

TOWN OF FORT FRANCES

Operations and Facilities Executive Committee

AGENDA - August 8, 2018, 8:30 AM

MEETING - Civic Centre

Session #010

	Page
1. <u>Call to Order</u>	
2. <u>Disclosure of pecuniary interest and the general nature thereof</u>	
3. <u>Approval of Previous Committee Minutes</u>	
3.1 Approval of the July 4, 2018 Meeting Minutes	3 - 5
4. <u>Non-agenda Items</u>	
5. <u>Items Referred from Council</u>	
6. <u>New Business</u>	
6.1 Emergency Un-Budgeted Capital Repair of the Airport Tractor	6 - 8
6.2 Fourth License Extension - CBRE Lease of Airport Maintenance Garage bay	9 - 14
6.3 Water Treatment Plant June 2018 Monthly Report	15 - 23
7. <u>Outstanding Items</u>	
8. <u>Information</u>	
8.1 Waste Water Treatment Plant June 2018 Monthly Report	24 - 33
8.2 Airport Landings and Fuel Sales to June 30, 2018	34 - 35
8.3 Operations & Facilities - Public Works Area Operations Statistics - January 2018.	36 - 39
8.4 Operations & Facilities -Public Works Area Operations Statistics - February 2018.	40 - 43
8.5 Town of Fort Frances Operations Statistics - March 2018.	44 - 47
8.6 Town of Fort Frances Operations Statistics - April 2018.	48 - 51
8.7 Town of Fort Frances Operations Statistics - May 2018.	52 - 55
9. <u>Adjourn / Next Meeting Date</u>	

TOWN OF FORT FRANCES

MINUTES

SESSION NO. #009

July 4, 2018

The meeting of Operations & Facilities Executive Committee of the Town of Fort Frances was held in the Civic Centre on July 4, 2018 from 8:30 p.m. to 8:50 p.m.

PRESENT:

ALSO PRESENT:

1. Call to Order

The meeting was called to order at 8:30 a.m.

2. Disclosure of pecuniary interest and the general nature thereof

None

3. Approval of Previous Committee Minutes

- 3.1 Minutes from the previous meeting on June 6, 2018 - the minutes were approved as previously circulated.

4. Non-agenda Items

- 4.1 Award of Tender 18-OF-09 - Reconstruction of Sidewalk along 300 Block of Scott Street - the administration report was approved as recommended.
- 4.2 Rainy Lake Square caution item - space at front of stage poses a risk of children getting foot stuck.

5. New Business

- 5.1 Presentations of proposals in response to RFP 18-OF-06 - Operation, Maintenance and Management Services for the Fort Frances Wastewater Treatment Plant, Sewage Pumping Station and the Provisional Overall Responsible Operator Functions for the Wastewater Collection and Water Treatment Systems (OCWA 8:30am, NWI 9:15am) - Proposals were presented by OCWA and NWI.
- 5.2 May 2018 Drinking Water Systems Monthly Summary Report - the May 2018 Drinking Water Report was approved as presented.

5.3 Changes to the O.Reg 239/02 - Minimum Maintenance Standards for Municipal Highways - was received and discussed as information.

5.4 Review of the Municipal Alcohol Policy - the policy was reviewed by the Executive.

6. Items Referred from Council

6.1 Request Dated June 25, 2018 from Belluz Concrete and Rental for Payment Plan - the request was denied per report.

6.2 Geospatial Data Share Agreement with OPP - request was approved as recommended.

7. Information

7.1 Fort Frances Wastewater Treatment Facility May 2018 Monthly Report - the monthly report was reviewed and will be forwarded on to Council as information only. No action required.

7.2 Tonnage at the Landfill Site - updated June 27, 2018 - the report was reviewed and will be forwarded to Council as information only. No action required.

7.3 Sewer and Water Data for 2018 - updated June 27, 2018 - the sewer and water report was reviewed and will be forwarded on to Council as information only. No action required.

7.4 Airport Statistics updated June 27, 2018 - the airport statistics were reviewed and will be forwarded to Council as information only. No action required.

8. Adjourn / Next Meeting Date

The meeting adjourned at 10:50 a.m.

Executive Committee Chair

T. Rob, Manager of Operations & Facilities

August 8, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Unbudgeted emergency repairs – Fort Frances Airport Tractor

In the fall of 2017 the Airport Tractor was showing coolant in the oil. At that time the head gasket was replaced, as this was the most likely culprit for this type of issue. This machine only pulls the large gang mower at the Airport and with the repair happening late in the fall, the run time in 2017 was minimal. Once lawn mowing resumed in 2018 the issue started happening again with no improvement from 2017. Once we saw the issue had returned the Mechanics at Badiuk Equipment, where the tractor was originally bought, were consulted with on the issue. The machine is a 1989 with just over 2500 hours on it. The mower it is used to pull is powered by its PTO and requires at least an 80-horsepower tractor to run. It was learned that tractors in this vintage suffered from porous block castings and were prone to failure resulting in the coolant leaking into the oil. This problem was more prevalent in tractors with low hours, as is the case with this particular unit.

Due to the particular use of this tractor at the Airport, there are no other tractors within the Town fleet that have the horsepower to complete the same task making the repair of this unit in a timely fashion of the utmost importance. In addition, the very low hours on this machine means that, in working condition, it still has a fair value to sell or trade should we replace this piece of equipment down the road and it should still provide many years of service to us for what it is used for. Alternatively, the replacement of this unit with a suitably sized replacement would cost around \$120,000.00

To complete the repairs, means the replacement of the engine block and associated gaskets. In addition, the clutch is wearing out, and given that the tractor will have to be split to remove the engine, it is the opportune time to replace the clutch. Attached to this report you will find a quotation for the parts and labour to complete the works by Badiuk Equipment as our Mechanics are not outfitted to complete this type of repair.

It is the recommendation of the Operations and Facilities Executive Committee to approve of the emergency unbudgeted capital repair of the Airport Tractor estimated at \$13,404.36 including HST to be paid out of the Vehicle and Equipment reserves.

Respectfully Submitted



Travis Rob, P.Eng

Council approval of this report will agree with the recommendation of the Operations and Facilities Executive Committee to approve of the emergency unbudgeted capital repair of the Airport Tractor estimated at \$13,404.36 including HST to be paid out of the Vehicle and Equipment reserves.

Manager of Operations and Facilities

2018Aug Airport Tractor Emergency Repair

P.O. Box 755
Fort Frances, ON
P9A 3N1
807-274-6311

July 18, 2018

Page 8 of 55

August 8, 2018

Report To: Mayor and Council

From: Travis Rob, Manager of Operations and Facilities

RE: Airport Facility Lease Renewal – CBRE Maintenance Garage Bay November 1, 2018 to March 31, 2019

Please find attached the report prepared by Tom Batiuk, Airport Supervisor, outlining the renewal of a lease with Her Majesty the Queen in Right of Ontario for one bay of the maintenance garage for the storage of equipment for the Ministry of Natural Resources and Forestry (MNRF). The lease agreement is for one term of 5 months from November 1, 2018 to March 31, 2019 at a rate of \$6818.50 per year or \$104.90 per day and 3 days per week.

It is recommended by the Operations & Facilities Executive Committee that Council renew the lease rate with MNRF at \$104.90 per day for the next five (5) months and that the Mayor and Clerk be authorized to execute the lease agreement on behalf of the Corporation.

Respectfully Submitted



Travis Rob, EIT

Council approval of this report will ensure that Council renew the lease rate with MNRF at \$104.90 per day for the next five (5) months and that the Mayor and Clerk be authorized to execute the lease agreement on behalf of the Corporation.

Manager of Operations and Facilities

2018Aug Airport Maintenance Bay CBRE Lease



2018-07-26

To: Travis Rob, O&F Division Manager

From: Tom Batiuk

Re: Lease for Garage Bay for MNR

Please find attached the rental lease agreement for the MNR to use the garage bay located at the airport. This lease will result in a revenue stream to the airport in the amount of \$6818.50 based on the 3 days per week. This lease will be paid in equal monthly installments to the airport in the amount of \$1363.70 for the term of November 1st, 2018 to March 31st, 2019. This will not affect the airport operation in any capacity. It is my recommendation that we execute this agreement and commence business with the MNR to utilize this space as laid out in the attached agreement.

Kind Regards,

A handwritten signature in black ink, appearing to read "Tom Batiuk", with a long horizontal line extending to the left.

Tom Batiuk
Airport Supervisor

FOURTH LICENCE EXTENSION AND AMENDING AGREEMENT

THIS AGREEMENT made in triplicate as of November 1, 2018.

BETWEEN:

THE CORPORATION OF THE TOWN OF FORT FRANCES

(the “Licensor”)

OF THE FIRST PART

- and -

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS
REPRESENTED BY THE MINISTER OF INFRASTRUCTURE**

(the “Licensee”)

OF THE SECOND PART

WHEREAS:

- A. By a licence agreement dated February 15, 2015 (the “Original Licence”), the Licensor did license unto Her Majesty the Queen in right of Ontario as represented by the Minister of Economic Development, Employment and Infrastructure (the “MEDEI”) for a term of three (3) months commencing on February 15, 2015 and ending on May 14, 2015 (the “Original Term”), the premises more particularly described as eight hundred (800) square feet as set out on Schedule “C” attached thereto (the “Licensed Premises”), in the building municipally known as 1300 Frog Creek Road (the “Building”), in the unorganized township of Miscampbell, also in the Town of Fort Frances, in the Province of Ontario (the “Lands”), as more particularly described in Schedule “A” attached thereto, in addition to other terms and conditions as set out therein.
- B. By a licence extension and amending agreement dated November 1, 2015 (the “First Licence Extension and Amending Agreement”) the Licensor and the MEDEI agreed to extend the Original Term in accordance with the terms of the Original Licence, with an extension term commencing on January 1, 2016 and expiring on March 31, 2016 (the “First Extension Term”), in addition to other terms and conditions as set out therein.
- C. Pursuant to the terms of the First Licence Extension and Amending Agreement, the MEDEI was entitled to extend the First Extension Term for three (3) additional terms of five (5) months each.
- D. By a second licence extension and amending agreement dated November 1, 2016 but executed as of August and September 2016 (the “Second Licence Extension and Amending Agreement”) the Licensor and the MEDEI agreed to extend the Term in accordance with the terms of the Original Licence, with an extension term commencing on November 1, 2016 and expiring on March 31, 2017 (the “Second Extension Term”), in addition to other terms and conditions as set out therein.
- E. Pursuant to the terms of the Second Licence Extension and Amending Agreement, the MEDEI was entitled to extend the Second Extension Term for one (1) additional term of five (5) months, for a total of three (3) further terms of five (5) months each.
- F. By Order in Council No. 1342/2016, approved and ordered September 14, 2016, all of the powers and duties previously assigned and transferred to the MEDEI under Order in Council No. 219/2015 in respect of infrastructure and other matters are assigned and transferred to the Minister of Infrastructure.
- G. By a third license extension and amending agreement dated November 1, 2017 (the “Third License Extension and Amending Agreement”) the Licensor and the Licensee

agreed to extend the Term in accordance with the terms of the Original Licence, with an extension term commencing on November 1, 2017 and expiring on March 31, 2018 (the "Third Extension Term"), in addition to other terms and conditions as set out therein.

- H. Pursuant to the terms of the Third Licence Extension and Amending Agreement, the Licensee was entitled to extend the Third Extension Term for two (2) additional terms of five (5) months each.
- I. The Licensee has now exercised its right to extend the Third Extension Term in accordance with the terms of the Third Licence Extension and Amending Agreement, with an extension term commencing on November 1, 2018 and expiring on March 31, 2019 (the "Fourth Extension Term"), in addition to other terms and conditions as set out herein.
- J. The Original Licence, the First Licence Extension and Amending Agreement, the Second Licence Extension and Amending Agreement, the Third Licence Extension and Amending Agreement and this fourth licence extension and amending agreement (the "Agreement") are hereinafter collectively referred to as the "Licence", except as specifically set out herein.
- K. The parties have agreed to extend and amend the License on the following terms and conditions:

NOW THEREFORE THIS AGREEMENT WITNESSES THAT in consideration of the sum of Two Dollars (\$2.00) and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. The parties hereto confirm that the foregoing recitals are true in substance and in fact.
2. The Licence is hereby extended for a further term of five (5) months commencing on November 1, 2018 and ending on March 31, 2019 (the "Fourth Extension Term"), at an annual licence fee of Six Thousand, Eight Hundred and Eighteen Dollars and Fifty Cents (\$6,818.50) (the "Licence Fee"), payable in advance in equal monthly instalments of One Thousand, Three Hundred and Sixty Three Dollars and Seventy Cents (\$1,363.70) on the first day of each month during the Fourth Extension Term.

The annual Licence Fee is based on three (3) days of use per week at a rate of One Hundred and Four Dollars and Ninety-Cents (\$104.90) per day. Any additional days of use will be paid for by the Licensee at the above-mentioned daily rate upon receipt of an invoice from the Licensor for such additional use, such invoice to be issued once a year at the end of the calendar year in which such charges were incurred.

Any additional days are to be invoiced to the following:

Ministry of Natural Resources and Forestry
300 Water Street, 3rd Floor N
Peterborough, Ontario K9J 8M5
Attention: Facilities Manager

3. The Licensor shall provide the Licensee with keys for access and security for the Building.
4. The Licensee shall pay to the Licensor all applicable Sales Taxes assessed on the Licence Fee payable by the Licensee to the Licensor under this Licence.

"Sales Taxes" means all business transfer, multi-usage sales, sales, goods and services, harmonized sales, use, consumption, value-added or other similar taxes imposed by the Government of Canada and/or Ontario upon the Licensor, or the Licensee, or in respect of this Licence, or the payments made by the Licensee hereunder or the goods and services provided by the Licensor hereunder including, without limitation, the use of the Licensed Premises and the provision of administrative services to the Licensee hereunder.

5. The Licensee shall continue to have the right to terminate this Licence at any time, by giving the Licensor not less than fourteen (14) days' prior written notice of termination without penalty, compensation, damages or bonus.

In the event the Licensee exercises such right of termination, the Licensor shall promptly refund the Licensee any prepaid Licence Fee with respect to the period following the effective date of the early termination, calculated on a pro rata basis based on the remaining number of days in the current licence period.

6. The extension contemplated pursuant to this Agreement is subject to all the covenants and agreements contained in the Licence, as amended, renewed and extended from time to time, save and except:

- (a) The Licensee shall be entitled to extend the Licence for three (3) additional terms of five (5) months each (each a "Further Extension Term"). Each Further Extension Term shall be upon the same terms and conditions of the Licence except that there shall be no further right of extension and except for the Licence Fee, which shall for each Further Extension Term be based upon the market licence rate as determined by the parties as of the date which is not less than sixty (60) days prior to the commencement of the Further Extension Term, or failing such agreement, by arbitration in accordance with the *Arbitration Act, 1991*, S.O. 1991, c.17, as amended, or any successor act. The Licensee shall give written notice to the Licensor of its extension of this Licence not less than sixty (60) days prior to the end of the Fourth Extension Term or Further Extension Term, as the case may be.

The Licensor and Licensee acknowledge and agree that the extension rights granted in subsection 6(a) of this Agreement shall supersede any remaining extension rights contained in the Original Licence, the First Licence Extension and Amending Agreement, the Second Licence Extension and Amending Agreement and the Third Licence Extension and Amending Agreement and any such remaining extension rights contained in the Original Licence, the First Licence Extension and Amending Agreement, the Second Licence Extension and Amending Agreement and the Third Licence Extension and Amending Agreement shall be of no further force and effect.

7. The Licensor and the Licensee hereby mutually covenant and agree that during the Fourth Extension Term they shall each perform and observe all of the covenants, provisos and obligations on their respective parts to be performed pursuant to the terms of the Licence.
8. Except as otherwise specifically provided in this Agreement, all words and expressions used in the Original Licence shall apply to and be read as applicable to the provisions of this Agreement.
9. The provisions of this Agreement shall be interpreted and governed by the laws of the Province of Ontario.
10. The Licensor acknowledges and agrees that the commercial and financial information in this Agreement is subject to the *Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. F.31 and the Open Data Directive as amended. This acknowledgement shall not be construed as a waiver of any right to object to the release of this Licence or of any information or documents..
11. This Agreement shall be binding upon and enure to the benefit of the administrators, successors and/or assigns of the respective parties hereto.

THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK.

12. This Agreement shall not be binding upon the Licensee until it has been executed by or on behalf of the Licensee.

EXECUTED by each of the parties hereto under seal on the dates written below.

**SIGNED, SEALED AND
DELIVERED**

Dated this ____ day of _____, 20__.

**THE CORPORATION OF THE TOWN OF FORT
FRANCES**

Per: _____
Name:
Title:

Authorized Signing Officer

Dated this ____ day of _____, 20__.

**HER MAJESTY THE QUEEN IN RIGHT OF ONTARIO AS
REPRESENTED BY THE MINISTER OF
INFRASTRUCTURE, AS REPRESENTED BY ONTARIO
INFRASTRUCTURE AND LANDS CORPORATION**

Per: _____
Name:
Title:

Authorized Signing Officer

July 30, 2018

Report To: Mayor & Council

From: Travis Rob, Manager of Operations & Facilities

SUBJECT: June 2018 Drinking Water Systems Monthly Summary Report

Please find attached the June 2018 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the June 2018 report as presented.

Respectfully submitted,
Operations & Facilities Division

Travis Rob, P. Eng.
Manager of Operations & Facilities

Council approval of this report will accept the June 2018 report prior to it being made available to the general public.

c.c. – Craig Miller, Environmental & Facilities Supt.
Randy White, Senior WTP Operator

03CouncilwaterreportMarch 2015

June 2018

**Monthly Summary Report
Water Systems**

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

Dated: July 30, 2018

1) **Introduction:**

This report contains the major maintenance activities and operational events that occurred during the month of June 2018 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works No. 849N7DGE0 (Precedes Airport Groundwater Well Water Works No. 26002736). This information report has been prepared for Council to better understand how the water systems they own and operate are maintained on a monthly basis. Also, this report will assist Council as Directors of the Corporation in exercising its obligation to meet a reasonable Standard of Care as outlined in Section 19 of the Safe Drinking Water Act.

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

2) **Flow Data:**

Water Treatment Plant: See attached spreadsheet.

Airport Groundwater Well :

June 4, 2018 Reading	72.5 m3
July 30, 2018 Reading	83.6 m3
Usage	11.1 m3
Days between readings	56
Average Daily Usage	0.198 m3
Estimated June Usage	5.9 m3

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

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

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

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

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

Water distribution samples taken at the following locations:

- | | | | |
|-----------------------|-----------------------|------------------------|--------------|
| 1. 122 Scott St. | 2. 1036 Victoria Ave. | 3. 901 Wright Ave. | 4. W. Tower |
| 5. 740 Scott St. | 6. 1036 Victoria Ave. | 7. 901 Wright Ave. | 8. W. Tower |
| 9. 1111 First St E. | 10. 1104 Church St. | 11. 1103 Victoria Ave. | 12. W. Tower |
| 13. 1111 First St. E. | 14. 1104 Church St. | 15. 1150 Portage Ave. | 16. W. Tower |

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

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

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

Water distribution sample taken April 10, 2018 – no adverse results.

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

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

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

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

7) Maintenance Activities at the WTP:

June 04th -Greased clarifiers chains bearing gears.

June 08th- Cleaned top and bottom tanks on poly unit.
- Cleaned all four (4) check valves on poly unit.

June 10th- Ran generator for 5 hours during power outage.

June 13th- Took grab samples off the filters.
- Calibrated distribution chlorine analyzer
- Cleaned soda ash line

June 19th- Repair sewer break at Sunny Cove.

June 21rd- Cleaned Soda Ash line from tank to pump.

June 29th- Cleaned top and bottom tanks on poly unit.
- Cleaned all four (4) check valves on the poly unit

8) **Water Complaints:**

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

9) **Other Miscellaneous Information:**

June 01st- Received a load of Alum.

June 04th- Routine micro sample collection.
- Seasonal micro sample Legion Park

June 07th- Temporary main samples at Williams Ave.

June 11th- Routine micro sample collection.

June 12th- Valve replacement samples.

June 13th- Valve and hydrant replacement samples.
- QMS meeting.

June 14th - Hydrant replacement samples.
- Temporary main samples.

June 18th - Routine micro sample collection.
- Hydrant replacement samples.

June 19th- Received a shipment of chlorine.
- Hydrant replacement samples.

June 20th- Valve replacement samples.



June 25th - Valve replacement samples.
- Hydrant replacement samples.
- Routine micro sample collection.

June 26th- Valve and hydrant replacement samples.

June 27th- Valve and hydrant replacement samples.

June 28th- Water main repair samples

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

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

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

Monthly Report June 2018

Flow Data	JUNE	Units	2016		2017		2018	
			Day of the Month		Day of the Month		Day of the Month	
Total Raw Water		m ³		165710		197910		160740
Raw Maximum Day		m ³	Saturday 11th	6210	Sunday 11th	6890	June 20	5660
Raw Minimum Day		m ³	Friday 03rd	4620	Saturday 03rd	6270	June 25, June 28	5120
Raw Average Daily Consumption		m ³		5330		6600		5360
Total Treated Water		m ³		120190		114210		119760
Treated Water Maximim Day Consumption		m ³	Thursday 09th	5970	Wednesday 07th	4860	June 20	5080
Treated Water Minimim Day Consumption		m ³	Thursday 30th	3260	Sunday 18th	3150	June 10	2990
Treated Water Average Day Consumption		m ³		3880		3810		3990
Daily Average Per Household Consumption Rate		m ³		1.026		1.007		1.055
* Daily Average Per Person Consumption Rate		m ³		0.486		0.477		0.500
Monthly Averages - Operating Parameters WTP:								
FAC Residual - Treated Water		mg/L		2.07		2.20		1.94
Total Chlorine Residual - Treated Water		mg/L		2.45		2.41		2.23
Aluminum Sulphate - Raw Water		mg/L		35.0		35.0		35.0
Aluminum Sulphate - Treated Water Residual		mg/L		0.03		0.02		0.02
Fluoride - Treated Water		mg/L		0.62		0.63		0.70
Soda Ash - Raw Water		mg/L		35.0		35.0		35.0
PH - Adjusted		mg/L		7.29		7.28		7.14
Temperature		C		16.8		16.2		18.9
Quantity of Chemical Used:		kg						
Aluminum Sulphate		kg		5799.9		6926.9		5625.9
Polyelectrolyte		kg		100.0		62.5		112.5
Chlorine Gas		kg		801.0		935.0		767.0
Soda Ash - Used for PH Adjustment		kg		5799.9		6926.9		5625.9
Fluoride		kg		493.0		651.0		489.0

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

* Population is 7986

* Number of Households is 3783

Operating Data	Units	*MAC	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	Total	Average
		or Range																																
Flow rates																																		
Raw Water	10^3 M^3	17	5.60	5.63	5.25	5.20	5.30	5.46	5.35	5.43	5.29	5.39	5.42	5.36	5.43	5.38	5.28	5.45	5.38	5.50	5.53	5.66	5.34	5.39	5.36	5.27	5.12	5.24	5.25	5.12	5.20	5.16	160.74	5.36
Peak Instantaneous - Raw Water	L/s	n/a	62.71	62.83	62.75	62.81	62.90	62.89	62.90	62.92	62.92	63.03	63.26	63.25	63.24	63.19	63.20	63.30	63.50	63.78	64.22	80.48	66.16	62.83	61.99	61.29	61.29	61.45	61.53	61.72	61.49	61.49	1901.32	63.38
Treated Water	10^3 M^3	17	4.28	4.31	3.19	3.21	4.43	3.83	3.76	3.55	4.21	2.99	3.35	3.57	4.15	4.15	3.95	3.83	3.30	3.78	3.86	5.08	4.28	4.98	4.70	3.73	3.89	4.37	4.60	4.30	4.32	3.81	119.76	3.99
Peak Instantaneous - Treated Water	L/s	n/a	71.39	116.30	62.42	61.23	125.92	72.14	73.02	65.54	64.40	61.85	64.68	66.02	72.21	68.43	75.31	82.74	81.53	80.04	85.34	92.57	92.77	88.27	81.74	85.75	82.93	86.36	89.43	593.22	85.71	86.68	2322.72	80.09
BackWash Water	10^3 M^3	n/a	0.27	0.24	0.28	0.27	0.24	0.28	0.27	0.25	0.28	0.00	0.00	0.51	0.28	0.27	0.24	0.27	0.32	0.25	0.27	0.24	0.14	0.27	0.52	0.00	0.27	0.24	0.27	0.27	0.24	0.00	7.27	0.24
Fluoride Information																																		
Fluoride Residual - Treated Water	mg/l	0.5 to 0.8	0.70	0.64	0.66	0.66	0.66	0.67	0.67	0.67	0.69	0.69	0.69	0.69	0.73	0.72	0.73	0.74	0.73	0.73	0.73	0.73	0.72	0.71	0.70	0.69	0.68	0.73	0.72	0.70	0.77	0.77	21.12	0.70
Turbidity Information																																		
Raw Water	NTU	n/a	1.60	1.71	1.75	1.68	1.73	1.59	1.61	1.71	1.68	1.77	1.75	1.77	1.71	1.63	1.74	1.82	1.73	1.84	1.76	1.77	1.79	1.81	1.88	1.71	1.77	1.91	1.88	1.96	1.91	1.89	52.86	1.76
Settled Water	NTU	n/a	0.14	0.12	0.12	0.13	0.14	0.13	0.13	0.14	0.13	0.13	0.14	0.13	0.14	0.13	0.12	0.11	0.10	0.11	0.12	0.14	0.12	0.14	0.12	0.14	0.14	0.14	0.15	0.14	0.14	0.15	3.93	0.13
Treated Water	NTU	1	0.07	0.09	0.06	0.07	0.07	0.07	0.08	0.08	0.09	0.08	0.08	0.07	0.05	0.05	0.06	0.06	0.06	0.08	0.07	0.09	0.06	0.09	0.07	0.09	0.08	0.09	0.10	0.10	0.09	0.10	2.30	0.08
Other Operating Parameters																																		
pH - Treated Water	no units	6.5 to 8.5	7.11	7.15	7.17	7.07	7.02	7.12	7.07	7.09	7.03	7.05	7.08	7.13	7.09	7.11	7.14	7.19	7.22	7.26	7.22	7.25	7.17	7.19	7.11	7.22	7.21	7.18	7.14	7.14	7.06	7.13	214.12	7.14
pH - Settled water	no units	n/a	5.99	6.07	6.01	6.16	6.33	6.17	6.15	6.07	6.15	6.06	6.08	6.08	6.26	6.19	6.11	6.14	6.12	6.13	6.10	6.11	6.09	6.07	6.19	6.21	6.15	6.18	6.24	6.12	6.23	6.29	184.25	6.14
pH - Raw Water	no units	n/a	6.98	7.01	7.05	6.92	6.95	6.99	6.94	6.92	6.98	6.95	7.08	6.98	6.95	6.91	6.97	6.99	6.96	6.96	6.99	7.05	7.10	7.12	7.07	7.12	7.07	6.97	6.96	6.91	7.00	6.91	209.76	6.99
FAC - Treated Water	mg/l	0.2 to 4	1.97	1.98	1.98	1.97	2.10	2.02	2.05	2.00	2.08	1.85	1.79	1.81	2.01	2.05	2.09	2.05	1.98	1.96	1.87	1.99	1.92	1.96	1.85	1.93	1.84	1.73	1.81	1.88	1.96	1.77	58.25	1.94
Total Chlorine Residual Treated	mg/l	0.3 to 7	2.24	2.20	2.17	2.38	2.54	2.38	2.30	2.24	2.30	2.22	2.18	2.16	2.30	2.42	2.26	2.30	2.18	2.20	2.10	2.18	2.18	2.17	2.14	2.17	2.15	2.17	2.13	2.19	2.28	2.11	66.94	2.23
Temperature	C	15	17.00	17.00	17.00	15.00	15.00	16.00	16.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	17.00	18.00	19.00	19.00	21.00	21.00	21.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	22.00	566.00	18.87	
Fluoride used (Total Daily Consumption)	kg	n/a	21.00	20.00	19.00	19.00	18.00	20.00	19.00	18.00	18.00	19.00	19.00	19.00	18.00	18.00	17.00	18.00	18.00	17.00	17.00	13.00	13.00	12.00	13.00	12.00	11.00	12.00	10.00	12.00	15.00	14.00	489.00	16.30
Chlorine used (Total Daily Consumption)	kg	n/a	26.00	26.00	24.00	25.00	24.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	26.00	25.00	26.00	26.00	27.00	27.00	28.00	26.00	27.00	25.00	25.00	25.00	26.00	25.00	26.00	26.00	26.00	767.00	25.57
Soda ash (Total Daily Consumption)	kg	n/a	196.00	197.05	183.75	182.00	185.50	191.10	187.25	190.05	185.15	188.65	189.70	187.60	190.05	188.30	184.80	190.75	188.30	192.50	193.55	198.10	186.90	188.65	187.60	184.45	179.20	183.40	183.75	179.20	182.00	180.60	5625.90	187.53
Soda Ash - Dosage	mg/l	n/a	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	1050.00	35.00	
Alum residual - (Total Daily Consumption)	kg	n/a	196.00	197.05	183.75	182.00	185.50	191.10	187.25	190.05	185.15	188.65	189.70	187.60	190.05	188.30	184.80	190.75	188.30	192.50	193.55	198.10	186.90	188.65	187.60	184.45	179.20	183.40	183.75	179.20	182.00	180.60	5625.90	187.53
Alum residual - Dosage	mg/l	n/a	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	1050.00	35.00	
Alum residual - Treated Water	mg/l	0.1	0.04	0.04	0.05	0.02	0.02	0.01	0.01	0.01	0.01	0.01	0.02	0.02	0.01	0.02	0.03	0.02	0.02	0.02	0.05	0.07	0.05	0.04	0.04	0.02	0.02	0.02	0.01	0.01	0.02	0.01	0.74	0.02
Poly bags added (25 kg bags)	kg				0.50				0.50					0.50			0.50						0.50				0.50				0.50		112.50	

July 26, 2018

Town of Fort Frances
320 Portage Avenue
Fort Frances Ontario
P9A 3M5

Attention: Mr. Craig Miller
Environmental and Facilities Superintendent

Dear Craig:

**Re: Fort Frances Wastewater Treatment Facility
June 2018 Monthly Report**

As per the operating agreement, the attached document is the June 2018 monthly report for the Fort Frances Wastewater Treatment Facility.

The report highlights the influent and effluent quality and the process parameters. Additionally, the routine operation and maintenance activities conducted by the operators are summarized.

If you have any questions regarding this report do not hesitate to contact Mr. Larry Wachter – Sr. Operations Manager.

Yours truly,



Kelly Cunningham
Team Lead

For Larry Wachter
Sr. Operations Manager

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

INTRODUCTION

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

DESCRIPTION OF WORKS

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

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

LABORATORY

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

JUNE 2018 EFFLUENT QUALITY

<i>Parameters</i>	<i>Monthly Actual Concentration mg/L</i>	<i>Compliance Criteria Concentration mg/L</i>	<i>Performance Objective Concentration mg/L</i>	<i>Monthly Actual Loading, kg/d</i>	<i>Compliance Criteria Loading kg/d</i>	<i>Performance Objective Loading kg/d</i>
CBOD ₅	3.0 mg/L	25 mg/L	15 mg/L	22.3 kg/d	225 kg/d	135 kg/d
Total Suspended Solids	6.5 mg/L	25 mg/L	15 mg/L	46.5 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.14 mg/L	1.0 mg/L	0.9 mg/L	0.97 kg/d	9 kg/d	8.1 kg/d
Total Nitrogen Nitrate Nitrogen	8.67 mg/L 4.94 mg/L					
Total Cl ₂ Residual		<0.01 mg/L (when in use)				
E-Coli		21.7 count/100 ml (geometric mean)		200 count/100ml (geometric mean)		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH				pH range 7.3 to 7.9; average pH was 7.6		
Temperature degrees C				Temperatures ranged from 11.0 to 14.5 C; average temperature of effluent was 12.4 C		

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

WASTEWATER LIQUID PROCESS

The average daily flow for June was 6860.6 m³/day. This represents 76% of the design average flow. Total treated flow for the month was 205818 m³.

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

**The Town of Fort Frances accepted an additional 231.9 m³ of sewage from the New Gold mine site into the collection system in June. Lab analyses have not been provided.

INVENTORY

Chemical	End of Month Status	Units
Hypochlorite	1150 +/- @ 8.0% + 2 x 205 L @ 12%	Liters
Alum	6.0 +/- @ 55 %	Cubic meters
Polymer	3 x 205 L drums	Liters

MAINTENANCE

The operators performed the routine operations and maintenance at the treatment plant and pumping stations. The activities are highlighted as follows and a summary will be included:

Treatment Plant:

- Alternated lead/lag pumps
- Adjusted fluidizing water to head cell and grit snail as needed
- Greased all blowers
- Regular cleaning of head works EW basket strainer
- Greased Grit Snail and lubricated drive chain
- Monthly inspection of spiral screen access hatch, removed wrapped debris
- Weekly manifold wash on the Fournier press
- Installed spare DO probe in cell #1
- Drained and inspected teacup
- Replaced RAS pump #1 with spare
- Replaced the motor on blower #3
- The town repaired John Deere tractor
- Shear pin was replaced longitudinal clarifier drive #2
- Replaced tubing effluent sampler
- Removed large rag ball from clarifier #2 inlet channel

Pump Stations:

- Ran gensets
- Changed seal water strainers
- Water pump was repaired on 5th Street lift station genset by Peterbilt
- Pulled and cleaned pump #1 at Central Avenue lift station

PROCESS AND OPTIMIZATION ISSUES

The Town has asked Associated Engineering to arrange for a Fournier press technician to come back to complete optimization.

The operating parameters for the radios at lift stations were adjusted to accommodate suspected interference from equipment at the construction sites in the east end of Fort Frances.

SLUDGE SUMMARY

Asselin Storage and Transportation Limited hauled a calculated total of 125.3 m³ (13 bins) of thickened digested sludge to the Town of Fort Frances landfill site. The hauled sludge averaged 19.3 % TS for the month but slump test results from the landfill have not been provided.

COMPLAINTS

There were no complaints during the report period.

BYPASS/OVERFLOW REPORT(S)

There was one bypass event on June 10th during the scheduled power outage.

The data from the bypass lab results have not been included in the effluent average results as our process and compliance group has asked for more input from the MOE.

COMMENTS

Plant power consumption for the month was 585 (x 180 multiplier) kWh.

The Town has asked Associated Engineering to arrange for a Fournier press technician to come back to complete optimization.

No mortality or stress was observed during the 96 hour trout testing carried out in June for the WSER program.

REPORTS

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

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

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

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

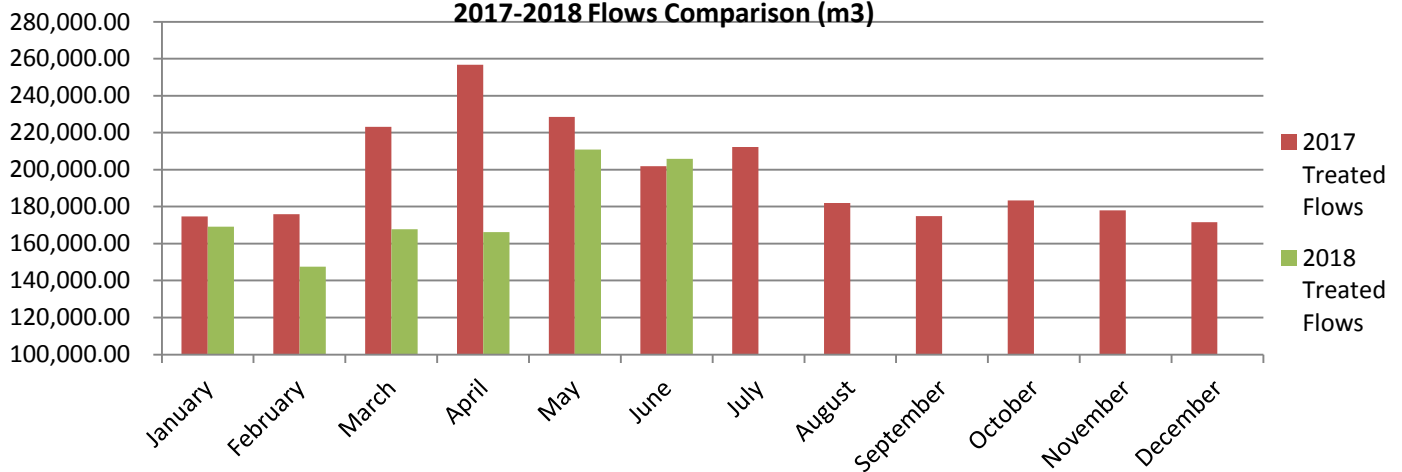
Month	Sewage Flows Year 2018					Usage	Calculated	Sludge	Removal Efficiency	
	Avg. Day	Max Day	Total	Total	Total	% Plant	Volume	Bins	CBOD5 0.965419901	
	Flow	Flow	Treated	ByPass	Volume	Capacity	Hauled	Hauled	Suspended Solids 0.956147893	
	m3	m3	Volume ML	Volume ML	ML		M3		Total Phosphorus 0.932258065	
January	5458.1	5955	169201		169201	61%	128.9	13	*The data from the bypass lab results have not been included in the effluent average results as our process and compliance group has asked for more input from the MOE.	
February	5267.8	5685	147497		147497	59%	108.3	11		
March	5409.9	6024	167707		167707	60%	95.0	9		
April	5543.1	6269	166292		166292	62%	105.7	11		
May	6804.3	13977	210932		210932	76%	129.7	12		
June	6860.6	10382	205818	1410	205818	76%	125.3	13		
July						0%				
August						0%				
September						0%				
October						0%				
November						0%				
December						0%				
Sum				1410	1067447		692.9	69		
Average	5891		177908		177908	65%	115.5	11.5		
Max		13977	210932		210932			13		
C of A	9000	18000								

	BOD5/CBOD5			Suspended Solids			Total Phosphorus			Nitrogen		E. Coli
	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Avg. Load	Avg. Raw	Avg. Eff.	Geo Mean
Month	BOD	CBOD	CBOD	S.S	S.S	S.S	T.P	T.P	T.P	TKN	Total N	Counts
	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	(kg/day)	(mg/L)	(mg/L)	/100ml
January	102.6	3.3	18.1	155.8	6.4	34.8	2.64	0.22	1.19	19.4	8.1	69.5
February	112.0	2.5	13.0	157.2	6.2	32.5	2.82	0.17	0.87	21.8	11.1	14.1
March	104.5	3.1	16.7	156.5	7.6	41.4	2.73	0.16	0.86	19.1	12.6	14.1
April	103.6	5.1	28.1	167.2	5.9	32.7	2.79	0.16	0.86	19.3	13.1	32.8
May	79.8	2.6	15.9	154.9	8.2	56.3	2.50	0.20	1.36	17.2	10.9	67.7
June	64.3	3.0	22.3	138.8	6.5	46.5	2.02	0.14	0.97	14.6	8.7	21.7
July												
August												
September												
October												
November												
December												
Average	94.5	3.3	19.0	155.1	6.8	40.7	2.6	0.18	1.02	18.6	10.8	36.7
Max	112	5.1	28.1	167.2	8.2	56.3	2.8	0.22	1.36	21.8	13.1	69.5
C of A		25	225		25	225		1.0	9.0	200	6.0	200

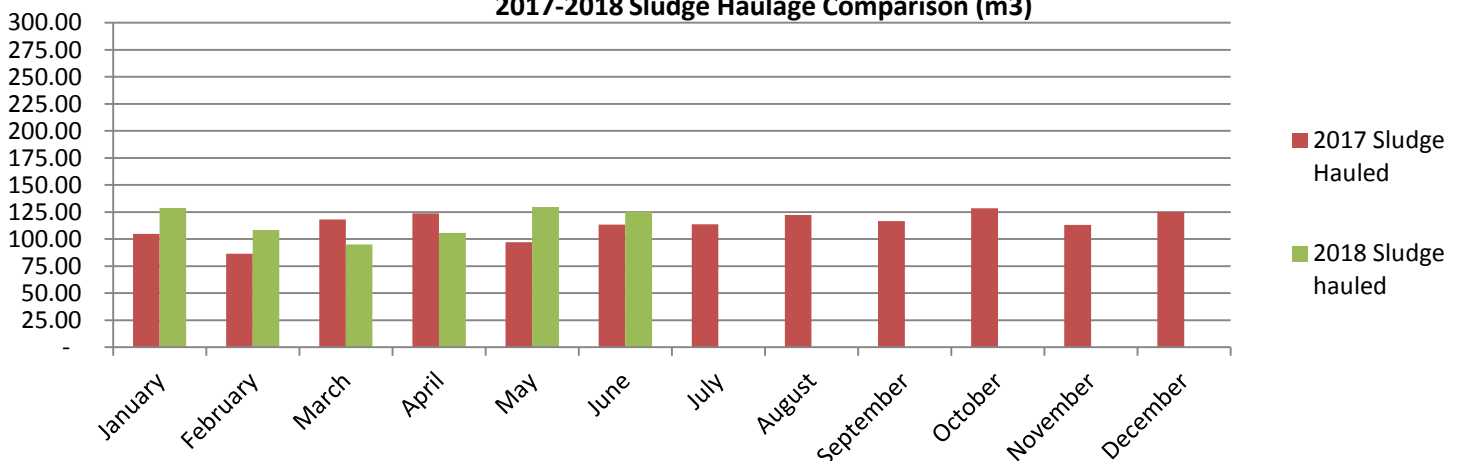
2017-2018 Comparison Chart

Month	2017 Treated Sewage	2018 Treated Sewage	% Variance 2017 to 2018	2017 Hauled Sludge	2018 Hauled Sludge	% Variance 2017 to 2018
	m3	m3	m3	m3 (calculated)	m3 (calculated)	m3
January	174,745.00	169,201.00	-3%	104.90	128.90	23%
February	175,956.00	147,497.00	-19%	86.50	108.30	25%
March	223,183.00	167,707.00	-33%	118.10	95.00	-20%
April	256,759.00	166,292.00	-54%	123.70	105.70	-15%
May	228,551.00	210,932.00	-8%	97.20	129.70	33%
June	201,914.00	205,818.00	2%	113.50	125.30	10%
July	212,264.00			113.80		
August	181,956.00			122.20		
September	174,796.00			116.50		
October	183,450.00			128.50		
November	177,999.00			113.10		
December	171,598.00			125.10		
Totals	2,363,171.00	1,067,447.00	-121%	1,363.10	692.90	-49%

2017-2018 Flows Comparison (m3)



2017-2018 Sludge Haulage Comparison (m3)



Workorder Summary Report

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

Report End Date: May 31, 2018 11:59 PM

Location: 1103*

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

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
780842	0000246422	METER LEVEL MULTIRANGER PLUS	1103, Church Pumping Station, Process	CALL	Refurbish/ Replace/Repair	0		church street lift station high level alarm - org 1103	COMP		5/8/18 11:30 PM	5/9/18 01:15 AM	church street lift station high level alarm call out - Received alarm call at 2320, opened working alone ticket and then drove to plant. Checked lift station status via scada, cleared alarms and observed several completed communications cycles. Drove to the lift station and checked to ensure there was no apparent problem with the radio antennae. Returned home and then closed working alone ticket.
782558	0000227421	PUMP CENT VERTICAL NON CLOG SEWAGE P1 FIFTH ST	1103, 5th St. Pumping Station, Process	CALL	Refurbish/ Replace/Repair	0		fift street high level alarm-org 1103	COMP		5/25/18 07:15 PM	5/25/18 09:15 PM	fifth street high level alarm call out - received alarm call at 1920 opened working alone ticket and drove to the plant arriving at 1945 reviewed fifth street pumping station status via scada and found all three pumps running with no flow indicated determined that pumps must be air locked drove to fifth street pumping station and relieved the air lock conditions returned to the plant and monitored fifth street for a complete pump cycle returned home and then closed working alone ticket at approximately 2115

Workorder Summary Report

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

Report End Date: May 31, 2018 11:59 PM

Location: 1103*

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

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
782645			1103, Fort Frances WPCP, Facility, Power Generation	CALL	Refurbish/ Replace/Repair	0		plant power failure - org 1103	COMP		5/28/18 12:15 AM	5/28/18 02:30 AM	plant power failure alarm call out - received alarm call at 0020 opened working alone ticket drove to pant arriving at approximately 0045 plant power was out - no apparent reason for the power failure there was power to the main breaker reset main breaker and restored power to the plant reset all alarms and monitored operation of plant until 0145 returned home and closed working alone ticket
780122	0000129835	METER LEVEL	1103, 5th St. Pumping Station, Process	CALL	Refurbish/ Replace/Repair	0		High level alarm 5th St. call in 1103	COMP		5/3/18 03:56 PM	5/3/18 06:00 PM	High level alarm 5th St. call in 1103 -At 1556 I was called by the auto dialer for a 5th St. high level alarm. I opened a ticket and drove to the wastewater plant, arriving at 1625. I acknowledged the alarm on SCADA and drove to the station where I had to address 3 air locked pumps. Once the level in the wet well was pumped down I monitored for several pump cycles before closing my ticket at 1800.
782227			Fort Frances Water Pollution Control Plant	CALL	Refurbish/ Replace/Repair	0		Plant power failure 1103 call in May 22	COMP		5/22/18 03:30 PM	5/22/18 04:05 PM	Plant power failure 1103 call in May 22 -I was called by the auto dialer for a plant power failure at 1530 hours. I called Communique Action and drove to the wastewater plant. Once on site I acknowledged the alarms and was able to reset the phase loss and restore power. I monitored process and closed my ticket and headed home.
775488	0000227376	PANEL ALARM/ DIALER	1103, Fort Frances WPCP, Process, Process Control & Monitoring	PM	Inspection	1	MONTHS	Critical Alarm/Dialer Testing (1m) 1103	COMP	5/1/18 12:00 AM	5/31/18 10:00 AM	5/31/18 11:00 AM	Dialer Test -We test the dialer daily at 10 AM.

Workorder Summary Report

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

Report End Date: May 31, 2018 11:59 PM

Location: 1103*

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

Work Order Class:

				WorkOrder		PM Schedule		Workorder Details					
WO #	Asset ID	Asset Description	Location Description	Type	Class	FEQ	Units	Work Order Description	Status	Schedule Start	Actual Start	Actual Finsh	WorkLog Detail
775492			1103, Fort Frances WPCP	PM	Refurbish/ Replace/Repair	1	MONTHS	Diesel Gensets Inspection/ Functional Tests (1m) 1103	COMP	5/1/18 12:00 AM	5/22/18 10:00 AM	5/22/18 11:00 AM	Monthly Gensets -I ran all gensets under load for one hour and we also had Fort Frances Peterbilt replace fuel filters on all lift station gensets.
775509			1103, Fort Frances WPCP	PM	Health and Safety	1	MONTHS	Health And Safety Inspection (1m) 1103	COMP	5/1/18 12:00 AM	5/25/18 07:00 AM	5/25/18 08:00 AM	May H&S -Still outstanding construction issues and a paper copy on file at the plant.
775526			1103, Fort Frances WPCP	OPER	Compliance	1	MONTHS	WISKI Review (1m) 1103	COMP	5/1/18 12:00 AM	6/2/18 08:00 AM	6/2/18 09:00 AM	WISKI Data Check -I checked WISKI and were still missing some lab data to complete the month.
775879			1103, Fort Frances WPCP	PM	Inspection	1	MONTHS	Blowers/Motors Inspection/Service (1m/3m) 1103	COMP	5/1/18 12:00 AM	5/31/18 09:00 AM	5/31/18 11:00 AM	Blower oil changes -I changed oil in all blowers and greased all blowers.
775887	0000246402	CENTRIFUGE GS2-2-1 TEACUP/ GRIT SNAIL	1103, Fort Frances WPCP, Process, Primary Treatment, Primary Sludge Degritting	PM	Inspection	1	MONTHS	Teacup Centrifuge Inspection/ Service (1m/3m/1y) 1103	COMP	5/1/18 12:00 AM	5/24/18 02:00 PM	5/24/18 03:00 PM	Monthly Teacup Maint -I locked out the unit then removed the lid and inspected, To find no debris . I then hosed down the unit and replaced the lid and returned it to service.

Fort Frances Airport- Page 2/2 - Fuel Sales - As of July 25, 2018																			
Fuel Sales Recap - 2018									2018	2017	2016	2015	2014	2013	2012	2011	2010	9 year	Variance
Month	100LL		Jet Trk		Jet Cab		Month	Year	per	per	per	per	per	per	per	per	per	Average	per month
	Liters	Total	Liters	Total	Liters	Total	Total	Total	month	month	month	month	month	month	month	month	month	2018 to 2009	month
January	269	269	16,228	16,228	100	100	16,597	16,597	16,597	25,675	7,528	8,692	11,543	7,216	10,252	7,308	10,971	12,177	-9,078
February	363	632	15,923	32,151	0	100	16,286	32,883	16,286	12,503	11,904	11,231	12,304	6,197	6,918	3,687	5,782	9,995	3,783
March	226	858	9,572	41,723	0	100	9,798	42,681	9,798	21,928	13,255	17,795	10,508	12,077	9,329	10,390	15,539	13,023	-12,130
April	391	1,249	10,007	51,730	0	100	10,398	53,079	10,398	13,102	8,592	13,219	8,377	4,453	8,251	5,294	24,825	10,719	-2,704
May	2,919	4,168	21,920	73,650	0	100	24,839	77,918	24,839	21,362	24,681	16,161	29,753	18,350	21,891	19,790	25,375	22,624	3,477
June	3,138	7,306	27,675	101,325	0	100	30,813	108,731	30,813	27,380	26,015	45,698	30,789	22,786	23,537	25,723	27,768	28,290	3,433
July		7,306		101,325		100	0	108,731		24,642	29,002	28,150	14,441	19,232	32,650	19,124	30,455	24,736	-24,642
August		7,306		101,325		100	0	108,731		23,029	21,119	36,638	20,450	20,075	30,783	21,467	33,139	26,106	-23,029
September		7,306		101,325		100	0	108,731		13,489	21,325	24,238	21,837	18,005	19,431	22,511	23,363	20,348	-13,489
October		7,306		101,325		100	0	108,731		16,604	30,655	8,216	15,472	13,109	11,325	13,677	15,033	16,155	-16,604
November		7,306		101,325		100	0	108,731		9,924	22,349	11,616	7,238	6,398	8,170	6,785	17,747	11,220	-9,924
December		7,306		101,325		100	0	108,731		6,560	13,797	7,592	6,849	2,028	8,179	2,446	7,641	6,965	-6,560
Total	7,306		101,325		100		108,731			216,198	230,222	229,246	189,561	149,926	190,716	158,202	237,638	202,358	-107467
								Jan to June	108,731	121,950	91,975	112,796	103,274	71,079	80,178	72,192	110,260	96,828	13,219

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

Aircraft Landings 2018
As of July 25, 2018 Statistics - Page 1/2

Month	Bearskin Flights			Bearskin- Passengers			Government			Private			Med-I-vacs			International			Commercial			Totals			Variance
	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018-2017
January	68	76	70	198	308	261	0	0	1	3	2	3	55	42	30	2	4	3	73	48	36	201	143	177	58
February	66	80	69	187	334	233	0	1	1	2	1	1	57	32	35	3	0	1	56	39	49	184	156	155	28
March	73	90	69	249	336	199	0	10	0	5	4	17	43	50	34	6	14	3	57	51	55	184	178	192	6
1/4 Total	207	246	208	634	978	693	0	11	2	10	7	21	155	124	99	11	18	7	186	138	140	569	477	524	92
April	77	67	81	270	289	288	0	0	7	7	18	8	42	40	47	6	4	3	42	41	40	174	186	201	-12
May	77	87	88	276	389	309	4	8	4	19	8	9	35	50	37	28	0	32	54	54	59	217	229	259	-12
June	68	82	76	219	324	273	4	10	0	24	16	30	36	38	38	70	14	77	49	63	52	251	273	328	-22
1/2 Total	429	482	453	1399	1980	1563	8	29	13	60	49	68	268	252	221	115	36	119	331	296	291	1211	1165	1312	46
July		70	72		224	221		3	2		26	48		52	51		76	66		54	47	0	286	324	-286
August		82	84		292	256		4	6		27	42		46	66		80	71		50	53	0	322	313	-322
September		79	78		267	277		7	1		14	15		40	40		42	45		39	51	0	230	249	-230
3/4 Total	429	713	687	1399	2763	2317	8	43	22	60	116	173	268	390	378	115	234	301	331	439	442	1211	2003	2198	-792
October		72	85		255	357		6	2		16	10		44	41		18	18		42	47	0	203	214	-203
November		71	72		281	328		0	3		2	20		28	28		0	7		40	38	0	168	146	-168
December		62	64		199	231		0	0		2	0		36	29		0	0		40	29	0	122	139	-122
Total	429	918	908	1399	3498	3233	8	49	27	60	136	203	268	498	476	115	252	326	331	561	556	1211	2496	2697	-1285

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
January 2018

STAFFING

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

	2017	2018
WSIB	0.00	0.00
WI/LTD	15.00	0.00
SICK DAYS	12.56	18.44
COMPASSIONATE LEAVE	0.00	0.00
FLOATERS	9.00	11.00
VACATION	7.25	39.25
BANKED TIME USED	9.50	3.00
OFF	0.38	2.50
STATUTORY HOLIDAYS	25.00	28.00
TOTAL	78.69	102.19

OVERTIME HOURS

Equivalent Straight Time Hours:

	2017 Current Month	2018 Current Month	2017 Year To Date	2018 Year To Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	2.50	5.00	2.50	5.00
ENGINEERING	0.00	0.00	0.00	0.00
INTERDEPARTMENTAL	0.00	0.00	0.00	0.00
PRIVATE WORK	0.00	3.00	0.00	3.00
RECYCLE/GARBAGE	5.25	8.00	5.25	8.00
ROADS	125.75	32.50	125.75	32.50
SEWER COLLECTION	28.50	21.75	28.50	36.75
SIDEWALKS	27.00	6.00	27.00	6.00
STORES	16.00	6.00	16.00	6.00
VEHICLE & EQUIPMENT	4.00	16.00	4.00	16.00
WATER TREATMENT PLANT	11.00	16.00	11.00	16.00
WATER DISTRIBUTION	0.00	13.25	0.00	13.25
TRAINING	0.00	0.00	0.00	0.00
TOTAL	220.00	127.50	220.00	142.50

TRANSPORTATION REPORT

JANUARY 2018

ROADS:

Storm Water Management – Urban:

Storm Water Management - Rural:

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required

Loose Top Maintenance:

Roadside Maintenance:

- Cleaned up debris from a blown down tree at 1226 Fifth Street East

Winter Control:

- Four (4) events – January 10th, 14th, 17th and 30th
- Plowed all roadways and lanes as required
- Sanded/salted roads as required
- Removed snow from downtown area twice
- Removed snow from municipal parking lots twice
- Removed snow from OPP parking lot twice
- Removed snow from cul-de-sacs
- Removed snow from dead ends and lane entrances
- Removed snow from corners on priority routes
- Removed snow from underpass
- Removed snow from intersections
- Removed snow from businesses and churches outside the downtown area
- Removed snow from fire hydrants
- Mixed additional sand/salt
- Removed snow from the 200, 300 and 400 blocks of First Street East
- Removed snow from Gillon Street
- Pushed up piles at snow dump daily

Traffic Operations:

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

Regular Maintenance:

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

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required.
- Plowed all yards as required

Private Work:**Sidewalks – Winter:**

- Cleaned snow and ice from Civic Centre sidewalks and applied ice melt as required
- Cleaned snow from underpass sidewalk and downtown corners and applied ice melt or sand/salt as required.
- Plowed all sidewalks as required.

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

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

Public Relations:

Sewer and Water:

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

Interdepartmental:

- Removed snow piles from Library parking lot
- Removed Zamboni snow from the Memorial Sports Centre on January 3rd.
- Removed snow piles from arena parking lot
- Scott Gosman provided coverage for vacation at the Airport on January 8th, 16th, 17th and 18th.

Recycling:

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

Training:

- Nick Wreggitt received training on the sand truck, plow truck and tandems on January 29th, 30th and 31st.

Health & Safety:

Milt Strachan,
Superintendent of Transportation

OPERATIONS AND FACILITIES DIVISION - PUBLIC WORKS AREA
OPERATIONS STATISTICS
February 2018

STAFFING

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

	2017	2018
WSIB	0.00	0.00
WI/LTD	12.00	0.00
SICK DAYS	13.38	9.94
COMPASSIONATE LEAVE	10.00	5.00
FLOATERS	8.00	9.00
VACATION	16.63	14.56
BANKED TIME USED	5.63	11.63
OFF	0.00	0.63
STATUTORY HOLIDAYS	26.00	27.00
TOTAL	91.64	77.76

OVERTIME HOURS

Equivalent Straight Time Hours:

	2017	2018	2017	2018
	Feb	Feb	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	2.50	0.00	2.50	5.00
ENGINEERING	0.00	2.00	0.00	2.00
INTERDEPARTMENTAL	0.75	2.00	0.00	2.00
PRIVATE WORK	0.00	0.00	3.00	3.00
RECYCLE/GARBAGE	0.00	0.00	9.25	8.00
ROADS	63.00	125.25	172.25	157.75
SEWER COLLECTION	17.50	38.75	39.50	75.50
SIDEWALKS	3.00	12.00	42.00	18.00
STORES	0.00	0.00	16.75	6.00
VEHICLE & EQUIPMENT	0.00	8.00	4.00	24.00
WATER TREATMENT PLANT	82.25	14.00	14.00	30.00
WATER DISTRIBUTION	48.50	84.50	34.75	97.75
TRAINING	0.00	0.00	2.25	0.00
TOTAL	217.50	286.50	340.25	429.00

TRANSPORTATION REPORT

FEBRUARY 2018

ROADS:

Storm Water Management – Urban:

Storm Water Management - Rural:

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required

Loose Top Maintenance:

Roadside Maintenance:

Winter Control:

- Two (2) events – February 20th and 24th
- Plowed all roadways and lanes as required
- Sanded/salted roads as required
- Continued removing snow from intersections and lane entrances
- Removed snow from Fire Hydrants
- Removed snow from downtown area, municipal parking lots and OPP parking lot twice
- Removed snow from the 500 and 600 block of Scott Street
- Removed snow from 4 lane highway from Central Avenue to McIrvine Road
- Removes snow from cul-de-sacs

Traffic Operations:

- Repaired and replaced signs as required.

Regular Maintenance:

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

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required.
- Plowed all yards as required

Private Work:**Sidewalks – Winter:**

- Cleaned snow and ice from Civic Centre sidewalks and applied ice melt as required
- Cleaned snow from underpass sidewalk and downtown corners and applied ice melt or sand/salt as required.
- Plowed all sidewalks as required.

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

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

Public Relations:**Sewer and Water:**

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

Interdepartmental:

- Scott Gosman supplied coverage for vacation at the Airport on February 12th and 13th and again from February 20th to 23rd and on February 27th.

Recycling:

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

Training:**Health & Safety:**A handwritten signature in blue ink, appearing to read "Milt Strachan", written in a cursive style.

Milt Strachan,
Superintendent of Transportation

TOWN OF FORT FRANCES OPERATIONS STATISTICS

March 2018

STAFFING

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

	2017	2018
WSIB	0.00	0.00
WI/LTD	23.00	0.00
SICK DAYS	16.00	11.63
COMPASSIONATE LEAVE	8.00	0.00
FLOATERS	7.00	6.00
VACATION	31.00	29.50
BANKED TIME USED	7.75	10.38
OFF	0.00	2.19
STATUTORY HOLIDAYS	0.00	25.00
TOTAL	92.75	84.70

OVERTIME HOURS

Equivalent Straight Time Hours:

	2017	2018	2017	2018
	March	March	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	0.00	2.50	2.50	7.50
ENGINEERING	0.00	0.00	0.00	2.00
INTERDEPARTMENTAL	0.00	0.00	0.00	2.00
PRIVATE WORK	0.00	0.00	3.00	3.00
RECYCLE/GARBAGE	0.00	12.00	9.25	20.00
ROADS	0.00	16.75	172.25	174.50
SEWER COLLECTION	3.00	21.50	42.50	97.00
SIDEWALKS	0.00	0.00	42.00	18.00
STORES	0.00	0.00	16.75	6.00
VEHICLE & EQUIPMENT	0.00	0.00	4.00	24.00
WATER TREATMENT PLANT	10.25	31.00	24.25	61.00
WATER DISTRIBUTION	1.50	13.50	36.25	111.25
TRAINING	0.00	0.00	2.25	0.00
TOTAL	14.75	97.25	355.00	526.25

TRANSPORTATION REPORT

March 2018

ROADS:

Storm Water Management – Urban:

- Steamed catchbasins to get water moving
- Flushed storm sewers and laterals to get water moving.
- Cleaned snow and ice from catchbasins

Storm Water Management - Rural:

- Steamed culverts to get water moving
- Flushed culverts to get water moving

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required

Loose Top Maintenance:

- Graded all loose top roads
- Started grading lanes

Roadside Maintenance:

- Cleaned up debris along boulevards from Winter plowing

Winter Control:

- No events
- Sanded/salted roads as required
- Removed snow from the downtown area, municipal parking lots and OPP parking lot
- Removed snow on Keating Ave. from Kings Hwy. to First Street West
- Continued removing snow from intersections and lane entrances
- Removed snow and ice from Underpass
- Removed snow to curb on 100, 200, 300, 400, 500 & 600 blocks of Second Street East
- Removed snow piles from deadends
- Removed snow to the curb on the 900 block of Smith Ave. and Crowe Ave.
- Removed snow from the 100, 200, 300 & 400 blocks of First Street East
- Removed snow from the 700 & 800 blocks of Scott Street
- Removed snow to curb on 400, 500 & 600 blocks of Church Street
- Pushed up piles at snow dump as required
- Winter Control Night Shift ended March 23rd

Traffic Operations:

- Repaired and replaced signs as required.
- Replaced signs that failed reflectivity testing
- Painted 20 new barricades to be used for special events

Regular Maintenance:

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

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required.
- Hauled snow piles in all yards to snow dump

Private Work:**Sidewalks – Winter:**

- Cleaned snow and ice from Civic Centre sidewalks and applied ice melt as required
- Cleaned snow and ice from downtown corners and applied ice melt as required
- Cleaned snow and ice from underpass sidewalks and applied ice melt as required

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

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

Public Relations:**Sewer and Water:**

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

Interdepartmental:

- Removed snow from the Memorial Sports Centre parking lot
- Removed snow from the Library Parking lot
- Removed Zamboni snow from Memorial Sports Centre twice
- Scott Gosman provided coverage for vacation at the Airport from March 7 to March 22

Recycling:

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

Training:**Health & Safety:**

- A Workplace Inspection was done at the Public Works Building on March 29th



Milt Strachan,
Superintendent of Transportation

TOWN OF FORT FRANCES OPERATIONS STATISTICS

April 2018

STAFFING

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

	2017	2018
WSIB	0.00	0.00
WI/LTD	5.00	0.00
SICK DAYS	8.06	6.13
COMPASSIONATE LEAVE	3.00	3.00
FLOATERS	4.50	5.00
VACATION	21.13	20.75
BANKED TIME USED	10.38	11.63
OFF	0.00	0.00
STATUTORY HOLIDAYS	0.00	0.00
TOTAL	52.07	46.51

OVERTIME HOURS

Equivalent Straight Time Hours:

	2017	2018	2017	2018
	April	April	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	0.00	33.00	2.50	40.50
ENGINEERING	0.00	4.00	0.00	6.00
INTERDEPARTMENTAL	0.00	0.00	0.00	2.00
PRIVATE WORK	2.25	0.00	5.25	3.00
RECYCLE/GARBAGE	4.00	4.00	13.25	24.00
ROADS	4.00	12.00	176.25	186.50
SEWER COLLECTION	24.00	22.25	66.50	119.25
SIDEWALKS	0.00	0.00	42.00	18.00
STORES	0.00	0.00	16.75	6.00
VEHICLE & EQUIPMENT	0.00	0.00	4.00	24.00
WATER TREATMENT PLANT	5.50	8.00	29.75	69.00
WATER DISTRIBUTION	40.75	48.50	77.00	159.75
WATER TOWER	0.00	0.00	0.00	0.00
TRAINING	0.00	0.00	2.25	0.00
TOTAL	80.50	131.75	435.50	658.00

TRANSPORTATION REPORT

April 2018

ROADS:

Storm Water Management – Urban:

- Continued steaming catchbasins
- Flushed storm sewers and laterals to get water moving.

Storm Water Management - Rural:

- Continued steaming frozen culverts
- Flushed culverts to get water moving

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Cleaned up sand that was swept from islands, with street sweeper
- Initial sweep of all Town hard top roads started April 23rd - two, ten hour shifts, 4 days a week

Loose Top Maintenance:

- Graded all loose top roads twice
- Continued grading lanes

Roadside Maintenance:

- Swept winter sand from all islands
- Cleaned up gravel and debris left at lane piles during winter plowing

Winter Control:

- One (1) event – April 16
- Plowed all roads and lanes as required
- Sanded/salted roads as required

Traffic Operations:

- Repaired and replaced signs as required.
- Replaced signs that failed reflectivity testing
- Re-directed traffic to Fourth Street West for TBay Tel to cross the 4 lane highway for a fibre installation at 164 Third Street West

Regular Maintenance:

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

Buildings and Grounds:

- Cleaned Shop as required
- Cleaned vehicles and equipment as required
- Repaired main gate in yard and installed a new wheel on the gate
- Pressure washed winter sand/salt from all equipment and vehicles

Private Work:**Sidewalks – Winter:**

- Cleaned snow and ice from Civic Centre sidewalks and applied ice melt as required
- Cleaned snow and ice from downtown corners and applied ice melt as required
- Cleaned snow and ice from underpass sidewalks and applied ice melt as required

Sidewalks – Summer:

- Swept winter sand from sidewalks along priority routes
- Swept sidewalks and bike path along Water Front
- Swept winter sand from sidewalks on overpass

Vehicles and Equipment:

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

Public Relations:**Sewer and Water:**

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

Interdepartmental:

- Removed Zamboni snow from the Memorial Sports Centre
- Removed several loads of debris from underneath the seats at the 52 Canadians Rink
- Filled cracks (trip hazard) in the entrance to the Fire Hall Garage with cold mix asphalt
- Supplied skid steer and operator to remove ice at the 52 Canadians Rink on April 12th
- Hauled away ice from Sports Centre to Snow Dump on April 13th
- Supplied skid steer and operator to remove ice from the IFK Rink on April 17th
- Hauled away ice from IFK to Snow Dump on April 19th
- Scott Gosman supplied coverage for vacation at the Airport on March 5th, again from March 10th, 11th & 12th and from March 20th to March 30th

Recycling:

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

Training:

- Randy McArthur did some hands on training on both backhoes.

Health & Safety:

- A Workplace inspection was done at the Water Treatment Plant on August 6th



Milt Strachan,
Superintendent of Transportation

TOWN OF FORT FRANCES OPERATIONS STATISTICS
May 2018

STAFFING

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

	2017	2018
WSIB	0.00	0.00
WI/LTD	2.00	0.00
SICK DAYS	10.81	7.38
COMPASSIONATE LEAVE	0.00	0.00
FLOATERS	4.00	3.00
VACATION	28.50	37.38
BANKED TIME USED	5.81	9.41
OFF	0.50	2.63
STATUTORY HOLIDAYS	28.00	27.00
TOTAL	79.62	86.80

OVERTIME HOURS

Equivalent Straight Time Hours:

	2017	2018	2017	2018
	May	May	Year To	Year To
			Date	Date
ADMINISTRATION	0.00	0.00	0.00	0.00
TRAVEL	11.50	0.00	14.00	40.50
ENGINEERING	0.00	0.00	0.00	6.00
INTERDEPARTMENTAL	10.50	8.00	10.50	10.00
PRIVATE WORK	0.00	0.00	5.25	3.00
RECYCLE/GARBAGE	4.75	0.75	18.00	24.75
ROADS	0.00	32.75	176.25	219.25
SEWER COLLECTION	1.50	20.75	68.00	140.00
SIDEWALKS	0.00	0.00	42.00	18.00
STORES	0.00	0.00	16.75	6.00
VEHICLE & EQUIPMENT	0.00	0.00	4.00	24.00
WATER TREATMENT PLANT	4.00	16.00	33.75	85.00
WATER DISTRIBUTION	4.50	76.75	81.50	236.50
WATER TOWER	0.00	0.00	0.00	0.00
TRAINING	0.00	0.00	2.25	0.00
TOTAL	36.75	155.00	472.25	813.00

TRANSPORTATION REPORT

May 2018

ROADS:

Storm Water Management – Urban:

- Repaired a leak in the Storm Sewer at McIrvine Road beside Sunset Country Ford
- Repaired a leak in the Storm Sewer at Mowat Ave. and First Street East

Storm Water Management - Rural:

- Cleaned out culvert ends to get water moving
- Cleaned up debris along ditches

Hard Top Maintenance:

- Levelled utility cuts – twice weekly
- Pothole patching as required
- Started replacing curb and gutter at utility repair locations from the winter
- Continued initial sweep of all hard top roads

Loose Top Maintenance:

- Graded loose top roads twice
- Continued grading all lanes

Roadside Maintenance:

- Cleaned up debris along boulevards and ditches at Town entrances
- Landscaped several areas along boulevards and sidewalks damaged by winter plows
- Picked up garbage along back roads and ditches throughout Town
- Cleaned up gravel and debris at lane piles from Winter plowing
- Cut grass at all dead ends and CN crossings
- Swept out corners of all Municipal parking lots
- Did some stump grinding in several areas where trees were removed last year

Winter Control:

Traffic Operations:

- Repaired and replaced signs as required.
- Replaced signs that failed reflectivity testing.
- Installed two Ontario Works signs at construction area on the 200 block of Second Street East
- Put out bike racks on 200 and 300 blocks of Scott Street and at Sorting Gap Marina

Regular Maintenance:

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

Buildings and Grounds:

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

Private Work:**Sidewalks – Winter:****Sidewalks – Summer:**

- Swept and cleaned up winter sand from corners and around signs that are in sidewalks
- Swept the sidewalk and bike path along Water Front once weekly

Vehicles and Equipment:

- Preventative Maintenance – pre-trip inspections 5:30 – 7:30 am Monday to Friday
- Regular scheduled maintenance of all vehicles and equipment
- Maintenance and repairs, Fire Department, Water Treatment Plant, Memorial Sports Centre, Day Care, Handi-Van, Airport and Civic Centre Vehicles as required
- Removed winter attachments from equipment and prepared for summer operations

Public Relations:

- Installed flower pots on islands

Sewer and Water:

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

Interdepartmental:

- Swept out corners of Day Care parking lot by hand and then swept the lot with the Street Sweeper
- Prepared Sorting Gap Marina for summer operations on May 14th
- Installed 'No Parking' signs at Market Square
- Installed three Plaques at Market Square
- Cut grass at Animal Shelter
- Replaced some sidewalk at the Sister Kennedy Centre

Recycling:

- Emptied glass recycling bin as required
- Pushed up piles in recycling building as required
- Loaded Commercial Recycling Bin as required
- Cleaned up recycling yard

Training:.

- Dave Martin, Curtis Wickstrom, Rich Walton, Dale Gill, Brian Henttonen, Kathy Westover, Randy McArthur, Eric Onichuk, Scott Gosman, Greg Wiedenhoeft, Linda Carmody and Brian Paterson attended Traffic Control Training at the FFPC Garage on May 15th

Health & Safety:

- A Workplace Inspection was done at the Public Works Building on May 30th.



Milt Strachan,
Superintendent of Transportation