be approved:

- That Tender 18-OF-03 – 2018 - Road Reconstruction, Watermain and Sewer Replacement be awarded to 1876118 Ontario Limited operating as Makkinga Contracting and Equipment Rentals, at an estimated cost of \$3,348,110.90 which includes HST and a contingency allowance of \$150,000.00.
- That Letters of undertaking be signed by the property owners requesting private works tendered prior to undertaking any of the works.
- That in the near future an open house public meeting is scheduled to ensure all property owners abutting the construction projects obtain first-hand knowledge on these projects and have the opportunity to ask any questions. The exact date of the meeting is unknown at the time of writing this report.

- That the Mayor and Clerk be authorized to execute the contract documents on behalf of the Corporation of the Town of Fort Frances.

Respectfully Submitted



Travis Rob, P.Eng.

Manager of Operations and Facilities

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

- **That Tender 18-OF-03 – 2018 - Road Reconstruction, Watermain and Sewer Replacement be awarded to 1876118 Ontario Limited operating as Makkinga Contracting and Equipment Rentals, at an estimated cost of \$3,348,110.90 which includes HST and a contingency allowance of \$150,000.00.**
- **That Letters of undertaking be signed by the property owners requesting private works tendered prior to undertaking any of the works.**
- **That in the near future an open house public meeting is scheduled to ensure all property owners abutting the construction projects obtain first-hand knowledge on these projects and have the opportunity to ask any questions. The exact date of the meeting is unknown at the time of writing this report.**
- **That the Mayor and Clerk be authorized to execute the contract documents on behalf of the Corporation of the Town of Fort Frances.**



1.8

SCHEDULE OF TENDER PRICES

Section 00300

A. For those Tender Items identified by the notation (P) in the “Unit” column, measurement is by Plan Quantity. Tender															
Spreadsheet #1						Tom Veert Contracting		Bay City Contracting		Makkinga Contracting And Equipment Rentals					
ITEM NO.	OPS SPEC.	DESCRIPTION	EST. QTY	UNIT	UNIT BID PRICE	TOTAL BID PRICE	UNIT BID PRICE	TOTAL BID PRICE	UNIT BID PRICE	TOTAL BID PRICE	% portion of Project	Portion of General	Portion of Engineering (10%)	Town's Portion HST	TOTAL
MILL ROAD OVERPASS															
Section A - Structural															
Part A.1 (Bridge Deck Paving)															
A.101	308	Tack Coat	525.0	m²	\$ 6.48	\$ 3,402.00	\$ 8.00	\$ 4,200.00	\$ 8.00	\$ 4,200.00	0.14%	\$324.75	\$452.48	\$87.60	\$5,064.83
A.102	510, SP	Removal of Asphalt Pavement from Concrete Surfaces on Structures	416.0	m²	\$ 8.00	\$ 3,328.00	\$ 5.00	\$ 2,080.00	\$ 25.00	\$ 10,400.00	0.35%	\$804.15	\$1,120.41	\$216.91	\$12,541.48
A.103	510, SP	Removal of Asphalt Pavement (Full Depth on Approaches)	109.0	m²	\$ 6.00	\$ 654.00	\$ 5.00	\$ 545.00	\$ 5.00	\$ 545.00	0.02%	\$42.14	\$58.71	\$11.37	\$657.22
A.104	310, SP	Superpave 12.5 (1 lift - 75mm lift)	97.0	t	\$ 254.00	\$ 24,638.00	\$ 285.00	\$ 27,645.00	\$ 285.00	\$ 27,645.00	0.93%	\$2,137.57	\$2,978.26	\$576.59	\$33,337.42
Part A.2 (Structural)											0.00%	\$0.00	\$0.00	\$0.00	\$0.00
A.201	904, SP	Concrete in Parapet Walls (Local Full-Depth Repair)	0.1	m³	\$ 26,605.00	\$ 2,660.50	\$ 10,900.00	\$ 1,090.00	\$ 23,000.00	\$ 2,300.00	0.08%	\$177.84	\$247.78	\$47.97	\$2,773.60
A.202	905, SP	Stainless Steel Reinforcing Bar (For Concrete End Dams)	0.2	t	\$ 31,016.00	\$ 6,203.20	\$ 17,800.00	\$ 3,560.00	\$ 25,000.00	\$ 5,000.00	0.17%	\$386.61	\$538.66	\$104.28	\$6,029.56
A.203	914, SP	Bridge Deck Waterproofing	416.0	m²	\$ 133.20	\$ 55,411.20	\$ 175.00	\$ 72,800.00	\$ 125.00	\$ 52,000.00	1.76%	\$4,020.75	\$5,602.07	\$1,084.56	\$62,707.39
A.204	920, SP	Deck Joint Assemblies, Modification	24.0	m	\$ 6,250.39	\$ 150,009.36	\$ 7,100.00	\$ 170,400.00	\$ 5,500.00	\$ 132,000.00	4.46%	\$10,206.52	\$14,220.65	\$2,753.12	\$159,180.29
A.205	928, SP	Concrete Removal - Partial Depth, Type A (Curb face and Sidewalk on Deck)	0.9	m²	\$ 3,640.00	\$ 3,276.00	\$ 2,250.00	\$ 2,025.00	\$ 3,000.00	\$ 2,700.00	0.09%	\$208.77	\$290.88	\$56.31	\$3,255.96
A.206	928, SP	Concrete Removal - Partial Depth, Type C (Abutment Faces)	6.9	m²	\$ 1,657.00	\$ 11,433.30	\$ 2,250.00	\$ 15,525.00	\$ 1,500.00	\$ 10,350.00	0.35%	\$800.28	\$1,115.03	\$215.87	\$12,481.18
A.207	928, SP	Concrete Removal - Full-Depth (Locally at Parapet Walls)	0.1	m³	\$ 31,549.00	\$ 3,154.90	\$ 10,500.00	\$ 1,050.00	\$ 25,000.00	\$ 2,500.00	0.08%	\$193.31	\$269.33	\$52.14	\$3,014.78
A.208	928, SP	Concrete Removal - Deck Joint Assemblies	3.1	m³	\$ 11,065.00	\$ 34,301.50	\$ 7,100.00	\$ 22,010.00	\$ 10,000.00	\$ 31,000.00	1.05%	\$2,396.99	\$3,339.70	\$646.57	\$37,383.25
A.209	930, SP	Concrete Patches, Formed Surface (Abutment Faces, Sidewalk Curb Refacing)	1.0	m³	\$ 21,104.72	\$ 21,104.72	\$ 11,300.00	\$ 11,300.00	\$ 17,000.00	\$ 17,000.00	0.57%	\$1,314.48	\$1,831.45	\$354.57	\$20,500.49
A.210	905, SP	Stainless Steel Mechanical Connectors	14.0	ea	\$ 350.17	\$ 4,902.38	\$ 75.00	\$ 1,050.00	\$ 280.00	\$ 3,920.00	0.13%	\$303.10	\$422.31	\$81.76	\$4,727.17
A.211	932, SP	Joint Seal	18.2	m	\$ 605.00	\$ 11,011.00	\$ 250.00	\$ 4,550.00	\$ 480.00	\$ 8,736.00	0.29%	\$675.49	\$941.15	\$182.21	\$10,534.84
Part A.3 (Miscellaneous)													\$0.00		
A.301	511, SP	Rip Rap (Including Geotextile) and Removal of Ditch Liner at Drain Pipe Outlets	86.0	m²	\$ 108.00	\$ 9,288.00	\$ 135.00	\$ 11,610.00	\$ 170.00	\$ 14,620.00	0.49%	\$1,130.45	\$1,575.04	\$304.93	\$17,630.42
A.302*	905, SP	Reinforcing Steel Bar	0.10	t	\$ 28,831.30	\$ 2,883.13	\$ 6,000.00	\$ 600.00	\$ 24,000.00	\$ 2,400.00	0.08%	\$185.57	\$258.56	\$50.06	\$2,894.19
A.303*	905, SP	Stainless Steel Reinforcing Steel Bar	0.15	t	\$ 32,093.00	\$ 4,813.95	\$ 17,500.00	\$ 2,625.00	\$ 26,000.00	\$ 3,900.00	0.13%	\$301.56	\$420.16	\$81.34	\$4,703.05
A.304*	928, SP	Concrete Removal - Partial Depth, Type A (Top of Deck and Approach Slabs)	52.5	m²	\$ 755.84	\$ 39,681.60	\$ 715.00	\$ 37,537.50	\$ 600.00	\$ 31,500.00	1.06%	\$2,435.65	\$3,393.56	\$656.99	\$37,986.21
A.305*	930, SP	Concrete Patches, Unformed Surface (Top of Deck and Approach Slabs)	5.3	m³	\$ 4,098.00	\$ 21,719.40	\$ 2,525.00	\$ 13,382.50	\$ 3,230.00	\$ 17,119.00	0.58%	\$1,323.68	\$1,844.27	\$357.05	\$20,644.00
A.306	802, SP	Topsoil, Imported	30.0	m³	\$ 27.00	\$ 810.00	\$ 75.00	\$ 2,250.00	\$ 33.00	\$ 990.00	0.03%	\$76.55	\$106.65	\$20.65	\$1,193.85
A.307	804, SP	Seed and Erosion Control Blanket	300.0	m²	\$ 4.00	\$ 1,200.00	\$ 7.00	\$ 2,100.00	\$ 4.50	\$ 1,350.00	0.05%	\$104.38	\$145.44	\$28.16	\$1,627.98
Part A.4 (Environmental)													\$0.00		
A.401	SP	Environmental Protection incl. Erosion and Sediment Control Plan	100%	LS	\$ 14,500.00	\$ 14,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	0.05%	\$115.98	\$161.60	\$31.29	\$1,808.87
A.402	SP	Management of Effluent from Concrete Cutting/Grinding	100%	LS	\$ 4,000.00	\$ 4,000.00	\$ 1,000.00	\$ 1,000.00	\$ 6,000.00	\$ 6,000.00	0.20%	\$463.93	\$646.39	\$125.14	\$7,235.47
Total Section A - Structural						\$ 434,386.14	\$ 98,960.00	\$ 411,935.00	\$172,745.50	\$ 389,675.00	13.15%	\$30,130.49	\$41,980.55	\$8,127.43	\$469,913.48

ITEM NO.	OPS SPEC.	DESCRIPTION	EST. QTY	UNIT	UNIT BID PRICE	TOTAL BID PRICE	UNIT BID PRICE	TOTAL BID PRICE	UNIT BID PRICE	TOTAL BID PRICE	% portion of Project	Portion of General	Portion of Engineering (10%)	Town's Portion HST	TOTAL
Section B - Grading															
B.001	206, SP	Earth Excavation (Grading)	4,678	m <sup>3</sup> (P)	\$ 15.00	\$ 70,170.00	\$ 14.00	\$ 65,492.00	\$ 12.00	\$ 56,136.00	1.89%	\$4,340.55	\$6,047.66	\$1,170.83	\$67,695.04
B.002*	SP	Geogrid (Terrafix TBX 3000 or Equivalent	3,694	m <sup>2</sup>	\$ 3.00	\$ 11,082.00	\$ 7.00	\$ 25,858.00	\$ 6.00	\$ 22,164.00	0.75%	\$1,713.77	\$2,387.78	\$462.27	\$26,727.82
B.003	310, SP	Superpave 19.0 (Binder Course) 70mm	1,220	t	\$ 247.70	\$ 302,194.00	\$ 230.00	\$ 280,600.00	\$ 231.00	\$ 281,820.00	9.51%	\$21,790.92	\$30,361.09	\$5,877.91	\$339,849.92
B.004	310, SP	Superpave 12.5 (Surface Course) 55mm (2019)	975	t	\$ 249.70	\$ 243,457.50	\$ 230.00	\$ 224,250.00	\$ 233.00	\$ 227,175.00	7.67%	\$17,565.65	\$24,474.07	\$4,738.18	\$273,952.89
B.005	310, SP	Hot Mix HL4 Asphalt (Bike Path & Misc Behind Curb) 50 mm	120	t	\$ 305.86	\$ 36,703.20	\$ 285.00	\$ 34,200.00	\$ 285.00	\$ 34,200.00	1.15%	\$2,644.42	\$3,684.44	\$713.31	\$41,242.17
B.006*	310, SP	Temporary Hot Mix HL4 Asphalt for Detour Lane	70	t	\$ 359.70	\$ 25,179.00	\$ 340.00	\$ 23,800.00	\$ 325.00	\$ 22,750.00	0.77%	\$1,759.08	\$2,450.91	\$474.50	\$27,434.48
B.007	314, SP	Granular 'A'	4,315	t	\$ 23.00	\$ 99,245.00	\$ 24.00	\$ 103,560.00	\$ 25.00	\$ 107,875.00	3.64%	\$8,341.12	\$11,621.61	\$2,249.94	\$130,087.68
B.008	314, SP	Granular 'B' (Type 2)	6,000	t	\$ 18.37	\$ 110,220.00	\$ 23.00	\$ 138,000.00	\$ 27.00	\$ 162,000.00	5.47%	\$12,526.18	\$17,452.62	\$3,378.83	\$195,357.63
B.009	351, SP	Concrete Sidewalk	95	m <sup>2</sup>	\$ 126.00	\$ 11,970.00	\$ 165.00	\$ 15,675.00	\$ 156.00	\$ 14,820.00	0.50%	\$1,145.91	\$1,596.59	\$309.10	\$17,871.61
B.010	SP	Tactile Strips (OPSD 310.039) 610x1.83m	3	ea	\$ 720.00	\$ 2,160.00	\$ 700.00	\$ 2,100.00	\$ 265.00	\$ 795.00	0.03%	\$61.47	\$85.65	\$16.58	\$958.70
B.011	353, SP	Curb and Gutter (Machine Layed) OPSD 600.010	111	m	\$ 159.60	\$ 17,715.60	\$ 190.00	\$ 21,090.00	\$ 140.00	\$ 15,540.00	0.52%	\$1,201.59	\$1,674.16	\$324.12	\$18,739.86
B.012	353, SP	Curb and Gutter (Machine Layed) OPSD 600.040	482	m	\$ 129.60	\$ 62,467.20	\$ 175.00	\$ 84,350.00	\$ 120.00	\$ 57,840.00	1.95%	\$4,472.31	\$6,231.23	\$1,206.37	\$69,749.91
B.013	353, SP	Curb and Gutter, Repairs, Remove and Replace (Hand Form & Pour OPSD 600.010)	43	m	\$ 312.00	\$ 13,416.00	\$ 320.00	\$ 13,760.00	\$ 215.00	\$ 9,245.00	0.31%	\$714.84	\$995.98	\$192.82	\$11,148.65
B.014	510, SP	Removal of Asphalt Pavement (Full Depth)	7,586	m <sup>2</sup> (P)	\$ 6.00	\$ 45,516.00	\$ 5.00	\$ 37,930.00	\$ 4.00	\$ 30,344.00	1.02%	\$2,346.26	\$3,269.03	\$632.88	\$36,592.17
B.015*	510, SP	Removal of Temporary Asphalt on Detour Lane (Full Depth)	570	m <sup>2</sup> (P)	\$ 6.00	\$ 3,420.00	\$ 5.00	\$ 2,850.00	\$ 4.00	\$ 2,280.00	0.08%	\$176.29	\$245.63	\$47.55	\$2,749.48
B.016	510, SP	Removal of Curb and Gutter	636	m(P)	\$ 12.00	\$ 7,632.00	\$ 17.00	\$ 10,812.00	\$ 17.00	\$ 10,812.00	0.36%	\$836.01	\$1,164.80	\$225.51	\$13,038.31
B.017	510, SP	Removal of Concrete Sidewalk	95	m <sup>2</sup>	\$ 24.00	\$ 2,280.00	\$ 30.00	\$ 2,850.00	\$ 17.00	\$ 1,615.00	0.05%	\$124.88	\$173.99	\$33.68	\$1,947.55
B.018	510, SP	Removal of Steel Beam Guide Rail	108	m	\$ 44.00	\$ 4,752.00	\$ 20.00	\$ 2,160.00	\$ 25.00	\$ 2,700.00	0.09%	\$208.77	\$290.88	\$56.31	\$3,255.96
B.019	511, SP	Rip Rap (Including Geotextile)	9	m <sup>2</sup>	\$ 70.00	\$ 630.00	\$ 75.00	\$ 675.00	\$ 140.00	\$ 1,260.00	0.04%	\$97.43	\$135.74	\$26.28	\$1,519.45
B.020	721, SP	Steel Beam Guide Rail	108	m	\$ 68.00	\$ 7,344.00	\$ 350.00	\$ 37,800.00	\$ 345.00	\$ 37,260.00	1.26%	\$2,881.02	\$4,014.10	\$777.13	\$44,932.25
B.021	206, SP	Ditch Cleanout (8th Avenue and Mill Road)	205	m	\$ 29.00	\$ 5,945.00	\$ 20.00	\$ 4,100.00	\$ 45.00	\$ 9,225.00	0.31%	\$713.30	\$993.83	\$192.41	\$11,124.53
B.022	421	600 Dia CSP Aluminized Driveway Culverts (8th Avenue)	18	m	\$ 512.00	\$ 9,216.00	\$ 260.00	\$ 4,680.00	\$ 400.00	\$ 7,200.00	0.24%	\$556.72	\$775.67	\$150.17	\$8,682.56
B.023	710, SP	Pavement Markings - Binder	1	LS	\$ 14,820.00	\$ 14,820.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	\$ 14,500.00	0.49%	\$1,121.17	\$1,562.12	\$302.43	\$17,485.71
B.024	710, SP	Pavement Markings - Surface (2019)	1	LS	\$ 15,388.00	\$ 15,388.00	\$ 14,600.00	\$ 14,600.00	\$ 15,000.00	\$ 15,000.00	0.51%	\$1,159.83	\$1,615.98	\$312.85	\$18,088.67
B.025	706, SP	Traffic Control & Signage	1	LS	\$ 7,500.00	\$ 7,500.00	\$ 10,000.00	\$ 10,000.00	\$ 31,000.00	\$ 31,000.00	1.05%	\$2,396.99	\$3,339.70	\$646.57	\$37,383.25
B.026	SP	Portable Temporary Traffic Signals	2.0	ea	\$ 11,550.00	\$ 23,100.00	\$ 16,100.00	\$ 32,200.00	\$ 11,725.00	\$ 23,450.00	0.79%	\$1,813.20	\$2,526.32	\$489.10	\$28,278.62
B.027	539, SP	Temporary Traffic Protection System	1.0	LS	\$ 33,548.75	\$ 33,548.75	\$ 10,000.00	\$ 10,000.00	\$ 35,000.00	\$ 35,000.00	1.18%	\$2,706.27	\$3,770.63	\$729.99	\$42,206.89
B.028	Section 02930	100 mm Topsoil and Sod	835	m <sup>2</sup>	\$ 15.00	\$ 12,525.00	\$ 23.00	\$ 19,205.00	\$ 18.00	\$ 15,030.00	0.51%	\$1,162.15	\$1,619.22	\$313.48	\$18,124.85
B.029	SP	Boulevard Works Stripping and Removal	1	LS	\$ 8,000.00	\$ 8,000.00	\$ 2,500.00	\$ 2,500.00	\$ 1,875.00	\$ 1,875.00	0.06%	\$144.98	\$202.00	\$39.11	\$2,261.08
B.030	804, SP	Hydro Seeding (Hydraulic)	1	LS	\$ 4,000.00	\$ 4,000.00	\$ 3,500.00	\$ 3,500.00	\$ 5,050.00	\$ 5,050.00	0.17%	\$390.48	\$544.05	\$105.33	\$6,089.85
Total Section B - Grading						\$1,211,596.25		\$1,243,097.00		\$1,255,961.00	42.39%	\$78,388.07	\$109,217.41	\$21,144.49	\$1,222,535.97
							Total 2018		\$1,013,786.00						



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<b>MILL ROAD OVERPASS</b>															
<b>Section C - Storm Sewers</b>															
C.001	510, SP	Remove Existing Catchbasins and Ditch Inlets	8	ea	\$ 1,443.00	\$ 11,544.00	\$ 400.00	\$ 3,200.00	\$ 600.00	\$ 4,800.00	0.16%	\$371.15	\$517.11	\$100.11	\$5,788.37
C.002	510, SP	Remove Existing Manholes	1	ea	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 600.00	0.02%	\$46.39	\$64.64	\$12.51	\$723.55
C.003	510, SP	Remove Existing 300 mm Storm Sewer Leads	163	m	\$ 74.00	\$ 12,062.00	\$ 25.00	\$ 4,075.00	\$ 30.00	\$ 4,890.00	0.17%	\$378.11	\$526.81	\$101.99	\$5,896.91
C.004	510, SP	Remove Existing 1200 mm Storm Sewer	24	m	\$ 1,663.00	\$ 39,912.00	\$ 50.00	\$ 1,200.00	\$ 60.00	\$ 1,440.00	0.05%	\$111.34	\$155.13	\$30.03	\$1,736.51
C.005	510, SP	Remove Existing 1600 mm Storm Sewer	32	m	\$ 1,715.00	\$ 54,880.00	\$ 60.00	\$ 1,920.00	\$ 67.00	\$ 2,144.00	0.07%	\$165.78	\$230.98	\$44.72	\$2,585.47
C.006	510, SP	Remove Existing 400 and 600 mm CSP Culvert	45	m	\$ 35.00	\$ 1,575.00	\$ 25.00	\$ 1,125.00	\$ 30.00	\$ 1,350.00	0.05%	\$104.38	\$145.44	\$28.16	\$1,627.98
C.007	407, SP	Storm Manhole #1 (1+670 Lt)	1	LS	\$ 22,000.00	\$ 22,000.00	\$ 19,995.00	\$ 19,995.00	\$ 32,000.00	\$ 32,000.00	1.08%	\$2,474.31	\$3,447.43	\$667.42	\$38,589.16
C.008	407, SP	Storm Manhole #2 (2+145 Lt)	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 15,000.00	\$ 15,000.00	\$ 9,000.00	\$ 9,000.00	0.30%	\$695.90	\$969.59	\$187.71	\$10,853.20
C.009	407, SP	Catchbasins	7	ea	\$ 4,000.00	\$ 28,000.00	\$ 3,850.00	\$ 26,950.00	\$ 4,000.00	\$ 28,000.00	0.95%	\$2,165.02	\$3,016.50	\$583.99	\$33,765.52
C.010	407, SP	Ditch Inlet Catchbasins	2	ea	\$ 4,000.00	\$ 8,000.00	\$ 3,800.00	\$ 7,600.00	\$ 3,500.00	\$ 7,000.00	0.24%	\$541.25	\$754.13	\$146.00	\$8,441.38
C.011	410	300 mm Catchbasin Leads	152	m	\$ 332.00	\$ 50,464.00	\$ 200.00	\$ 30,400.00	\$ 180.00	\$ 27,360.00	0.92%	\$2,115.53	\$2,947.55	\$570.65	\$32,993.73
C.012	410	450 mm Storm Sewer	55	m	\$ 327.00	\$ 17,985.00	\$ 500.00	\$ 27,500.00	\$ 295.00	\$ 16,225.00	0.55%	\$1,254.55	\$1,747.96	\$338.40	\$19,565.91
C.013	410	1200 mm Storm Sewer	24	m	\$ 2,800.00	\$ 67,200.00	\$ 2,500.00	\$ 60,000.00	\$ 4,200.00	\$ 100,800.00	3.40%	\$7,794.07	\$10,859.41	\$2,102.38	\$121,555.86
C.014	410	1600 mm Storm Sewer	32	m	\$ 3,302.00	\$ 105,664.00	\$ 3,500.00	\$ 112,000.00	\$ 4,500.00	\$ 144,000.00	4.86%	\$11,134.38	\$15,513.44	\$3,003.40	\$173,651.22
C.015	SP	Connect to Existing 300 mm Storm Leads	7	ea	\$ 2,500.00	\$ 17,500.00	\$ 1,000.00	\$ 7,000.00	\$ 650.00	\$ 4,550.00	0.15%	\$351.82	\$490.18	\$94.90	\$5,486.90
C.016	SP	Connect to Existing 400 mm Storm Sewer	1	ea	\$ 3,000.00	\$ 3,000.00	\$ 1,250.00	\$ 1,250.00	\$ 3,000.00	\$ 3,000.00	0.10%	\$231.97	\$323.20	\$62.57	\$3,617.73
C.017	SP	Connect to Existing 1200 mm Storm Sewer	2	ea	\$ 3,800.00	\$ 7,600.00	\$ 2,500.00	\$ 5,000.00	\$ 4,500.00	\$ 9,000.00	0.30%	\$695.90	\$969.59	\$187.71	\$10,853.20
C.018	SP	Connect to Existing 1600 mm Storm Sewer	2	ea	\$ 4,500.00	\$ 9,000.00	\$ 5,000.00	\$ 10,000.00	\$ 4,500.00	\$ 9,000.00	0.30%	\$695.90	\$969.59	\$187.71	\$10,853.20
C.019	408, SP	Rebuild and Adjust Existing Catchbasin Frames and Grates	14	ea	\$ 1,105.00	\$ 15,470.00	\$ 750.00	\$ 10,500.00	\$ 800.00	\$ 11,200.00	0.38%	\$866.01	\$1,206.60	\$233.60	\$13,506.21
C.020	SP	Supply and Install Adjustable San. Manhole Covers	3	ea	\$ 2,800.00	\$ 8,400.00	\$ 1,500.00	\$ 4,500.00	\$ 2,000.00	\$ 6,000.00	0.20%	\$463.93	\$646.39	\$125.14	\$7,235.47
C.021	405	150 mm Subdrain (Rigid)	196	m	\$ 49.00	\$ 9,604.00	\$ 100.00	\$ 19,600.00	\$ 80.00	\$ 15,680.00	0.53%	\$1,212.41	\$1,689.24	\$327.04	\$18,908.69
C.022	405	150 mm Subdrain (Flex)	85	m	\$ 58.00	\$ 4,930.00	\$ 75.00	\$ 6,375.00	\$ 20.00	\$ 1,700.00	0.06%	\$131.45	\$183.14	\$35.46	\$2,050.05
C.023*	410, SP	Remove and Replace Existing 1200 CSP Storm Sewer to Ex. Outlet Location	15	m	\$ 3,367.00	\$ 50,505.00	\$ 3,750.00	\$ 56,250.00	\$ 2,000.00	\$ 30,000.00	1.01%	\$2,319.66	\$3,231.97	\$625.71	\$36,177.34
C.024*	410, SP	Remove and Replace Existing 1600 CSP Storm Sewer to Ex. Outlet Location	17	m	\$ 3,754.00	\$ 63,818.00	\$ 4,500.00	\$ 76,500.00	\$ 2,500.00	\$ 42,500.00	1.43%	\$3,286.19	\$4,578.62	\$886.42	\$51,251.23
Total Section C - Storm Sewers						\$ 621,113.00		\$ 508,940.00		\$ 512,239.00	17.29%	\$39,607.40	\$55,184.64	\$10,683.75	\$617,714.79
<b>Section D - Watermain</b>															
D.001	510, SP	Remove 150 mm Watermain	241	m	\$ 164.00	\$ 39,524.00	\$ 30.00	\$ 7,230.00	\$ 30.00	\$ 7,230.00	0.24%	\$559.04	\$778.90	\$150.80	\$8,718.74
D.002	510, SP	Remove 300 mm Watermain	204	m	\$ 195.00	\$ 39,780.00	\$ 35.00	\$ 7,140.00	\$ 30.00	\$ 6,120.00	0.21%	\$473.21	\$659.32	\$127.64	\$7,380.18
D.003	441, SP	150 mm Water Valve and Box	3	ea	\$ 8,000.00	\$ 24,000.00	\$ 2,500.00	\$ 7,500.00	\$ 2,500.00	\$ 7,500.00	0.25%	\$579.92	\$807.99	\$156.43	\$9,044.33
D.004	441, SP	300 mm Water Valve and Box	1	ea	\$ 10,500.00	\$ 10,500.00	\$ 5,400.00	\$ 5,400.00	\$ 6,100.00	\$ 6,100.00	0.21%	\$471.66	\$657.17	\$127.23	\$7,356.06
D.005	441, SP	150 mm Watermain	114	m	\$ 430.00	\$ 49,020.00	\$ 400.00	\$ 45,600.00	\$ 410.00	\$ 46,740.00	1.58%	\$3,614.04	\$5,035.40	\$974.85	\$56,364.29
D.006	441, SP	300 mm Watermain	107	m	\$ 685.00	\$ 73,295.00	\$ 545.00	\$ 58,315.00	\$ 575.00	\$ 61,525.00	2.08%	\$4,757.24	\$6,628.22	\$1,283.22	\$74,193.69
D.007	510, 441, SP	Remove & Replace 19mm Dia Water Services	4	ea	\$ 4,028.00	\$ 16,112.00	\$ 3,150.00	\$ 12,600.00	\$ 3,000.00	\$ 12,000.00	0.41%	\$927.87	\$1,292.79	\$250.28	\$14,470.94
D.008	510, 441, SP	Remove & Replace 38 mm Dia Water Service	1	ea	\$ 4,600.00	\$ 4,600.00	\$ 4,250.00	\$ 4,250.00	\$ 3,800.00	\$ 3,800.00	0.13%	\$293.82	\$409.38	\$79.26	\$4,582.46
D.009	510, 441, SP	Remove & Replace Hydrant Set and Lead	1	ea	\$ 14,000.00	\$ 14,000.00	\$ 16,100.00	\$ 16,100.00	\$ 18,000.00	\$ 18,000.00	0.61%	\$1,391.80	\$1,939.18	\$375.43	\$21,706.40
D.010	441, SP	Temporary Water Service	1	LS	\$ 14,000.00	\$ 14,000.00	\$ 15,000.00	\$ 15,000.00	\$ 10,000.00	\$ 10,000.00	0.34%	\$773.22	\$1,077.32	\$208.57	\$12,059.11
D.011*	SP	Watermain Bedding Upgrade (Crushed Stone)	221	m	\$ 30.00	\$ 6,630.00	\$ 15.00	\$ 3,315.00	\$ 40.00	\$ 8,840.00	0.30%	\$683.53	\$952.35	\$184.38	\$10,660.26
D.012*	SP	Rigid Styrofoam Insulation (50mm Thick)	60	m <sup>2</sup>	\$ 24.00	\$ 1,440.00	\$ 40.00	\$ 2,400.00	\$ 45.00	\$ 2,700.00	0.09%	\$208.77	\$290.88	\$56.31	\$3,255.96
Total Section D - Watermain						\$ 292,901.00		\$ 184,850.00		\$ 190,555.00	6.43%	\$14,734.11	\$20,528.91	\$3,974.40	\$229,792.42

**355616 - SECTION 00300 - FORM OF TENDER - ADDENDUM NO. 3**

2018 Tender 18-OF-03 Bid and Budget Summary Sheet

Spreadsheet #2

	Description	Approved 2018 Capital	Makkinga Low bid*	Portion of Bonds & Insurance	10% Engineering	Total + Town's portion HST	Actual Approved Budget	Grant Funds (Connecting Link**)	Town's Portion Cost	Town %	Grant %	Budget Surplus (Deficit)
M I I Road Over pass	Strucutural	\$373,269.24	\$389,675.00	\$30,130.49	\$41,980.55	\$469,913.48	\$37,327.00	\$417,645.48	\$52,268.00	11.12%	88.88%	\$ (14,941.01)
	Grading	\$1,203,083.61	\$1,013,786.00	\$78,388.07	\$109,217.41	\$1,222,535.97	\$120,308.59	\$1,086,554.53	\$135,981.44	11.12%	88.88%	\$ (15,672.85)
	Storm Sewer	\$490,673.15	\$512,239.00	\$39,607.40	\$55,184.64	\$617,714.79	\$49,067.41	\$549,007.00	\$68,707.79	11.12%	88.88%	\$ (19,640.38)
	Watermain	\$301,802.00	\$190,555.00	\$14,734.11	\$20,528.91	\$229,792.42	\$301,802.00	\$0.00	\$229,792.42	100.00%	0.00%	\$ 72,009.58
	SUBTOTAL	\$2,368,828.00	\$1,915,700.00	\$117,995.47	\$164,402.05	\$2,539,956.66	\$508,505.00	\$2,053,207.00	\$204,689.23	8.06%	80.84%	\$21,755.34
M s c Works	Misc Sanitary	\$70,000.00	\$34,500.00	\$3,904.77	\$5,440.48	\$44,616.92	\$70,000.00	\$0.00	\$44,616.92	100%	0%	\$ 25,383.08
	Misc Water	\$175,000.00	\$148,000.00	\$11,443.67	\$15,944.37	\$178,474.87	\$175,000.00	\$0.00	\$178,474.87	100%	0%	\$ (3,474.87)
	TOTAL	\$2,613,828.00	\$2,098,200.00	\$133,343.91	\$185,786.89	\$2,763,048.45	\$753,505.00	\$2,053,207.00	\$427,781.02	15%	74%	\$43,663.55

\*Bid as represented does not include \$150,000.00 in contengency allowance and only considered 2018 Town Works

\*\* Maximum 2018/2019 Connecting Link Funding is \$2,053,207.00



May 4, 2018

355616 GC  
FF 2018 Road Reconstr.

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

**Attention:** Mr. Travis Rob, P. Eng.  
Manager, Operations and Facilities

**Subject:** Tender No. 18-OF-03  
Mill Road Bridge Overpass Rehabilitation and  
2018 Road Reconstruction, Watermain and Sewer Improvements  
Recommendation for Award

Tenders for the above Contract were received by the Town of Fort Frances on May 1<sup>st</sup>, 2018. Three tenders were received as listed below in ascending order:

- |    |  |                  |
|----|--|------------------|
| 1) | 1876118 Ontario Limited O/A Makkinga Contracting & Equipment Rentals | - \$3,406,305.90 |
| 2) | Bay City Contractors (Thunder Bay) Inc.                              | - \$3,425,924.96 |
| 3) | Tom Veert Contracting Ltd.   | - \$3,532,350.61 |

The Engineer's estimate for this project was \$3,432,711.74. All prices include 13% HST and a \$150,000 contingency allowance for any unforeseen items that may be encountered during construction. The contingency allowance will not be spent without prior written approval from the Town of Fort Frances. No arithmetic errors were found in any of the submitted tenders. A copy of the tender comparison spreadsheet for all the submitted bids as well as Hatch's estimate is attached.

#### **GENERAL REVIEW**

A general review was conducted on all of the received tenders. All were signed and accompanied by the requisite bonding, OH&S declaration, and all tenderers acknowledged receiving the four Addenda issued during the tendering period. There did not appear to be any un-balanced tender items between the lowest and second lowest tenders.

The low bidder, Makkinga Contracting & Equipment Rentals, is an experienced road and sewer contractor and has completed sizeable sewer, watermain, and road construction projects in both Rainy River and Fort Frances in the recent past.

#### **TENDERING STATEMENTS "A" TO "F"**

A review of the two lowest tenderers submission of Statements "A" to "F" was completed. Bay City Contractors submitted all the required statements, namely, the List of Similar Work, Supervisory Staff, Construction Equipment, Sub-Contractors and Suppliers, Sources of Granular Materials, Concrete, and Asphalt. There were no alternative products proposed from either Bay City Contractors or Makkinga Contracting in Schedule "F".

**Makkinga Contracting** has named both Mr. John Makkinga and Mr. Andrew Makkinga Superintendents for this project. Andrew has over 10 years' experience and John over 35 years as listed on Statement "B". Makkinga Contracting failed to complete Statement "C" – Tenderer's Construction Equipment. A list of equipment was previously provided by Makkinga Contracting and found to be satisfactory.

Both Statements "D" Subcontractors and Suppliers and Statement "E" Sources of Granular Materials, Concrete, and Asphalt were not fully completed by Makkinga Contracting.

The uncompleted statements were discussed with Makkinga Contracting and they have informed me that the following Subcontractors and Suppliers will be used.

#### STATEMENT "D" – SUB-CONTRACTORS AND SUPPLIERS

<u>Sub-Trade Section or Equipment</u>	<u>Name and Address of Sub-Contractor or Supplier</u>
Structural Contractor (Bridge Rehabilitation)	Vector Construction – Thunder Bay
Wabocrete Strip Seals and Expansion Joints	Vector Construction – Thunder Bay
Watermain Installation (Directional Drill)	LTL Directional Drilling – Thunder Bay
Sewer and Watermain Installation (Open Cut)	None
Earth Excavating (Grading)	None
Granular "B" Placement	None
Granular "A" Placement	None
HL4 Asphalt and Superpave	Pioneer Construction - Kenora
Concrete Works (Curb & Gutter, and Sidewalk)	Arella – Thunder Bay
Landscaping	Daryl's/Staal/Makkinga
Electrical (Portable Temporary Traffic Signals)	Barricade Traffic Services Inc.

**NOTE:** Indicate "N/A" or "None" if you intend on performing all aspects of this Work.

#### STATEMENT "E" – SOURCES OF GRANULAR MATERIALS, CONCRETE AND ASPHALT

<u>Material</u>	<u>Supplier</u>	<u>Supplier's Pit Location</u>
Asphalt	Pioneer Construction	Kenora
Granular "A"	Veert	Fort Frances
Granular "B", Type I and II	Veert	Fort Frances
Concrete	N/A Whitherspoon	Devlin

All of the listed sub-contractors and suppliers have extensive experience in the related fields and should adequately complete their related works on this contract. Makkinga Contracting has verbally informed Hatch that it is their intention to utilize Tera North for the Bridge Deck Waterproofing. Any change in the listed suppliers or sub-contractors must be made in writing by Makkinga Contracting and approved by the Town of Fort Frances and the Contract Administrator.

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**CONTRACT VALUE**

The tender contained provisional items and clauses which allow the Town of Fort Frances to delete certain tender items prior to and during construction if so required. In discussions with the Town Manager of Operations and Facilities the following tender items will be deleted or reduced as follows:

1. Delete Item E.005 Twin 100 mm Dia. PVC Storm Services (Contract Reduction of \$16,000)
2. Reduce Item F.004 Hydrant Replacements from 6 to 4 (Contract Reduction of \$29,000)
3. Reduce Item F.005 Valve Replacements from 5 to 4 (Contract Reduction of \$6,500)

With the above reductions totaling \$51,500.00 the revised contract price would be \$2,962,930.00 exclusive of HST or \$3,348,110.90 including 13% HST.

**RECOMMENDATION**

Based upon the tender prices received the Town of Fort Frances should award the contract to **1876118 Ontario Limited O/A Makkinga Contracting & Equipment Rentals** in the amount of **\$3,348,110.90** which includes 13% HST and a \$150,000 Contingency Allowance.

All of which is respectfully submitted for your consideration.

Yours truly,



Rob Marasco

RM:ks

Encl.



**TOWN OF FORT FRANCES**  
**Operations and Facilities Division - Environmental Area - Operations Statistics**  
**(March 2018)**

**STAFFING:**

See Operations Statistics (March) 2018 prepared by M. Strachan, Superintendent of Transportation

**OVERTIME HOURS - Equivalent Straight Time Hours**

See Operations Statistics (March) 2018 prepared by M. Strachan, Superintendent of Transportation

**WATER DISTRIBUTION:**

Water Main Breaks:

- Number of water main breaks: None

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: Three (3)
  - 615 Second St. E., 618 Second St. E. and (375 Daniel Ave.

Water Service Repairs:

- Number of water service repairs: None

Water Service Turn "Off/On":

- Number of water service turn "Off/On": Sixteen (16)
  - 912 Sixth St. E., 1242 Colonization Rd. W., 1733 King's Hwy., 1208 Fifth St. E. (2), 920 Second St. E.
  - 809 Christie Ave., 426 Third St. W. (2), 1016 Cornwall Ave. N., 551 Webster Ave., 919 Frenette Ave.,
  - 634 Second St. W., 941 Phair Ave. (2), 1022 Williams Ave., 928 Frenette Ave., 713 Third St. W.
  - and 638 First St. W.

Frozen Water Services:

- Number of frozen water services: Four (4)
  - 429 Third St. W., 809 Christie Ave., 925 Crowe Ave. and 411 King's Hwy.

Water Meter Installations/Replacements:

- Number of water meter installations/replacements: None

Backflow Preventer Installations/Replacements:

- Number of backflow preventer installations/replacements: None

Backflow Prevention - Testing:

- Number of backflow preventers tested: Two (2)
  - 1533 King's Hwy. and 511 Holmes Ave.

Other Information:

- Summarized final costs for invoicing of private works associated with private works
- Installed/replaced hydrant markers on several fire hydrants throughout the Town
- March 8, 2018 - WHMIS training for the water/sewer operators at Public Works
- March 19 - 23, 2018 - G. Wiedenhoeft and J. Bruyere attended a course "O & M of Water Distribution Systems" at the Nanicost Building in Fort Frances.
- March 19 - 23, 2018 - T. George and L. Carmody attended a Wastewater Collection course (Class 2 and Class 1, respectively) at the Keewaytinook Centre in Dryden.

**WATER TREATMENT PLANT:**

- March, 2018 - In receipt of the Water Treatment Plant Monthly Report.
- March 01, 2018 - P. Lemesurier attended the mandatory water operator course "Safe Drinking Water Operators Essentials" held at the Airline Hotel in Thunder Bay.
- March 8, 2018 - WHMIS training for the staff at the water treatment plant
- March 19 - 23, 2018 - R. White, B. Webb and P. Lemesurier attended a course "O & M of Water Distribution Systems" at the Nanicost Building in Fort Frances.
- March 26, 2018 - Commenced the Municipal Lead Testing Program.

**SEWERAGE COLLECTION:**

Wastewater Main Backups:

- Number of wastewater main backup: None

Wastewater Manhole Repairs:

- Number of wastewater manhole repairs: None

Sewer Service Repairs:

- Number of sewer service repairs: None

Other Information:

- Cleaned Ten (10) plugged sewer services at the following locations:
  - 620 Scott St., 1221 Third St. E., 1147 Portage Ave. N., 1000 Victoria Ave. N., 504 Second St. E.,
  - 514 Central Ave, 710 Armit Ave., 819 Victoria Ave., 920 Smith Ave. and 521 Second St. E.
- Commenced flushing/cleaning of the sanitary sewer mains (dead ends and trouble areas)
- March, 2018 - Televised sanitary sewer service at 418 Second St. E., 911 Christie Ave., Airport
- and 525 Portage Ave.
- March 28, 2018 - Performed connection inspection at 941 Phair Ave.

**WASTE-WATER TREATMENT FACILITY:**

- In receipt of the Wastewater Treatment Facility Monthly Report for March 2018.

## WASTE MANAGEMENT:

### Garbage Collection:

- Number of complaints regarding garbage collection:
  - Town - 0 complaints, Asselin's - 2 complaints

### Sanitary Landfill (Waste Disposal Site):

Landfill Scales not functioning properly during this period.

- Amount of residential waste delivered to the landfill:
  - 153,370 kgs (153.37 tonnes)
- Amount of ICI waste delivered to the landfill:
  - 297,910 kgs (297.91 tonnes)

### Recycling:

- Number of complaints regarding recycled materials:
  - Town - 0 complaints, Asselin's - 0 complaints
- Amount of recycled waste diverted from the landfill:
  - Emterra: No Data

Prepared By:



Environmental & Facilities Superintendent

Date:

17-04-2018