

**TOWN OF FORT FRANCES**  
**January 9, 2012**

**COMMITTEE OF THE WHOLE** (Session No. 42)  
**5:30 p.m. to 7:06 p.m.**

Page

**Call to Order**

**Non-Agenda items which, because of urgency, cannot be deferred to a subsequent meeting, identified to be considered later in this meeting, both in-camera and in open meeting.**

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

**In-Camera - 5:31 p.m. to 6:45 p.m.**

- 4.1 Second Notice of Extension - Option to Purchase by SkyPower Limited as assigned to CopperLight LP. (W. Derksen, Town solicitor will be in attendance). (Includes a matter previously decided)
- 4.2 Multiplicities of Litigation (W. Derksen, Town solicitor will be in attendance).
- 4.3 CUPE Grievance - MSC #08-10-25-2011 and MSC #10-11-18-2011.
- 4.4 CUPE Position.
- 4.5 Management Position.

**Non-agenda in-camera items**

**Public Session Resumes in Council Chambers: 6:50 p.m.**

**Consent Agenda - 6:50 p.m. to 6:55 p.m.**

- |     |   |       |
|-----|---|-------|
| 7.1 | Janitorial Tender Results Corrections.                          | 3     |
| 7.2 | Integrated Community Sustainability Plan.                       | 4-8   |
| 7.3 | The Salvation Army - Dedicated On Street Parking.               | 9-11  |
| 7.4 | October 2011 Drinking Water Systems Monthly Summary Report.     | 12-19 |
| 7.5 | November 2011 Drinking Water Systems Monthly Summary Report.    | 20-27 |
| 7.6 | Fort Frances Airport - Adjustment to Aviation Fuel Pump Prices. | 28-30 |

**Consent Agenda - 6:50 p.m. to 6:55 p.m.**

7.7	In-Kind Services - Assistance to the Rainy River Arts Collective - Snow Sculpture Project.	31-35
7.8	POA Write-Off Request.	36-43
7.9	Uncollectable Accounts Receivable re: Customer # 10645; 10637; 10555, 4587, and 4564.	44-46
7.10	Interim Tax Levy for 2012.	47-48
7.11	Fort Frances Canadian Bass Championship (FFCBC) Request.	49-58
7.12	Preliminary 2012 Operating and Capital Budgets (refer to attached materials).	59-61

**Administration and Finance Division -6:55 p.m. to 6:56 p.m.**

8.1	Councillor Sharon Tibbs - Per Diem Claim.	62-63
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**General - 6:56 p.m. to 7:00 p.m.**

9.1	Municipal Lottery Licensing in Fort Frances.	64-66
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**Information -**

10.1	Fort Frances Wastewater Treatment Facility - November 2011 Monthly Report.	67-72
10.2	2011 Tonnage at Landfill Site - Updated January 3, 2012.	73
10.3	Sewer and Water Data for 2011 - Updated January 3, 2012.	74
10.4	Building Department - Statistics Canada Report for the period December 01, 2011 to December 31, 2011.	75

**Non-agenda Committee Items - 7:01 p.m.**



January 4, 2012

Report to; Mayor and Council

Re; Janitorial Tender Results Corrections

In my report of December 6, 2011 I indicated the annual cost for the OPP/Civic Centre was \$50,850 including Hst and for the Childrens' Complex \$31,680 including Hst.

These were incorrect, the OPP/Civic Centre 2011 contract was for \$60,000 plus Hst as the \$50,850 was for nine months and included Hst and as for the Childrens' Complex the contract amount of \$31,680 did not include Hst.

Both of these contracts are renewals and are subject to a second year at the same contract amount.

I have corrected these errors in the contracts that will be coming forward to council for approval in by-law. It is the recommendation of the Community Services Executive that these corrections be made. I apologize for the confusion.

Respectfully submitted,

George A. Bell  
Manager of Community Services

**Councils approval of this report will** correct the contract amount for Nicholson Janitorial Services for the OPP/Civic Centre too \$60,000 plus Hst per annum and the Children's Complex to \$31,680 plus Hst.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Date: Jan 4, 2012

M. McCaig, Administrator

January 4, 2012

Report to: Mayor and Council

Re: Integrated Community Sustainability Plan



Attached is a report from Travis Rob our Sustainability Coordinator and a proposed term's of reference to complete an Integrated Community Sustainability Plan (ICSP) for the Town of Fort Frances. As of December 1<sup>st</sup> 2011 we can apply to the Green Municipal Fund for 50% of the cost, also the Northern Ontario Heritage Fund will fund 50% of the remaining cost if we incorporate the development of an economic development strategy as part of our sustainability plan.

Travis has contacted some consulting firms for estimates and I would suggest a budget of \$150,000, given the time frames for funding approval, tendering and completion of the plan I would think our portion of the funding would be spread over two budget years. The municipal portion would be \$37,500 over two years. It is important to note that an ICSP is an essential component for funding application to the Green Municipal Fund.

It is the recommendation of the Community Services Executive that we apply to the GMF for funding for a ICSP, redevelop the term's of reference to include economic development strategy with the assistance of Geoff Gillon and apply to the NOHF for funding.


Respectfully submitted,

  
George A. Bell  
Manager of Community Services

**Council's approval of this report will** direct our Sustainability Coordinator to develop applications to the GMF and NOHFC for funding of a ICSP.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Date: Jan 4, 2012

  
M. McCaig, Administrator

**Report To: George Bell**

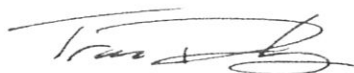
**From: Travis Rob**

**Subject: Terms of reference and cost estimate for the development of an ICSP**

On October 17, 2011 a report was brought to the Community Services Executive Committee regarding moving forward with the development of an Integrated Community Sustainability Plan (ICSP) for the Town of Fort Frances. At this meeting it was decided that a terms of reference should be developed and a cost estimate sought. Doug Brown, Manager of Operations and Facilities, George Bell, and myself sat down and developed a preliminary scope of work to be incorporated into a terms of reference. This document was then sent to Heather Cram of Hilderman Thomas Frank and Cram consultants as well as Kathryn Graham of Myeres Norris Penny (MNP), the consultants that completed Red Lake's ICSP, on October 31, 2011. Hilderman Thomas Frank and Cram were not interested in developing a preliminary cost estimate for no cost, however MNP was able to contrast our proposed project to Red Lake's and other similar projects and submitted a preliminary cost estimate on December 30, 2011.

The cost to undertake this type of study for the Municipality of Red Lake was \$200,000.00 with 50% funding through the Green Municipality Fund (GMF). The GMF unveiled a new application process and changed maximum funding amounts on December 1, 2011. The funding for the development of an ICSP is still available and GMF will still cover 50% of the cost of the study, however the maximum amount has changed from \$350,000.00 down to \$175,000.00. There also may be other funding opportunities through the Northern Ontario Heritage Fund Infrastructure and Community Development program to offset a portion of the remainder of the cost to the Town. The preliminary cost estimate from MNP was not submitted in time to be included with this report, however a copy will be provided to all members of the Community Services Executive at the January 3, 2012 meeting.

There now needs to be a discussion on how to proceed from here. This is a perfect time to bring this forward as the Town is currently in the process of finalizing it's budget for the 2012 year and funds could be allocated to this initiative. For the application to the Green Municipal Fund to be completed, a council resolution must be included confirming their support for the project as well as a confirmation of funds to complete the project. If the GMF grant application was to be declined, the Town would not be forced to complete this project and the allocated funds could go to operations or into reserves. Please find attached to this report a copy of the terms of reference submitted to MNP.



Travis Rob, EIT  
Sustainability Coordinator

**Terms of Reference**  
**Integrated Community Sustainability Plan**

**Preamble:**

The Town of Fort Frances has decided to develop an ICSP in tandem with an investigation into the energy consumption of the buildings owned and operated by the corporation. This structure was decided to ensure that at the end of this project, a community wide sustainability plan would be in place, in conjunction with a focused corporate sustainability plan to guide the development of the community and corporation toward sustainability. It is hoped that through a study of the sustainability of the Town of Fort Frances, a better understanding of the needs of the residents living and businesses operating within the town will be developed to ensure that the interests of the community are better represented in corporate decisions regarding development, capital investments, and infrastructure improvements now and into the future. It is hoped that the ICSP will be utilized to ensure the long-term sustainability of the area is always a consideration in future decisions made by the town.

**Background:**

The Town of Fort Frances is a small community of 8,103 residents located in Northwestern Ontario on the Ontario/Minnesota border. It is the largest community in the Rainy River district and serves a catchment area of approximately 15 000 residents. Like all small municipalities in rural Canada, we are experiencing a shrinking population, with issues of youth out-migration, aging population, and a changing downtown core.

The municipality is dependent on the pulp and paper industry with its largest employer being Abitibi Bowater that has recently come out of bankruptcy protection. Abitibi Bowater provides over 600 full time jobs with another 500 in the forestry sector. Approximately 20% of the municipality tax revenue is concentrated with this one employer and with the decline in the paper industry in Canada, the community needs assistance in planning the economic transition away from the manufacturing industry and the identification of economic alternatives.

Fort Frances is a stable progressive community with strong municipal leadership that has led to infrastructure enhancements in water treatment, primary and secondary sewage treatment, development of strong cultural and recreational programs, infrastructure, healthcare facilities and continues to look to ways and means to increase the present and future quality of life for its residents and surrounding population.

**Purpose:**

To develop an integrated community sustainability plan (ICSP) for the Town of Fort Frances that will serve as a guiding document for future planning and development within the municipality of Fort Frances. This document will insure that the services currently offered by the Town will sustainably continue long into the future.

**Goals and Objectives:**

- I. Develop the principals of a sustainable community in particular that will meet the needs and circumstances of Fort Frances.
- II. Establish a sustainable framework for the municipality
- III. Establish the principles of sustainable decision making
- IV. Propose specific goals and action plans to provide a path for a more sustainable Fort Frances.
- V. Establish municipal and community targets so the community can evaluate the effectiveness of the plan.
- VI. Incorporate the principals of sustainability into all aspects of municipal administration, operations and growth focusing on these six major categories.

a. Municipal infrastructure and future planning:

Investigate the current operation and condition of the water and wastewater infrastructure and treatment facilities, as well as the municipal road network. Recommend policy, procedural and or infrastructure improvements and timelines to insure the sustainability of this vital infrastructure system. The conclusions and recommendations outlined in the Active Transportation Plan, Waste Water Treatment Plant Optimization Study and Facility Energy Audits should be incorporated into the recommendations.

b. Waste Management:

An investigation into the current practices regarding the collection and processing of the municipal solid waste and recycle and investigate ways to reduce associated costs and improve service. Investigate conservation measures and policies that could be implemented by residents to reduce waste. A review of the current condition of the Landfill and practices of the operators shall be undertaken to insure long-term use of the current landfill site. The recommendations included in the Waste Recycle Strategy should be considered in this investigation.

c. Greenspace Planning:

There currently is no long-term plan or vision for the municipal parks and greenspaces. Therefore an investigation into the current greenspace and its utilizations shall be conducted and compared to the needs of the local residents. There should also be a long-term community greening vision and associated policies recommended for implementation to promote a green community.

d. Air Quality:

An investigation into the emissions of the corporation shall be conducted and review of our current vehicle procurement policy and practices shall be conducted. Amendments to this policy shall be recommended to reduce corporate fuel consumption and greenhouse gas emissions. Also an anti idling policy shall be developed and implemented.

e. Energy:

The Town of Fort Frances is currently developing an energy management plan and undertaking energy audits of its facilities. This plan, and the audit findings, should be incorporated into the ICSP and if required expanded to meet the sustainability vision of the Town. A study into the current and future possibility of renewable energy technologies should be investigated as well as a corporate stance on energy management and conservation should be developed.

**f. Economic Development:**

The Town of Fort Frances' main industry is in pulp and paper. This industry has seen substantial cuts recently costing many jobs. An investigation into ways to shift the Town's dependency away from the Pulp and Paper Industry will be conducted. A Downtown revitalization plan will also be developed with a focus on buying local. Pithers Point Park ownership is currently under negotiations between the Town of Fort Frances and the members of Treaty #3 possible future development of this site as well as a strategy to retain municipal ownership will be conducted. The possibilities and opportunities that could arise from developing an urban reserve within the Town of Fort Frances will also be explored and considered. As with many small northwestern Ontario communities, the Town of Fort Frances is experiencing a population decline and would like to investigate ways to retain its population and further develop the services the Town currently offers the Senior Citizens of the community.

**Steering Committee:**

A steering committee will be struck to oversee the development of the plan and act as a guide for its development. Because this is a community plan it is important to have community input and representation throughout the entire process. Therefore the steering committee will consist of, at least, 2 members of council, a representative from the BIA, Chamber of Commerce, and five members of the community at large.

The steering committee's purpose and mandate will be:

- To oversee the project
- To provide direction and input to the consultants
- To identify key study issues
- Provide direction on public consultation.

**Public Participation:**

Because this is a community plan the consultant shall setup and execute public outreach events at critical stages of the development of the project. The intended outcomes of these events shall be determined by the steering committee prior to the event.

**Planning & Development Executive Committee**

# Report



**Date:** 2012 January 3rd  
**To:** Mayor & Council  
**From:** Rick Hallam, CBCO, CRBO, Supt. Planning & Development Div.  
**Subject:** The Salvation Army re; Dedicated on street parking

Council will recall that at their meeting held 2011 December 19<sup>th</sup> Council referred a request from the Salvation Army, 316 Victoria Ave., dated 2011 Dec. 8<sup>th</sup>, for a second dedicated on street parking space on Victoria Ave. in front of their facility to PDEC for their recommendation.

PDEC met and discussed the matter with staff and recommend that an additional parking space in front of 316 Victoria Avenue dedicated for use by the Salvation Army facility be approved and further that it be subject to the levy of annual fees pursuant to the Town of Fort Frances By-Law for such fees.

Respectfully Submitted,  
 Planning & Development Executive Committee,

*R. Hallam*

R. Hallam, CBCO, CRBO  
 Superintendent  
 Planning & Development Division

**RECOMMENDED**  
 PLANNING & DEVELOPMENT  
 DATE: *2012 Jan 3*  
 DIV. MNG. *R. Hallam*  
 EXECUTIVE COMM. *R. Hallam*

**Council approval of this report will:** Direct that Traffic Control By-Law (10/03) be amended to allow for a second dedicated on street parking space at 316 Victoria Avenue for the exclusive use of the Salvation Army and patrons, and further that it be subject to the levy of the annual fee as amended from time to time pursuant to By-Law 67/11.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

1

Date:

*Jan 4, 2012*  
*Mark McCaig*  
 M. McCaig, Administrator

**Agenda Item # 7.3 ...**

Administration & Finance Division  
Civic Centre

Operations & Facilities Division  
Fifth Street & Wright Avenue  
Phone: 807-274-9893  
Fax: 807-274-7360

Civic Centre  
320 Portage Avenue  
Phone: 807-274-5323  
Fax: 807-274-8479  
email: town@fort-frances.com



Planning & Development Division  
Civic Centre

Community Services Division  
740 Scott Street P9A 1H8  
Phone: 807-274-4561

Mailing Address:  
320 Portage Avenue  
Fort Frances, Ontario  
P9A 3P9

www.fort-frances.com

December 20, 2011

The Salvation Army -Rainy River District  
Community Services and Mission  
Attn: Captain Angel Sandoval-Silva  
316 Victoria Avenue  
Fort Frances, Ontario  
P9A 2C2

Dear Captain Sandoval-Silva:

At their meeting December 19, 2011, Council referred the request dated December 8, 2011 from The Salvation Army re: Additional Parking Space in Front of 316 Victoria Avenue to Planning and Development Executive Committee for recommendation.

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

Please direct any questions you may have to Mr. R. Hallam, Superintendent Planning and Development, at 274-5323, ext 252.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION

Kathryn M. Lawson, Deputy Clerk

/kl

c.c. Planning and Development Executive Committee  
-Attn: R. Hallam, Superintendent Planning and Development

H:\OFFICE\LETTERS AND CORRESPONDENCE\Planning and Development\2011 Matters and Correspondence\Salvation Army  
Request - additional parking space.doc

## Agenda Item # 3.3



Giving  
Hope  
Today

The Salvation Army  
Rainy River District  
Community Services and Mission

316 Victoria Avenue  
Fort Frances, Ontario P9A 2C2  
Telephone : (807)274-3871  
Fax : (807)274-0761

E-mail : salarmy@jam21.net



December 8, 2011

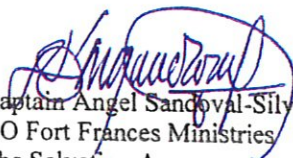
Mayor Roy Avis and Town Council  
The Town of Fort Frances  
P.O. Box 38  
Fort Frances, Ontario  
P9A 3M5

Dear Mayor Roy Avis and Town Council,

We would like to request an additional parking space in front of The Salvation Army Citadel and Thrift Store. Victoria Avenue is a very busy street and the parking spaces in front of our building are often used by The Fort Frances Clinic's patients and staff. We are requesting an additional parking space to ensure we have adequate parking spaces for our customers and clients.

Thank you for your consideration and we look forward to hearing from you soon.

Committed to the Lord,

  
Captain Angel Sandoval-Silva  
CO Fort Frances Ministries  
The Salvation Army

☒ OK *Refer to Planning + Development*  
☐ Recommended *Executive Committee for recommendation*  
☐ Includes my input  
☐ Recommended as amended/with comment  
☐ Not recommended  
☐ Will Speak to this  
☐ Other  
Date: Dec 14/11 *M. McCaig*  
M. McCaig, Administrator

December 16, 2011

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: October 2011 Drinking Water Systems Monthly Summary Report**



Please find attached the October 2011 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the October 2011 report as presented.

Respectfully submitted,  
Operations & Facilities Division

*Doug Brown*

Doug Brown, P. Eng.  
Manager of Operations & Facilities

**Council approval of this report will** accept the October 2011 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.

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

10 Council Water Report October 2011.doc

**RECOMMENDED**

DEC 16 2011

DIV. MNG.

*Doug B.*

EXECUTIVE COMM.

*R. White*

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

*Jan. 4 2012*  
Date:

*M. McCaig*  
M. McCaig, Administrator

**October, 2011**

**Monthly Summary Report  
Water Systems**

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

**Dated: November 10, 2011**



**1) Introduction -**

This report contains the major maintenance activities and operational events that occurred during the month of October 2011 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works # 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.

**2) Flow Data**

Water Treatment Plant: See attached spreadsheet. No flow data for Airport groundwater well.

**3) Microbiological (Health Related) Water Analysis– Main Water System # 220000978**

Water Treatment Plant (treated): 5 samples taken no adverse results  
Water Treatment Plant (raw): 5 samples taken no adverse results  
Water Distribution System: 20 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.

**4) Microbiological (Health Related) Water Analysis– Airport Groundwater Well # 26002736**

No samples taken.

The Airport has signs posted in the men's and women's washroom stating that the water has not been tested or treated for drinking purpose in accordance with the Health Protection and Promotion Act – Section 7 of the Small Drinking Water Systems Regulation, O. Reg. 318/08 (*Amended to Safe Drinking Water Act, 2002 - Section 6 of Ontario Regulation 252/05*). The operators do a visual inspection of the warning notices at a minimum of once per week to ensure that they are legible and comply with Ontario Regulation 318/08, Section 7(5).

**5) Free Available Chlorine Residual (FAC) – Main Water System – # 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 # 26002736**

Signs posted, exempt from testing.

**7) Maintenance Activities at the WTP**

- Oct. 04<sup>th</sup> - began to shut down Sunny Cove Camp.
- Oct. 07<sup>th</sup> - cleaned the top and bottom tank on the poly unit.  
- cleaned the four (4) check valves on the poly unit.
- Oct. 11<sup>th</sup> - cleaned the soda ash auger.
- Oct. 18<sup>th</sup> - re-calibrated the distribution chlorine analyzer.
- Oct. 19<sup>th</sup> - closing Sunny Cove Camp.
- Oct. 20<sup>th</sup> - cleaned poly pump No. 3.
- Oct. 21<sup>st</sup> - cleaned the soda ash line.
- Oct. 22<sup>nd</sup> - worked on air scour.
- Oct. 24<sup>th</sup> - changed the bearing and Love Joy coupler on clarifier No. 2.
- Oct. 25<sup>th</sup> - worked on air scour.
- Oct. 27<sup>th</sup> - installed a new soda ash poly unit.  
- cleaned the top and bottom tank on the poly unit.  
- cleaned the four (4) check valves on the poly unit.
- Oct. 28<sup>th</sup> - cleaned the soda ash vent on the soda ash line.  
- rebuilt four (4) soda ash pumps.

**8) Water Complaints –**

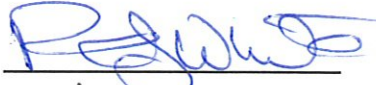

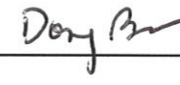

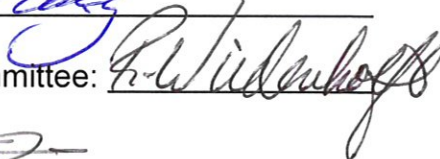

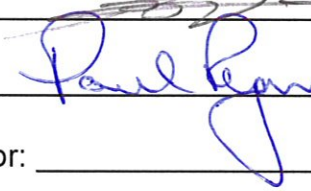
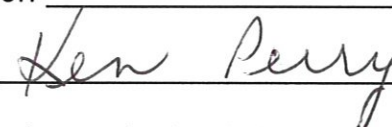
- Poor Pressure – 0 complaint.
- Water quality – 0 complaint.

**9) Other Miscellaneous Information:**

- Oct. 03<sup>rd</sup>      - routine micro sample collection.  
                    - new main samples at Shevlin Woodyard.  
                    - water main repair samples at Mowat Avenue – first set.
- Oct. 04<sup>th</sup>      - new main samples at Shevlin Woodyard – second set.  
                    - water main repair samples at Mowat Avenue – second set.
- Oct. 11<sup>th</sup>      - service repair samples at Leon DeGagne's - first set.  
                    - routine micro sample collection.
- Oct. 12<sup>th</sup>      - Standard of Care course at the Library.
- Oct. 17<sup>th</sup>      - routine micro sample collection.
- Oct. 18<sup>th</sup>      - service repair samples at Leon DeGagne's - second set.  
                    - curb stop repair samples at 1306 Colonization Rd. W. - first set.
- Oct. 19<sup>th</sup>      - curb stop repair samples at 1306 Colonization Rd. W. - second set.
- Oct. 20<sup>th</sup>      - received a load of alum.
- Oct. 24<sup>th</sup>      - routine micro sample collection.
- Oct. 25<sup>th</sup>      - curb stop repair at 315 Sixth St. W. – first set.
- Oct. 26<sup>th</sup>      - curb stop repair at 315 Sixth St. W. – second set.
- Oct. 31<sup>st</sup>      - routine micro sample collection.



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.: 
- Doug Brown, Manager of Operations & Facilities: 
- Mark McCaig, CAO: 
- Rick Wiedenhoef, Chair O & F Exec Committee: 
- Roy Avis, Mayor: 
- Paul Ryan, Councillor: 
- John Albanese, Councillor: \_\_\_\_\_
- Andrew Hallikas, Councillor: \_\_\_\_\_
- Sharon Tibbs, 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 October, 11

Agenda Item # 7.4 ...

Flow Data	October	Units	2009		2010		2011	
			Day of the Month		Day of the Month		Day of the Month	
Total Raw Water	m <sup>3</sup>			184770		178830		186500
Raw Maximum Day	m <sup>3</sup>		Saturday 17th	6240	Sunday 3rd	6410	Saturday 08th	6380
Raw Minimum Day	m <sup>3</sup>		Monday 5th	3680	Monday 18th	5380	Monday 31st	5690
Raw Average Daily Consumption	m <sup>3</sup>			5960		5770		6020
Total Treated Water	m <sup>3</sup>			133390		12690		123010
Treated Water Maximum Day Consumption	m <sup>3</sup>		Thursday 1st	4780	Thursday 7th	4600	Saturday 08th	5000
Treated Water Minimum Day Consumption	m <sup>3</sup>		Monday 5th	3850	Saturday 2nd	3630	Saturday 01st	2880
Treated Water Average Day Consumption	m <sup>3</sup>			4300		4090		3970
Daily Average Per Household Consumption Rate	m <sup>3</sup>			1.14		1.08		1.05
* Daily Average Per Person Consumption Rate	m <sup>3</sup>			0.54		0.51		0.50
Monthly Averages - Operating Parameters WTP:								
FAC Residual - Treated Water	mg/L			2.07		1.99		2.05
Total Chlorine Residual - Treated Water	mg/L			2.32		2.36		2.4
Aluminum Sulphate - Raw Water	mg/L			33		35.0		34.5
Aluminum Sulphate - Treated Water Residual	mg/L			0.07		0.05		0.06
Fluoride - Treated Water	mg/L			0.63		0.62		0.71
Soda Ash - Raw Water	mg/L			33		35		34
PH - Adjusted	mg/L			7.29		7.19		7.29
Temperature	C			10.5		12.2		12.9
Quantity of Chemical Used:	kg							
Aluminum Sulphate	kg			6097.4		6259.1		6434.3
Polyelectrolyte	kg			50		62.5		62.5
Chlorine Gas	kg			772		706		729
Soda Ash - Used for PH Adjustment	kg			5924.8		6080.2		6160.6
Fluoride	kg			572		618		710

\* The Canadian Average is 450 Litres (0.45 m<sup>3</sup>) per day.  
 \* Population is 7986  
 \* Number of Households is 3783

# Agenda Item # 7.4 ...

Town of Fort Frances - Water treatment Plant - Water Works # 220000978  
Monitoring Record  
October 2011

Operating Data		Unit	MAC or Range	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Total	Average
Flow rates																																				
Raw Water	10 <sup>3</sup> M <sup>3</sup>	17	5.74	5.95	5.86	6.10	5.83	6.00	5.99	6.38	6.06	5.80	6.11	6.09	6.07	6.11	5.91	6.08	6.13	6.08	5.99	6.11	6.15	5.98	6.04	5.92	6.06	6.02	6.01	6.00	6.21	6.03	5.69	186.50	6.02	
Peak instantaneous - Raw Water	L/s	n/a	90.04	69.52	69.41	69.31	69.31	69.38	69.23	71.34	71.16	71.16	71.14	71.11	71.18	71.24	71.09	70.97	70.60	70.69	70.71	70.67	70.62	70.46	70.46	70.40	70.40	70.27	70.29	70.20	70.16	70.16	70.06	2202.74	71.06	
Treated Water	10 <sup>3</sup> M <sup>3</sup>	17	2.88	3.62	4.08	4.53	4.65	4.05	4.19	5.00	4.19	3.50	4.21	3.91	4.18	4.20	3.59	3.31	3.84	3.85	4.31	4.33	4.35	3.46	3.79	3.99	3.70	3.64	4.41	4.40	3.85	3.56	3.43	123.01	3.97	
Peak instantaneous - Treated Water	L/s	n/a	61.14	61.98	63.51	101.06	62.71	67.48	114.5	61.83	60.98	62.02	63.09	63.38	64.31	62.8	61.28	61.05	62.9	63.26	63.28	63.39	61.09	61.58	60.98	62.51	63	97.8	63.48	67.5	61.05	60.04	2004.95	66.83		
Backwash Water	10x3 M <sup>3</sup>	n/a	0.476	0.339	0.436	0.471	0.444	0.489	0.451	0.460	0.445	0.466	0.445	0.467	0.402	0.468	0.435	0.477	0.414	0.423	0.500	0.594	0.714	0.535	0.418	0.443	0.482	0.470	0.432	0.747	0.467	0.478	0.452	14.740	0.475	
Fluoride Information																																				
Fluoride Residual - Treated Water	mg/l		0.5 to 0.8	0.69	0.72	0.75	0.69	0.68	0.64	0.68	0.71	0.73	0.71	0.72	0.74	0.72	0.73	0.72	0.69	0.72	0.65	0.64	0.71	0.66	0.72	0.72	0.77	0.69	0.70	0.66	0.69	0.80	0.80	0.79	22.04	0.71
Turbidity Information																																				
Raw Water	NTU	n/a	1.54	1.55	1.37	1.41	1.39	1.39	1.44	1.35	1.42	1.39	1.36	1.40	1.29	1.25	1.29	1.84	1.81	1.82	1.68	1.69	1.61	1.62	1.59	1.65	1.61	1.42	1.98	1.56	1.32	1.41	1.46	46.91	1.51	
Settled Water	NTU	n/a	0.21	0.15	0.19	0.19	0.20	0.18	0.14	0.12	0.13	0.12	0.11	0.11	0.11	0.09	0.08	0.11	0.14	0.13	0.15	0.21	0.17	0.28	0.18	0.34	0.23	0.17	0.16	0.14	0.12	0.11	0.16	4.93	0.16	
Treated Water	NTU	1	0.08	0.06	0.08	0.10	0.10	0.07	0.06	0.07	0.06	0.08	0.06	0.07	0.06	0.04	0.04	0.05	0.09	0.07	0.07	0.09	0.08	0.08	0.08	0.08	0.09	0.08	0.08	0.08	0.09	0.06	0.13	2.33	0.08	
Other Operating Parameters																																				
pH - Treated Water	no units	6.5 to 8.5	7.31	7.31	7.36	7.34	7.43	7.38	7.33	7.28	7.25	7.19	7.24	7.31	7.28	7.25	7.22	7.22	7.30	7.24	7.22	7.39	7.41	7.30	7.29	7.38	7.38	7.45	7.42	7.24	7.14	7.20	7.15	7.00	225.99	7.29
pH - Settled water	no units	n/a	6.06	6.05	6.05	6.06	6.01	6.14	6.06	6.00	6.10	6.05	6.01	6.06	6.04	6.12	6.11	6.20	6.18	6.07	6.01	6.08	6.15	6.01	6.06	6.00	6.03	6.02	6.02	5.96	6.08	6.01	6.06	187.86	6.06	
pH - Raw Water	no units	n/a	7.03	7.05	7.10	7.05	7.13	7.19	7.11	7.15	7.12	7.17	7.10	7.17	7.14	7.12	7.08	7.20	6.99	7.18	7.21	7.26	7.08	7.00	7.02	7.01	7.27	7.07	7.11	7.08	7.12	7.09	7.04	220.46	7.11	
FAC - Treated Water	mg/l	0.2 to 4	2.08	1.89	1.99	2.03	1.92	1.90	2.11	2.10	2.11	2.09	1.99	2.18	2.10	2.01	2.04	1.91	1.85	1.92	2.12	2.14	2.18	2.15	2.08	2.14	2.15	2.18	2.12	2.12	2.08	2.04	1.98	1.92	63.50	2.05
Total Chlorine Residual Treated	mg/l	2.46	2.29	2.38	2.46	2.23	2.23	2.34	2.20	2.25	2.20	2.18	2.36	2.28	2.28	2.20	2.22	2.28	2.27	2.24	2.62	2.70	2.80	2.66	2.56	2.68	2.70	2.72	2.72	2.72	2.72	2.22	2.19	2.17	74.53	2.40
Temperature	C	15	14.0	14.0	14.0	14.0	14.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	15.0	14.0	13.0	12.0	12.0	12.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0	10.0	10.0	10.0	10.0	400.0	12.9	
Fluoride used (Total Daily Consumption)	kg	n/a	28.0	25.0	22.0	23.0	21.0	22.0	20.0	23.0	24.0	23.0	25.0	25.0	24.0	22.0	25.0	24.0	23.0	23.0	23.0	23.0	22.0	22.0	23.0	20.4	22.0	23.0	23.0	23.0	24.0	22.0	19.0	710.0	22.9	
Chlorine used (Total Daily Consumption)	kg	n/a	24.0	23.0	24.0	24.0	22.0	24.0	23.0	25.0	24.0	23.0	25.0	24.0	24.0	24.0	24.0	24.0	24.0	24.0	23.0	24.0	24.0	24.0	23.0	20.3	20.5	20.3	20.6	20.4	20.3	20.4	21.1	193.5	6160.6	196.7
Soda ash (Total Daily Consumption)	kg	n/a	195.2	202.3	199.2	207.4	198.2	204.0	203.7	216.9	206.0	197.2	207.7	207.1	28.0	207.7	200.9	206.7	208.4	206.7	203.7	207.7	209.1	203.3	205.4	201.3	206.0	204.7	204.3	204.0	211.1	205.0	193.5	6160.6	196.7	
Soda Ash - Dosage	mg/l	n/a	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	1054.0	34.0	
Alum residual - (Total Daily Consumption)	kg	n/a	198.0	205.3	202.2	210.5	201.1	207.0	206.7	220.1	209.1	200.1	210.8	210.1	209.4	210.8	203.9	209.8	211.5	209.8	206.7	210.8	212.2	206.3	208.4	204.2	209.1	207.7	207.3	207.0	214.2	208.0	196.3	6434.3	207.6	
Alum residual - Dosage	mg/l	n/a	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	1069.5	34.5	
Alum residual - Treated Water	mg/l	n/a	0.06	0.08	0.07	0.05	0.07	0.06	0.04	0.06	0.07	0.04	0.04	0.05	0.05	0.05	0.04	0.05	0.05	0.08	0.04	0.07	0.08	0.08	0.07	0.07	0.07	0.07	0.06	0.04	0.06	0.05	0.05	0.02	1.79	0.06
Poly bags added (25 kg bags)	kg		0.3									0.5							0.5																62.5	



January 3, 2012

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: November 2011 Drinking Water Systems Monthly Summary Report**

Please find attached the November 2011 Summary Report on the drinking water systems, prepared by Randy White, Senior WTP Operator.

Your Administration recommends that Operations & Facilities Executive Committee accept the November 2011 report as presented.

Respectfully submitted,  
Operations & Facilities Division

Doug Brown, P. Eng.  
Manager of Operations & Facilities

**Council approval of this report will** accept the November 2011 Drinking Water Systems Monthly Summary Report and approve the report prior to it being made available to the general public.

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

RECOMMENDED

11 Council Water Report November 2011.doc

JAN 03 2012  
DIV. MNG.

EXECUTIVE COMM.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Date: Jan 4, 2012

M. McCaig, Administrator

**November, 2011**

**Monthly Summary Report  
Water Systems**

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

**Dated: December 13, 2011**

**1) Introduction -**

This report contains the major maintenance activities and operational events that occurred during the month of November 2011 at the Water Treatment Plant - Water Works # 220000978 and the Airport Groundwater Well Water Works # 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.

**2) Flow Data**

Water Treatment Plant: See attached spreadsheet. No flow data for Airport groundwater well.

**3) Microbiological (Health Related) Water Analysis– Main Water System # 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.

**4) Microbiological (Health Related) Water Analysis– Airport Groundwater Well # 26002736**

No samples taken.

The Airport has signs posted in the men's and women's washroom stating that the water has not been tested or treated for drinking purpose in accordance with the Health Protection and Promotion Act – Section 7 of the Small Drinking Water Systems Regulation, O. Reg. 318/08 (*Amended to Safe Drinking Water Act, 2002 - Section 6 of Ontario Regulation 252/05*). The operators do a visual inspection of the warning notices at a minimum of once per week to ensure that they are legible and comply with Ontario Regulation 318/08, Section 7(5).

5) **Free Available Chlorine Residual (FAC) – Main Water System – # 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 # 26002736**

Signs posted, exempt from testing.

7) **Maintenance Activities at the WTP**

- Nov. 03<sup>rd</sup> - cleaned the four (4) check valves on the poly unit.  
- cleaned the top and bottom tank on the poly unit.
- Nov. 14<sup>th</sup> - worked on Maintenance set up with Travis Robb.
- Nov. 15<sup>th</sup> - worked on low lift # 3.
- Nov. 21<sup>st</sup> - cleaned the soda ash auger.
- Nov. 22<sup>nd</sup> - worked on low lift # 3.  
- cleaned the soda ash line.
- Nov. 24<sup>th</sup> - cleaned the four (4) check valves on the poly unit.
- Nov. 25<sup>th</sup> - cleaned the top and bottom tank on the poly unit.

8) **Water Complaints –**

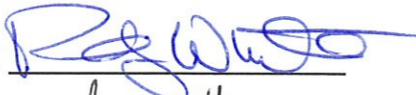



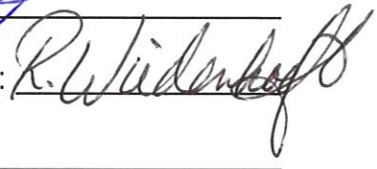

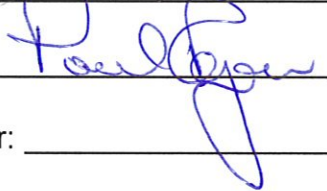
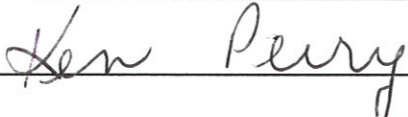
- Poor Pressure – 0 complaint.
- Water quality – 0 complaint.

9) **Other Miscellaneous Information:**

- Nov. 01<sup>st</sup> - worked on monthly report for October 2011
- Nov. 05<sup>th</sup> - took lead samples at Day Care.
- Nov 07<sup>th</sup> - took weekly routine bacti samples.

- Nov. 09<sup>th</sup> - confined space course.
- Nov. 10<sup>th</sup> - confined space course.
- Nov. 14<sup>th</sup> - took weekly routine bacti samples.
- Nov. 15<sup>th</sup> - took Landfill site samples.
- Nov. 16<sup>th</sup> - finished Landfill site samples.
- Nov 22<sup>nd</sup> - took weekly routine bacti samples.  
- service repair samples taken at 708 Church St. - first set.
- Nov. 23<sup>rd</sup> - service repair samples taken at 708 Church St. - second set.
- Nov 28<sup>th</sup> - took weekly routine bacti 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.: 
- Doug Brown, Manager of Operations & Facilities: 
- Mark McCaig, CAO: 
- Rick Wiedenhoef, Chair O & F Exec Committee: 
- Roy Avis, Mayor: 
- Paul Ryan, Councillor: 
- John Albanese, Councillor: \_\_\_\_\_
- Andrew Hallikas, Councillor: \_\_\_\_\_
- Sharon Tibbs, Councillor: \_\_\_\_\_
- Ken Perry, Councillor: 

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

Monthly Report November, 11

Town of Fort Frances - WTP - 220000978  
November 2009/2010 vs. November 2011

Flow and Operating Data

Flow Data	November	Units	2009		2010		2011	
			Day of the Month		Day of the Month		Day of the Month	
Total Raw Water	m <sup>3</sup>			179620		166220		178680
Raw Maximum Day	m <sup>3</sup>		Sunday 1st	6550	Saturday 06th	5790	Friday 11th	6750
Raw Minimum Day	m <sup>3</sup>		Friday 13th	5160	Monday 29th	4940	Friday 04th	5400
Raw Average Daily Consumption	m <sup>3</sup>			5990		5540		5960
Total Treated Water	m <sup>3</sup>			121670		120,71		124300
Treated Water Maximim Day Consumption	m <sup>3</sup>		Thursday 19th	4550	Friday 19th	4400	Friday 11th	4730
Treated Water Minimim Day Consumption	m <sup>3</sup>		Saturday 21st	3630	Monday 29th	3710	Tuesday 01st	3520
Treated Water Average Day Consumption	m <sup>3</sup>			4060		4020		4140
Daily Average Per Household Consumption Rate	m <sup>3</sup>			1,073		1,063		1,094
* Daily Average Per Person Consumption Rate	m <sup>3</sup>			0.508		0.503		0.518
Monthly Averages - Operating Parameters WTP:								
FAC Residual - Treated Water	mg/L			1.92		2.09		2.02
Total Chlorine Residual - Treated Water	mg/L			2.16		2.43		2.41
Aluminum Sulphate - Raw Water	mg/L			33		35		34.5
Aluminum Sulphate - Treated Water Residual	mg/L			0.07		0.05		0.06
Fluoride - Treated Water	mg/L			0.67		0.69		0.7
Soda Ash - Raw Water	mg/L			33		34		34
PH - Adjusted	mg/L			7.18		7.1		7.32
Temperature	C			6.6		6		5.5
Quantity of Chemical Used:								
Aluminum Sulphate	kg			5927.5		5817.7		6164.5
Polyelectrolyte	kg			50		50		62.5
Chlorine Gas	kg			718		611		650
Soda Ash - Used for PH Adjustment	kg			5927.5		6551.5		6075.1
Fluoride	kg			563		582		630

\* The Canadian Average is 450 Litres (0.45 m<sup>3</sup>) per day.

\* Population is 7986

\* Number of Households is 3783

Town of Fort Frances - Water Treatment Plant - Water Works # 220000978  
Monitoring Record  
November 2011

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
Flow rates			or Range																																
Raw Water	10 <sup>3</sup> M <sup>3</sup>	17		5.79	5.96	6.05	5.40	6.15	6.03	5.98	5.91	5.69	5.62	6.75	5.83	6.00	5.91	6.02	5.96	6.04	5.99	6.17	5.95	5.79	6.04	5.95	5.82	6.10	6.01	6.26	5.58	5.91	6.02	178.68	5.96
Peak instantaneous -Raw Water	L/s	n/a		70.06	70.01	69.92	69.86	69.83	69.83	69.76	69.70	91.11	70.24	70.24	70.16	70.22	70.11	70.13	70.11	70.01	70.18	70.11	69.96	69.91	69.88	69.9	69.83	69.81	69.88	69.85	69.89	69.76	69.80	2120.06	70.67
Treated Water	10 <sup>3</sup> M <sup>3</sup>	17		3.52	3.65	4.47	4.37	4.62	4.48	4.59	4.22	4.06	3.76	4.73	3.77	3.99	4.15	4.24	4.23	4.60	4.17	3.91	3.98	4.01	4.02	4.17	3.68	4.30	3.93	4.18	3.98	4.22	4.30	124.30	4.14
Peak instantaneous - Treated Water	L/s	n/a		63.09	63.09	62.24	62.86	63.18	61.52	61.72	64.01		62.77	61.18	61.42	61.05	63.65	63.58	61.97	64.83	62.35	60.62	60.42	62.16	66.6	63.64	62.72	62.69	60.17	61.01	61.58	62.66	1748.73	62.45	
Backwash Water	10 <sup>3</sup> M <sup>3</sup>		n/a	0.475	0.459	0.471	0.472	0.475	0.462	0.469	0.463	0.516	0.435	0.467	0.473	0.397	0.606	0.470	0.480	0.449	0.481	0.464	0.481	0.463	0.482	0.462	0.573	0.524	0.486	0.475	0.484	0.511	14.536	0.485	
Fluoride Information																																			
Fluoride Residual - Treated Water	mg/l		0.5 to 0.8	0.67	0.69	0.74	0.74	0.71	0.74	0.78	0.68	0.74	0.72	0.75	0.70	0.69	0.07	0.69	0.67	0.79	0.78	0.77	0.78	0.68	0.71	0.78	0.77	0.72	0.70	0.70	0.79	0.62	0.67	21.04	0.70
Turbidity Information																																			
Raw Water	NTU	n/a		1.49	1.40	1.36	1.42	1.49	1.44	1.54	1.53	1.51	1.54	1.66	1.61	1.49	1.56	1.45	1.39	1.35	1.42	1.30	1.25	1.34	1.23	1.20	1.22	1.17	2.11	1.06	1.14	1.10	1.14	41.91	1.40
Settled Water	NTU	n/a		0.14	0.14	0.10	0.09	0.09	0.15	0.18	0.21	0.17	0.19	0.13	0.19	0.17	0.15	0.12	0.12	0.13	0.12	0.11	0.16	0.17	0.15	0.15	0.15	0.12	0.11	0.28	0.26	0.19	4.58	0.15	
Treated Water	NTU	1		0.08	0.08	0.08	0.05	0.04	0.05	0.07	0.08	0.08	0.08	0.07	0.07	0.08	0.08	0.07	0.06	0.07	0.05	0.04	0.06	0.08	0.06	0.06	0.06	0.04	0.04	0.04	0.06	0.05	0.05	1.88	0.06
Other Operating Parameters																																			
pH - Treated Water	no units		6.5 to 8.5	7.17	7.19	7.38	7.26	7.22	7.26	7.15	7.24	7.37	7.3	7.40	7.37	7.43	7.45	7.39	7.29	7.15	7.20	7.17	7.20	7.39	7.24	7.37	7.42	7.45	7.44	7.39	7.36	7.45	7.49	219.59	7.32
pH - Settled water	no units	n/a		5.96	5.96	6.02	5.96	6.01	6.04	5.97	5.99	6.00	5.98	5.91	5.96	5.99	6.03	6.01	6.05	6.00	6.01	5.98	5.97	6.14	6.04	5.99	6.00	6.11	6.02	6.04	5.96	5.96	6.01	180.05	6.00
pH - Raw Water	no units	n/a		7.07	7.10	7.10	7.11	7.18	7.21	7.03	7.04	7.07	7.01	7.14	7.19	7.08	7.03	7.10	7.07	7.10	7.17	7.12	7.11	7.02	7.09	7.07	7.02	7.12	7.17	7.19	7.03	7.00	7.15	212.87	7.10
FAC - Treated Water	mg/l	0.2 to 4		2.10	2.14	2.21	2.06	2.02	2.00	2.09	2.05	2.06	2.09	2.08	2.05	2.03	2.08	2.00	1.96	1.99	1.96	1.92	1.68	1.69	2.00	2.04	2.05	2.01	2.02	2.08	2.01	2.06	2.05	60.56	2.02
Total Chlorine Residual Treated	mg/l	0.3 to 7		2.56	2.70	2.84	2.34	2.29	2.26	2.74	2.72	2.74	2.7	2.60	2.30	2.38	2.66	2.20	2.19	2.20	2.18	2.15	1.99	2.01	2.38	2.46	2.49	2.44	2.31	2.35	2.38	2.45	2.43	72.44	2.41
Temperature	C	15		9.0	9.0	9.0	8.0	8.0	8.0	8.0	8.0	7.0	6.0	6.0	6.0	6.0	6.0	5.0	5.0	5.0	5.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	2.0	164.0	5.5	
Fluoride used (Total Daily Consumption)	kg	n/a		20.0	19.0	24.0	24.0	25.0	24.0	23.0	23.0	24.0	22.0	24.0	20.0	20.0	19.0	19.0	19.0	17.0	19.0	18.0	18.0	22.0	23.0	21.0	22.0	20.0	21.0	20.0	20.0	21.0	630.0	21.0	
Chlorine used (Total Daily Consumption)	kg	n/a		23.0	23.0	23.0	22.0	23.0	22.0	23.0	22.0	22.0	20.0	25.0	21.0	22.0	22.0	22.0	22.0	22.0	21.0	21.0	21.0	22.0	21.0	21.0	20.0	21.0	21.0	20.0	20.0	21.0	650.0	21.7	
Soda ash (Total Daily Consumption)	kg	n/a		196.9	202.6	205.7	183.6	209.1	205.0	203.3	200.9	193.5	191.1	122.9	198.2	204.0	200.9	204.7	202.6	205.4	203.7	209.8	202.3	196.9	205.4	202.3	197.9	207.4	204.3	212.8	189.7	200.9	204.7	6075.1	202.5
Soda Ash - Dosage	mg/l	n/a		34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	34.0	6164.5	205.5
Alum residual - (Total Daily Consumption)	kg	n/a		199.8	205.6	208.7	186.3	212.2	208.0	206.3	203.9	196.3	193.9	232.9	201.1	207.0	203.9	207.7	205.6	208.4	206.7	212.9	205.3	199.8	208.4	205.3	200.8	210.5	207.3	216.0	192.5	203.9	207.7	6164.5	205.5
Alum residual - Dosage	mg/l	n/a		34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	34.5	1035.0	34.5
Alum residual - Treated Water	mg/l	0.1		0.05	0.04	0.07	0.04	0.04	0.06	0.06	0.05	0.07	0.08	0.07	0.03	0.05	0.06	0.05	0.06	0.05	0.06	0.05	0.04	0.05	0.07	0.08	0.08	0.06	0.06	0.06	0.09	0.09	0.08	1.83	0.06
Poly bags added (25 kg bags )	kg						0.5				0.5				0.5		0.06	0.05	0.06	0.05	0.06	0.05	0.04	0.5									0.5	62.5	



January 3, 2012

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: Fort Frances Airport – Adjustment to Aviation Fuel Pump Prices**

Further to the report dated June 26<sup>th</sup>, 2006 regarding the procedure on how aviation fuel pump prices are monitored and adjusted, please find attached the quarter survey of the pump prices of aviation fuel from surrounding Airports. Tom Batiuk, Airport Supervisor is recommending not adjusting the mark-ups on the aviation fuel and that the mark-ups remain the same as established for the last quarter of 2011. However, Tom is of the opinion that in the future the Town should try to be more in-line with International Falls Airport fuel prices as this is our nearest competition for the sell of aviation fuels due to the return of clearing Canadian Customs at the Town's Airport this spring. The difference in the currency will also have an impact on which side of the border a pilot will fill-up as result of clearing customs.

It is recommended by Administration that the present 33.0% mark-up above the Town's cost be used in establishing the pump prices for 100LL and 32.0% mark-up above the Town's costs Jet A-1 remain the same for the 1<sup>st</sup> quarter of 2012.

Respectfully submitted,  
Operations & Facilities Division

Doug Brown, P. Eng.  
Operations & Facilities Manager

**Council approval of this report will** ensure that a 33.0% mark-up above the Town's cost is used in establishing the pump prices for 100LL and 32.0% mark-up above the Town's costs Jet A-1 for the next quarter.

2012Janaviationfuel

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

*Jan 4, 2012*  
Date:

*Mark McCaig*  
M. McCaig, Administrator

RECOMMENDED

JAN 03 2012

DIV. MNG.

*Doug Brown*

EXECUTIVE COMM.

*R. Widdows*

Aviation Fuel Survey - HST Included												
Airport	Sept. 10		Jan. 11		Apr. 11		July. 11		Oct. 11		Increase Markup	Decrease Markup
	100LL	Jet A-1	100LL	Jet A-1	100LL	Jet-A-1	100LL	Jet-A-1	100LL	Jet-A-1		
Dryden - 221-8032 (Esso)	\$1.84	\$1.51	\$1.90	\$1.63	\$2.06	\$1.83	\$2.18	\$1.83	\$2.25	\$1.85		
Kenora - 548-9907 (Shell)	\$1.85	\$1.61	\$1.95	\$1.65	\$2.16	\$1.88	\$2.23	\$1.89	\$2.16	\$1.84		
Sioux Lookout - 737-3594							\$2.02	\$1.75	\$2.03	\$1.73		
Red Lake - 662-1177 (Shell)							\$2.01	\$1.83	\$2.08	\$1.79		
Average Price	\$1.77	\$1.51	\$1.93	\$1.64	\$2.11	\$1.86	\$2.11	\$1.83	\$2.13	\$1.80		
Fort Frances	\$1.67	\$1.57	\$1.77	\$1.57	\$2.29	\$1.82	\$2.06	\$1.84	\$2.18	\$1.88		
Adjusted Price Tax Included	\$1.77	\$1.51	\$1.85	\$1.57	\$2.11	\$1.85	\$2.11	\$1.82	\$2.13	\$1.80		
Mark-up	35.50%	34.00%	32.50%	30.00%	22.00%	32.50%	29.00%	36.00%	33.00%	32.00%		
Purchase Price (Hst included)	\$1.3059	\$1.1316	\$1.4027	\$1.2141	\$1.7317	\$1.4010	\$1.6353	\$1.3396	\$1.6036	\$1.3602		

Aviation Fuel Survey - HST Included

Airport	Oct. 11		January-12					
	100LL	Jet-A-1	100LL	Jet-A-1	100LL	Jet-A-1	100LL	Jet-A-1
	Sept 30, 2011							
Dryden - 221-8032 (Esso)	\$2.25	\$1.85	\$2.23	\$1.83				
Kenora - 548-9907 (Shell)	\$2.16	\$1.84	\$2.14	\$1.88				
Sioux Lookout - 737-3594	\$2.03	\$1.73	\$2.05	\$1.75				
Red Lake - 662-1177 (Shell)	\$2.08	\$1.79						
International Falls Einarson Flying Svc 218-283-4461 CAN\$ & CAN			\$2.01	\$1.92				
Average Price	\$2.13	\$1.80	\$2.11	\$1.85				
Fort Frances	\$2.18	\$1.88	\$2.12	\$1.81				
Adjusted Price Tax Included	\$2.13	\$1.80						
Mark-up	33.00%	32.00%	33.00%	32.00%				
Purchase Price (Hst included)	\$1.6036	\$1.3602	\$1.4239	\$1.2000				

Increase Markup Decrease Markup

Jan 30/11  
won't need  
to purchase  
fuel until 11

March/12.

Then way

lost quote

Purchase price

January 4, 2012

Report To: Mayor & Council

From: Doug Brown, Manager of Operations & Facilities

**SUBJECT: In-Kind Services Assistance to the Rainy River Arts Collective - Snow Sculpture Project**

Lindsay Joy Hamilton of the Rainy River Arts Collective attended two (2) Operations & Facilities Executive Committee meetings held on December 14<sup>th</sup>, 2011 and January 4<sup>th</sup>, 2012 to explain the Snow Sculpture Project and to determine the exact in-kind services requested from the Town. After the December 14<sup>th</sup>, 2011 meeting, the Operations & Facilities Executive Committee was of the opinion that private contractor assistance is a must to ensure that a successful project would be sustainable and the Town to assist with the project only once the Rainy River Arts Collective approached and secured some of the private contractors and suppliers to assist in the event.

On January 4<sup>th</sup>, 2012 Lindsay provide an update (see attached emails) on the Snow Sculpture Project in regards to assistance from private contractors and suppliers. In summary to date the following assistance from the private sector has been secured;

- 1) North America Lumber and Lowes have donated building materials to construct 6 to 8 snow sculpture molds.
- 2) Daryl's Custom Landscapes and Tom Veert Contracting will assist in hauling and placing the snow.
- 3) Several building contractors will build the snow sculpture molds.
- 4) The Rainy River Arts Collective will store the snow sculpture molds on private property thus no longer a need for the Town to store these materials.

Please find attached a spreadsheet outlining the hourly costs to load, haul and place clean snow from either the Airport property or an alternative property within the community.

As a result of this private sector support for the Snow Sculpture Project, the Operations & Facilities Executive is recommending the Town of Fort France partner with the Rainy River Arts Collective on the project in the following matter;

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Date:

*Jan 4 2011*  
*M. McCaig*  
M. McCaig, Administrator

- 1) Utilize the Airport loader c/w snow blower attachment at the Airport to load clean snow from the Airport property into either a private or Town owned trucks.
- 2) To assist with the transportation of clean snow from the Airport property to all 6 snow sculpture sites (1 – private and 5 public).
- 3) Allow 5 snow sculptures to be placed on the following Town owned properties; 2 at the Sorting Gap Marina ramp parking lots, 1 – Town Hall (Civic Center), 1- Water Treatment Plant property, 1- Old Library property and 1- Memorial Sport Center / new Library or Lion's Club park.
- 4) If the private sector contractor equipment cannot blow snow into the molds, the Public Works loader c/w snow blower attachment will assist.
- 5) That all in-kind services provided by the Operations & Facilities Division will be charged to the Council's public relation account. Where it is estimated that these in-kind services will cost approximately \$2,666.25

Respectfully submitted,  
Operations & Facilities Division

*Doug Brown P. Eng*

Doug Brown, P. Eng.  
Operations & Facilities Manager

RECOMMENDED

JAN 04 2012

DIV. MNG.

*Doug*

EXECUTIVE COMM.

*R. Widenhoeff*

**Council approval of this report will approve** the Town of Fort Frances partner with the Rainy River Arts Collective on the project in the following matter;

- 1) Utilize the Airport loader c/w snow blower attachment at the Airport to load clean snow from the Airport property into either private or Town owned trucks.
- 2) To assist with the transportation of clean snow from the Airport property to all 6 snow sculpture sites (1 – private and 5 public).
- 3) Allow 5 snow sculptures to be placed on the following Town owned properties; 2 at the Sorting Gap Marina ramp parking lots, 1 – Town Hall (Civic Center), 1- Water Treatment Plant property, 1- Old Library property and 1- Memorial Sport Center / new Library or Lion's Club park.
- 4) If the private sector contractor equipment cannot blow snow into the molds, the Public Works loader c/w snow blower attachment will assist.
- 5) That all in-kind services provided by the Operations & Facilities Division will be charged to the Council's public relation account. Where it is estimated that these in-kind services will cost approximately \$2,666.25

2012Janaviationfuel



Lindsay Joy Hamilton  
<lindsay@lindsayjoyhamilton.  
com>  
Sent by:  
lindsayjoyful@gmail.com

To dbrown@fort-frances.com  
cc  
bcc  
Subject Re: Rainy River Arts Collective - Snow Sculpture Project

01/02/2012 12:06 PM

Dear Mr. Brown,

We have been busy seeking support for our Winter Sculpture Garden and we've come up with all the requirements to make this project come to fruition. We have 5 people willing to construct boxes (1-2 each), we have 2 contractors who have committed to filling the boxes with snow for us, and ALL of the materials have been donated by North American Lumber and Lowe's!

There are a few more people we contacted asking to participate/sponsor the project, but have yet to hear from them as they hadn't had a business meeting over the holidays and have yet to conduct one this week. Regardless of those few, we have enough people as it stands now to fully develop and execute this project, with little pressure on the town.

We can discuss the logistics in the meeting this week. Jan.3rd is the Community Service meeting and then I meet with O/F on Jan 4th. Would you mind refreshing my memory as to where and when we meet for those meetings?

Thank you so very much for your support. I'll be seeing you soon

**Be Well,**

**Lindsay Joy Hamilton**

**[www.lindsayjoyhamilton.com](http://www.lindsayjoyhamilton.com)**

**[www.littlebeaverculturalcentre.com](http://www.littlebeaverculturalcentre.com)**

**807.275.7680**

**807.274.8782**



Lindsay Joy Hamilton  
<lindsay@lindsayjoyhamilton.  
com>

Sent by:  
lindsayjoyful@gmail.com

12/19/2011 03:56 PM

To dbrown@fort-frances.com

cc

bcc

Subject Re: Rainy River Arts Collective - Snow Sculpture Project

Dear Mr. Brown,

Great news is coming in about the Winter Sculpture garden. We have confirmed North American Lumber is donating wood to construct 4 boxes and we are waiting to hear back from our contractors. It looks like there is a lot of support and I am sure we will be hearing from others shortly. I thought I would keep you updated in regards to that.

You will be hearing from my again shortly.

Best Holiday wishes

Be Well,

**Lindsay Joy Hamilton**

[www.lindsayjoyhamilton.com](http://www.lindsayjoyhamilton.com)

[www.littlebeaverculturalcentre.com](http://www.littlebeaverculturalcentre.com)

807.275.7680

807.274.8782

January 3rd, 2012 - Cost per hour to haul and place snow in sculpture mold

	Snow not from Airport Property Cost per hour	Snow from Airport Property
1- Loader	\$89.06	
1- Loader with snow blower attachment	\$122.34	\$122.34
2 - Tandem trucks	\$233.16	\$233.16
Total	\$444.56	\$355.50

Size of Mold  
8 feet by 8 feet by 8 feet      512 cubic feet  
18.9 cubic yards

Assume 4 tandem trucks per mold

from Airport to mold site 2 trips 1.5 hours

thus 2 mold sites or 3 hours	\$1,333.68	\$1,066.50
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Agenda Item # 7.8 ...

**TOWN OF FORT FRANCES**  
**ADMINISTRATION & FINANCE DIVISION**  
**TREASURY REPORT 2012/03**

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** January 4, 2012  
**SUBJECT:** POA Write-Off Request

---

**BACKGROUND**

The attached Provincial Offences Act Collection/Write-Off Policy No. 1.13 provides guidelines for write-off of items deemed uncollectable when all appropriate collection steps as per policy have been exhausted and the fine has been in default for six (6) years. As stated in the policy, fines are written off for accounting purposes only and do not absolve a convicted offender from the requirement to pay a fine as debts to the Crown are owed in perpetuity and are never forgiven.

The Annual Write-off report, which included all records up to October 31, 2011 for 2006 convictions, was presented to the Municipal Partners for perusal on November 7<sup>th</sup>, 2011. The final write-off total as at December 28, 2011 and in the amount of \$137,939.96 is now being brought forward to Mayor & Council for approval.

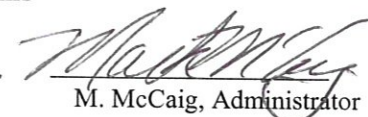
**RECOMMENDATION**

The Administration & Finance Executive Committee recommend approval to write-off 2006 POA accounts receivable in the amount of \$137,939.96 as per Provincial Offences Act Collection/Write-Off Policy No. 1.13.

Council Approval of This Report Will Agree to the recommendation of the Administration and Finance Executive Committee to approve the write-off of 2006 POA accounts receivable in the amount of \$137,939.96.

- ☐ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Date:

Jan 4, 2012.   
M. McCaig, Administrator

Fort Frances Court Services  
2011  
Annual Write-Off Report Form  
Including all records to December 28, 2011

<u>Write-Off Category</u>	<u># Records</u>	<u>\$ Value</u>
2006 Convictions	492	\$137,339.98
Underpayments (\$25.00 or less)	53	\$ 509.98
Deceased Persons	1	\$ 90.00
Signed Affidavit	0	
Default Company	0	
Unable to Enforce	0	
<u>Total</u>	546	\$ 137,939.96

\*All above Convictions have proceeded through internal and external collections.

<i>The Town of Fort Frances</i>	SECTION
<u>PROVINCIAL OFFENCES ACT</u> <u>COLLECTION / WRITE-OFF</u>	ADMINISTRATION AND FINANCE
<u>POLICY</u>	NEW: November 2008 REVISED:
Resolution No. 381 (consent) 11/08	Supercedes Resolution No.
Policy Number 1.13	PAGE 1 of 6

## 1. POLICY STATEMENT

To establish a policy for a responsible, systematic and efficient collection of *Provincial Offences Act* fines, Part I, II and III, hereafter referred to as POA. This policy also establishes guidelines for write off of items deemed not collectible.

## 2. PURPOSE

To ensure that POA fines are collected in a timely and effective manner and to ensure that the Town of Fort Frances maintains the foremost integrity during all stages of the collection process.

## 3. EFFECTIVE DATE

This policy comes into effect on November 10, 2008.

## 4. COLLECTION ADMINISTRATION OF POA FINES

In September 2000, The Town of Fort Frances, hereafter referred to as the Town, assumed responsibility for the administration and collection of POA fines previously handled by the Ministry of Attorney General. The Treasury and POA departments of the Administration and Finance Division manage the processing of payments of current and defaulted fines and the administration and collection of defaulted fines.

### Internal Collection Efforts

As per the *Provincial Offences Act*, the payment of a fine is in default if any part of it is due and unpaid for fifteen days or more.

Once a conviction is registered, follow up notices of fine and due date are mailed by a contracted company retained by all POA offices in Ontario.

Final Notices are issued from weekly preliminary enforcement reports from the Integrated Courts Offences Network (ICON), requesting payment within 7 days of the date of letter. (See Schedule "A" attached.)

On or about the first week of each month, the Town receives a file from the Ministry of the Attorney General, listing new defaulted fines that remain outstanding for more than 91 days. Once the 7 day final notice has expired, the overdue accounts from the Ministry of the Attorney General file are sent to a third party collection agency for collection.

## **External Collection Efforts**

### **Collection Agencies**

A collection agency is a third party organization engaged by the Town for the collection of defaulted POA fines.

The collection agency utilizes various collection techniques and tools to locate debtors and obtain payment of the debt. The collection agency may also place trade lines on the debtors, which may affect their credit rating. Defaulted accounts may be recalled back to the Town for write off authorization.

Collection agencies charge a percentage commission fee on the amount collected on behalf of the Town. In November 2007, by By-Law No. 57/07, the Council of the Town authorized the establishment of a collection agency recovery fee by recovering those fees directly from the debtors, with Ministry of Attorney General approval received February 25, 2008.

### **Other Collection Methods**

Collection activities may also include:

- Notifying the Credit Bureau of the debt, which may affect the debtor's credit rating;
- Suspension of driver's license and imposition of a license reinstatement fee, currently \$150.00;
- A lien registered against debtor's real property;
- Notifying financial institution to deduct amount owing from debtor's accounts (including RRSP funds), and forwarding to the Town;
- Garnishment of debtor's wages.

## **5. METHOD OF PAYMENT**

POA fines are payable in person, drop box, mail or by phone (credit card) at the Civic Centre, Fort Frances or in person or by mail to any POA Office in Ontario. Payment will be in the form of cash, cheque, money order, debit card, or credit card. No post-dated cheques will be accepted.

Debtors have the right to apply to the court for an extension of time for the payment of fines.

Returned payments will be subject to an additional fee as prescribed by the Town's most current Schedule of Fees By-Law.

## **6. FINES DEEMED UNCOLLECTABLE**

An outstanding POA fine that is deemed uncollectable will be recommended to the POA District Municipal Area Partners and Town Council, for ceasing collection efforts and removing from the ICON system, with the exception of items as noted in Section 7. A POA fine is deemed uncollectable when all appropriate collection steps as per policy have been exhausted and the fine has been in default for six (6) years, except as noted under Section 7.

## **7. WRITE-OFF OF POA ACCOUNTS RECEIVABLE**

Fines may be written-off for accounting purposes only and do not absolve a convicted offender from the requirement to pay a fine as debts to the Crown are owed in perpetuity and are never forgiven.

Accounts Receivable will be reviewed semi-annually, April and October, to identify potential write-offs and annually, no later than October 15<sup>th</sup> and prior to annual POA District Municipal Area Partners meeting, to identify accounts deemed uncollectable and to be recommended for write-off.

Once an account has been identified as a potential write-off, the corresponding ticket is pulled and the applicable write-off code will be assigned to the offence in the ICON system. (See Schedule B) After proper authorization, the final write-off code will be assigned and will be purged from the ICON system twice yearly,

### **Account Write-Offs Without Partners/Council Approval**

Minor underpayments (small balances/administrative fees) no greater than \$25.00, may be removed from the ICON system prior to the six-year minimum default, with approval from the POA Co-ordinator and Town Treasurer or designate.

A deceased person's fine may be written-off prior to the six-year minimum default, with satisfactory proof of death i.e.

1. Funeral directors death certificate; or
2. Government issued death certificate; or
3. Notification from MTO/enforcement agency of death; or
4. Copy of newspaper obituary, and

with approval from the POA Co-ordinator and Town Treasurer or designate.

### **Reinstating Written-Off Accounts**

Collection of written-off accounts may be resumed when conditions change, as fines imposed by POA Courts are debts owed to the Crown and therefore are not subject to the *Limitations Act*.

### ***Agenda Item # 7.8 ...***

Where the Town has written off POA accounts receivable and any portion of those accounts receivable are subsequently paid, the requirements of the POA Transfer Agreements and the *Provincial Offences Act*, including requirements with respect to the remittance of certain funds to the Province of Ontario upon collection, continue to apply.

Where the Town has written off POA accounts receivable and the related case(s) have been purged from ICON and any portion of those accounts receivable are subsequently paid, the case(s) related to the payment received must be re-entered into ICON and the payment must be recorded as revenue, with supporting documents, and distributed in accordance with the Memorandum of Understanding.

#### **Record Keeping and Reporting of Written-Off Accounts**

The Town will support write-off recommendations with the following documentation:

- Copy of original Certificate of Offence or Part III information;
- Record of additional costs and fees included in the outstanding amount;
- Documentation as to all collection activities undertaken; and
- Reason the write-off is recommended.

The Town will retain adequate records after an account is written-off in order to support the possible future reinstatement of collection efforts.

On an annual basis, the Town will provide the POA Unit of the Ministry of the Attorney General with information regarding the total value of all fines deemed uncollectable and written-off during the previous municipal fiscal year as part of the Annual Performance & Progress Report to be submitted no later than June 30<sup>th</sup> of each year.

**SCHEDULE "A"**

Collections Unit

Date

FINAL NOTICE

Offence #

Debtor Name & Address

Our records indicate that you have been convicted of a Provincial Offence and there is an outstanding balance regarding that offence, to the Provincial Offences office in the amount of \$ .

If we do not receive payment of the full amount outstanding within **7 days** of this letter, further legal action may commence against you without any further notice. Such action may include:

- Informing the Credit Bureau of the debt which may affect your credit rating;
- Suspension of your driver's license and the imposition of a license reinstatement fee of \$150.00;
- Registering a lien against your real property;
- Requiring your bank or other financial institution to deduct, from your accounts (including RRSP funds), the money owing and forwarding it to the Provincial Offences Office;
- Requiring your employer to deduct the amount owing from your wages and sending it to the Provincial Offences Office.

**PLEASE BE FURTHER ADVISED THAT THIS MATTER WILL BE FORWARDED TO OUR COLLECTION AGENCY ON THE EXPIRATION DATE OF THIS NOTICE, WITHOUT FURTHER WARNING. IN ADDITION, COST OF COLLECTION AT THE RATE OF 15.85 PERCENT WILL BE ADDED TO THE OUTSTANDING AMOUNT.**

**HOW TO PAY:**

Credit Card: Visa or MasterCard over the phone.

In Person: at any Provincial Offences Office by cheque, money order, credit card, debit card or cash.

By Mail: Personal cheque, money order or credit card information and the amount you authorize, to the above address.

- Do not send a post-dated cheque.
- Please write the offence number on the front of the cheque/money-order.
- Payments sent by mail assume the consequences if, for any reason, the payment is not received in our Court Office by the due date.

You have the right to apply to the court for an extension of time for payment of this fine.

Please do not hesitate to contact the Collections Unit between 8:30 – 4:30 p.m. CST at (807) 274-1676, if you have any questions.

Provincial Offences Office Collections Unit

**SCHEDULE "B"**

<b>ICON Codes</b>	<b>Write-Off Category</b>	<b>Write-Off Criteria</b>
PW	POA Write-off Deemed Uncollectible	Applies to aged cases over 6 years past due once all reasonable collection efforts have been exhausted and the case is deemed uncollectible.
UP	Under Payment (small balances/administrative fees)	Case balance of \$25.00 or less
DP	Deceased Person	Requires satisfactory proof of death and is not applicable when case is secured by a Writ of Seizure and Sale
SA	Signed Affidavit	Requires statutory declaration by the offender as to payment and payment details
CD	Company in Default (Bankrupt, Dissolved, Inactive)	Requires proof by: Articles of Dissolution or Notice of Bankruptcy or Ministry notification that the corporation is inactive/cancelled.
PW	POA Write-off Unable to Enforce	Requires satisfactory proof that the case is unenforceable i.e. when the charging document does not contain a date of birth or address; or when the offender is not a legal entity; or cases where the charging document cannot be located for enforcement.
CW	Final Write-off Code (Approval obtained)	CW code indicates that appropriate approval from POA Co-Coordinator and Treasurer (where applicable) and POA Partners and Town Council (where applicable) has been obtained



*Agenda Item # 7.9 ...*

**TOWN OF FORT FRANCES**  
**ADMINISTRATION & FINANCE DIVISION**  
**TREASURY REPORT 2012/02**

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** January 4, 2012  
**SUBJECT:** Uncollectable Accounts Receivable  
(1) Customer # 10645  
(2) Customer # 10637  
(3) Customer # 10555  
(4) Customer # 4587  
(5) Customer # 4564

---

**BACKGROUND**

Attached are the summaries for Accounts Receivable for Customer #10645 (\$165.47), #10637 (\$124.99), # 10555 (\$128.63), #4587 (\$80.94) and # 4564 (\$139.50) outlining the account history and collection attempts.

These accounts have exhausted our collection efforts and therefore request consideration to write these accounts off as bad debt expense in the amount of \$639.53 inclusive of interest/penalty for December 31, 2011 year end.

**RECOMMENDATION**

That the Administration & Finance Executive Committee recommendation is that Council approves the write off of Customers #10645, #10637, #10555, #4587, and #4564 balances owing in the total amount of \$639.53 as of December 31, 2011 as uncollectible.

The Administration & Finance Executive Committee also recommends that the Community Services Division develop a policy to deal with the matter of willful damage at the Memorial Sports Centre.

Council Approval of This Report Will Agree to the recommendation of the Administration & Finance Executive Committee to approve the write off of uncollectable accounts receivable in the amount of \$639.53 as of December 31, 2011 as listed in this report. Further that the Community Services division be directed to develop a policy to deal with the matter of willful damage at the Memorial Sports Centre.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Uncollectable Accounts Receivable re:

Date:

*M. McCaig*  
M. McCaig, Administrator

Page 44 of 75



## MEMORANDUM

Date: January 4, 2012  
To: Laurie Witherspoon, Treasurer, CMO  
From: Heather Hatch, Interim Tax Administrator  
RE: **Doubtful Accounts**

---

Requesting approval to write off the following accounts:

1. Daniel & Elizabeth MacDonald (A/R Customer #10645) - \$165.47 outstanding:
  - a. Original Invoice #12211 (\$146.28) issued June 7, 2010 for Daycare services for \$146.28
  - b. Nothing paid, therefore sent to Collection Agency October 2010
  - c. Nothing collected through the Collection Agency
  - d. Collection Agency has suspended the account as their threshold for Small Claims court is \$400.00
2. Carla Smith (A/R Customer #10637) - \$124.99 outstanding:
  - a. Original Invoice #12362 (\$104.19) issued July 12, 2010 for Private Home Daycare services
  - b. Nothing paid, therefore sent to Collection Agency January 2011
  - c. Nothing collected through Collection Agency
  - d. Collection Agency has suspended the account as their threshold for Small Claims court is \$400.00

3. Cheryl and Chris Maki (Customer #10555) - \$128.63 outstanding:
  - a. Original Invoice #12688 (\$602.09) issued Sept. 13, 2010 for Daycare services
  - b. Payments made:
    1. April 19, 2011 - \$180.21
    2. May 3, 2011 - \$200.00
    3. May 18, 2011 - \$150.00
  - c. Nothing further paid, sent to Collection Agency October 2011
  - d. Nothing collected through Collection Agency
4. Vanessa Copenace (Customer #4587) - \$80.94 outstanding:
  - a. Original Invoice #13226 (\$70.38) issued December 16, 2010 for dog impound fees
  - b. Nothing paid on account, sent to Collections May 26, 2011
  - c. Nothing collected through Collection Agency
5. Mike Carnevale (Customer #4564) - \$139.50 outstanding:
  - a. Original Invoice #12821 (\$120.00) issued October 6, 2010 for camping fees
  - b. Nothing paid on account – customer lives in Beaverton, ON
  - c. Sent to Collection Agency May 9, 2011
  - d. Nothing collected through Collection Agency

If there are any questions, please let me know.



**TOWN OF FORT FRANCES**  
**ADMINISTRATION & FINANCE DIVISION**  
**TREASURY REPORT 2012/01**

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** January 4, 2012  
**SUBJECT:** Interim Tax Levy for 2012

---

**BACKGROUND**

Section 317 of the *Municipal Act* authorizes the municipality to pass a by-law to provide for an interim tax levy. The levy cannot exceed 50% of the total amount of taxes for municipal and school purposes levied on the property for the previous year, however does provide the authority to make adjustments if the amount that would be raised is extreme for any reason.

It is in the best interest of the municipality to begin the collection of taxes each year in a timely manner in order to reduce borrowing costs. The traditional due dates for interim taxes are the last working day in February and the last working day in March.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends to Council that a by-law be passed to authorize an interim tax levy in accordance with the *Municipal Act* and that the due dates be set for February 29, 2012 and March 30, 2012.

Council Approval of This Report Will authorize that the Interim Tax Levy By-Law for 2012 be brought forth.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Jan 4 2012   
Interim Tax Levy for 2012, Administrator

BY-LAW NO. /12

(Being a by-law to provide for an interim tax levy in the year 2012 and to provide for penalty and interest to be charged on the unpaid balance for late payment of said interim taxes, all as provided for in the *Municipal Act, 2001*, (the "Act"), S.O. 2001, Chapter 25, Sections 307, 317, and 345.)

WHEREAS Section 317 (1) of the Act, as amended, provides that the Council of a local municipality, before the adoption of the estimates for the year, may pass a by-law to levy amounts on the assessment of property in the local municipality rateable for local municipal purposes;

AND WHEREAS in Section 317 (3), paragraph 1, the amount levied shall not exceed the prescribed percentage, or 50 per cent of the total amount of taxes for municipal and school purposes levied on the property for the previous year;

AND WHEREAS Section 317 (9) provides an exception that Council has the authority to adjust the interim taxes levied on particular properties if they are of the opinion that the interim tax levy on those particular properties is too high or too low in comparison to the estimate of the current year total taxes on those properties;

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

1. That before the adoption of the estimates for 2012, there shall be levied by taxation in the Town of Fort Frances an adjusted annualized property tax as provided for in the *Municipal Act, 2001*, Section 317.

2. That the Interim taxes levied under this By-Law shall be payable in 2 instalments, the first being fifty (50)% of the total taxes levied and the second being the remaining balance of said taxes with due dates for payment as follows:

First Instalment: February 29, 2012

Second Instalment: March 30, 2012

3. That pursuant to Section 345 there shall be imposed on the first day of default a penalty of one and one-quarter (1¼) per cent on each instalment of taxes payable as herein provided or part thereof remaining unpaid after the same shall become due and payable.

4. That pursuant to Section 345 there shall be imposed interest of one and one-quarter (1¼) per cent on each instalment of taxes payable as herein provided or part thereof remaining unpaid after the first day of default on the first day of each calendar month in which default continues until the 31<sup>st</sup> day of December 2012.

5. That the Treasurer, not later than twenty-one (21) days prior to the date that the first instalment is due shall mail or cause to be mailed to the address of the residence or place of business of each person taxed, a tax notice setting out the amount of each instalment, the date by which it is to be paid and the penalty charge imposed for late payment.

6. That all taxes shall be paid to the Corporation of the Town of Fort Frances.

7. That the Treasurer is hereby empowered to accept part payment from time to time on account of any taxes due.

This by-law shall come into force and take effect on the final passing thereof.

READ THREE TIMES and finally passed in open Council this 9<sup>th</sup> day of January 2012.

---

R. Avis, Mayor

---

G. Treftlin, Clerk



**TOWN OF FORT FRANCES  
ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2012/05**

**To:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** January 5, 2012  
**SUBJECT:** Fort Frances Canadian Bass Championship (FFCBC) Request

---

**BACKGROUND**

The Fort Frances Canadian Bass Championship's request for continued financial and in-kind support for the annual bass tournament scheduled for July 23 – 28, 2012 was referred to the Administration and Finance Executive Committee for recommendation with input from all other Executive Committees.

Attached are the FFCBC support request responses from Rick Wiedenhoeft, Chairman of the Operations & Facilities Executive Committee, with comments only on items related to Operations & Facilities Division, George Bell's response with comments on items relating to Community & Services and Rick Hallam's report for comments relative to Planning & Development.

The Administration & Finance Executive Committee's recommendation is sought for the following:

1. Designate the "Fort Frances Canadian Bass Championship Live Release Tournament" as a significant community festival & event and proclaim the period commencing July 23, 2012 as "Fort Frances Canadian Bass Championship Week";
2. Consider a \$5,284.01 financial request for the FFCBC operating budget to offset area rental charges.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommend that Council approve the following:

- designate the FFCBC Live Release Tournament as a significant community festival event and proclaim the period commencing July 23, 2012 as "Fort Frances Canadian Bass Championship Week",

- in-kind services from Town of Fort Frances divisions as recommended in committee divisional reports as attached;
- forward the request for financial support to the budget process and the January 16, 2012 budget meeting for Committee of the Whole consideration; and
- encourage the Fort Frances Canadian Bass Championship committee to seek out and apply for other available funding applicable for significant community events.

Council Approval of This Report Will Agree to the recommendations made by the Operations & Facilities, Community Services, Planning & Development and Administration & Finance Executive Committees for in-kind services, to designate the FFCBC Live Release Tournament as a significant community festival event and proclaim the period commencing July 23, 2012 as “Fort Frances Canadian Bass Championship Week”, to forward the request for financial support to the budget process, and to encourage the Fort Frances Canadian Bass Championship committee to apply for available funding applicable for significant community events, as outlined in this report and the accompanying Committee reports.



December 15, 2011

Mayor and Town Council

Town of Fort Frances

P.O Box 38, Fort Frances, ON

Re: Fort Frances Canadian Bass Championship (July 2<sup>6</sup><sup>3</sup> – 28<sup>th</sup>)

Dear Mr. Mayor and Councillors:

Fort Frances Canadian Bass Championship Inc. (FFCBC) wishes to thank the Town of Fort Frances for its continued support. The Town of Fort Frances is a valued sponsor of the FFCBC since its creation in 1995. The FFCBC directors sincerely appreciate your significant contributions.

FFCBC, the signature event of the Fort Frances area, is a strong economic driver that stimulates the local economy and promotes Rainy Lake as a world class fishing destination.

We respectfully request the following support from the Town of Fort Frances:

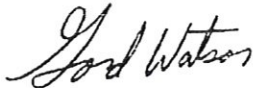
- A+F 1) Designate in writing, the "Fort Frances Canadian Bass Championship Live Release Tournament" as a significant community festival & event and proclaim the period commencing July 23<sup>rd</sup>, 2012 be "Fort Frances Canadian Bass Championship Week".
- A+F 2) The Town of Fort Frances to commit \$5284.01 to the operating budget to be used to offset arena charges.
- O+F 3) Authorize use of town picnic tables on site. FFCBC will arrange for pick-up and return of picnic tables.

- C.S. 4) Provide us, early in July, with list of Sorting Gap Marina slip lessees. We will contact the lessees with a formal request for the possible use of their slips during the tournament.
- O+F 5) Paint lines in the Abitibi Consolidated woodyard to indicate safe parking areas for tournament angler vehicles and trailers.
- O+F 6) Authorize tournament officials to use the Sand Bay dock as the morning start site and as an official check-in station throughout tournament days.
- C.S. 7) Waive launch fees for tournament competitors and volunteers from July 26<sup>th</sup> – 28<sup>th</sup>. We will provide the Sorting Gap Marina staff with a list of tournament anglers and names of volunteers who plan to launch there.
- O+F 8) Authorize the temporary installation of poles and flags on the concrete pylons and edges of the launch ramp, as in previous years. They will be removed during the week following the event.
- C.S. 9) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key.

We look forward to discussing our request in greater detail at your convenience.

Respectfully,

Gord Watson, Chairman



2012 FFCBC Board of Directors

Wayne Allen	Bar Operations
Patricia Armstrong	Bar Operations
Kathy Cuthbertson	Food Court
Jim Cuthbertson	Site & Facilities
Greg Gustafson	Angler Registrations
Paul Jewiss	Anglers' Representative
Caryn Myers	Finance
Robin Reed	Tournament Operations
Gord Watson	Chairman

January 3, 2012

Report To: Administration and Finance Executive Committee

From: Operations & Facilities Executive Committee

**SUBJECT: In-Kind Services and Financial Support for 2012 Fort Frances  
Canadian Bass Championship**



Similar to 2011, the Chairman of the Fort Frances Canadian Bass Championship Inc. wrote a letter to Mayor and Council requesting in-kind services and financial contribution for the up-coming Bass Tournament in July 2012. Please find attached letter dated December 15, 2011 from Mr. Gord Watson, FFCBC Chairman. I have taken the liberty to comment *only* on items related to the Operations & Facilities Division;

**Continued Operational Assistance;**

Item 3) – **Supply of Picnic Tables** - Similar request made in 2011. Town will provide picnic tables where FFCBC tournament volunteers will be responsible to have the picnic tables delivered to the event site, properly located within the site and returned after the event. Co-ordinate through Doug Brown, Operations & Facilities Manager at 274-9893.

Item 5) – **Line Painting of Parking Spaces** – Similar request made in 2011. The Town will provide supplies, labour, and equipment to paint parking lot lines on the ACI Wood Yard and the Town's Right of Way. Co-ordinate through Milt Strachan @ 274-9893.

Item 6) - **Use of Sand Bay Dock** - Similar request made in 2011. No concern.

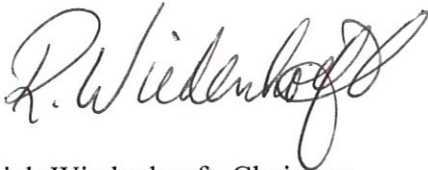
Item 8) - **Attachment of banners, signs & pennants to streetlights, poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed.** This was a new request in 2010. The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the Waterfront walkways. Also motorists' sight lines or vision should not be obstructed when driving along Front Street. Ensure that the same method of attaching the banners, signs & pennants to the streetlight poles as in 2011 is utilized in 2012.

Other divisions within the Town's organization will deal with all other items outlined in the FFCBC Chairman's letter dated December 15, 2011.

The Operations & Facilities Executive Committee recommends the following;

- 1) That the Operations & Facilities Division continues to provide in-kind services and materials for items No. 3 & 5 as outlined in the December 15, 2011 letter from FFCBC Chairman, Gord Watson;
- 2) That permission is granted to the FFCBC Inc. organization in regards to items No. 6 & 8 in accordance with the guidelines listed above.

Respectfully submitted,

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

Rick Wiedenhoeft, Chairman  
Operations & Facilities Executive Committee

2012JanFFCBCrequest

George Bell/Frances  
01/04/2012 11:00 AM

To Laurie Witherspoon/Frances@Frances  
cc  
bcc  
Subject FFCBC Request

Hi Laurie

At our regular meeting of January 3, 2012 the Community Services Executive discussed the requests of the FFCBC letter of December 15, 2011. We do not have any concerns over their requests other than the fees at the Memorial Sports Centre. All the other requests have occurred over the past 15 years without incident.

As for the fees the Community Services Executive feels the FFCBC committee should approach the RRFDC for financial assistance and failure to do so the Town of Fort Frances would look at a \$2,000 grant from councils public relations account.

If you need clarification or additional information please feel free to contact.

Yours truly  
George A. Bell  
Manager of Community Services

**Planning & Development Executive Committee**

**Memo**

**To:** Administration & Finance Executive Committee  
**From:** Planning & Development Executive Committee  
**CC:**  
**Date:** 2012 January 3rd  
**Re:** Fort Frances Canadian Bass Championship

---

Council will recall that at their meeting held 2011 December 15<sup>th</sup>, Council referred the request of the FFCBC Inc. re their 2012 event to the Administration & Finance Executive Committee with input from all other Executive Committees.

PDEC wish to advise that there are no issues in the request relating to the Planning & Development Division or Executive Committee. However, the executive committee wish to express that they recognize the FFCBC as being a significant local event and support their efforts to remain so.

For the greater part the request received from the FFCBC Inc. is financial in nature and more relative to the A&F, O&F and CS Divisions and their respective executives.

Any issues or concerns regarding parking violations that arise during the event will be handled through the By-Law Enforcement Dept. or the OPP.

Respectfully Submitted,  
Planning & Development Executive Committee,



Rick Hallam, CBCO, CRBO  
Supt Planning & Development Div.

Administration & Finance Division  
Civic Centre

Operations & Facilities Division  
Fifth Street & Wright Avenue  
Phone: 807-274-9893  
Fax: 807-274-7360

Civic Centre  
320 Portage Avenue  
Phone: 807-274-5323  
Fax: 807-274-8479  
email: town@fort-frances.com



Planning & Development Division  
Civic Centre

Community Services Division  
740 Scott Street P9A 1H8  
Phone: 807-274-4561

Mailing Address:  
320 Portage Avenue  
Fort Frances, Ontario  
P9A 3P9

www.fort-frances.com

December 19, 2011

Fort Frances Canadian Bass  
Championship Inc.  
P.O. Box 531  
Fort Frances, Ontario  
P9A 3M8

Attn: Gord Watson, Chairman

Dear Sir:

**Fort Frances Canadian Bass Championship Live Release Tournament  
July 26-July 28, 2011.**

At the recent meeting of Council held on Monday, December 19, 2011, the following resolution was approved:

"THAT the request dated December 15, 2011 from Fort Frances Canadian Bass Championship re: Fort Frances Canadian Bass Championship (July 26-28<sup>th</sup>, 2011) be referred to Administration and Finance Executive Committee for recommendation with input from all other Executive Committees."

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

Please direct any questions you may have to L. Witherspoon, Treasurer, at 274-5323, ext 248.

Yours very truly,

ADMINISTRATION & FINANCE DIVISION

Kathryn M. Lawson, Deputy Clerk

/kl

-2-

- c.c. Administration and Finance Executive Committee
  - Attn: L. Witherspoon, Treasurer
  - L. Pattison (for agenda)
- Planning and Development Executive Committee
  - Attn: R. Hallam, Supt. Planning and Development
- Community Services Executive Committee
  - Attn: G. Bell, Manager Community Services
- Operations and Facilities Executive Committee
  - Attn: D. Brown, Manager Operations and Facilities





**TOWN OF FORT FRANCES  
ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2012/06**

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** January 5, 2012  
**SUBJECT:** Preliminary 2012 Operating & Capital Budgets

---

**BACKGROUND**

The Preliminary Budgets are essentially the beginning of a comprehensive process that will involve a thorough examination of the Town's finances and all factors regarding the provision of services.

The 2012 budget process began with the adoption of the budget timetable and the public meeting, which was held on September 26, 2011. Since that time, administration has been working on operational projections and capital needs for the coming year. There has been a cursory review at the divisional level by all Executive Committees. The budget timetable calls for Special Committee of the Whole Budget meetings with the first meeting scheduled for January 16, 2012. I have included a copy of the timetable for your review. The timetable is a framework and invariably meetings will be added to or deleted from as the process necessitates. Mayor and Council will have ample opportunity to affect changes to the budget documents through active participation and consultation with administration throughout the Committee of Whole budget meetings.

The Preliminary 2012 General Operating Budget presented indicates a shortfall of \$301,266 and is representative of an approximate 3.1% residential overall levy increase. This shortfall does not include any consideration for Rainy River District Social Services levy increase, Assessment Review Board decision related to the outstanding Abitibi assessment appeal write-off impact for 2009 – 2011 taxation years, consideration for any new capital long-term debt as these factors are not known at the present time, nor does this preliminary budget include tangible capital asset amortization. Clearly there is a great deal of work to do and prudent decisions to be made for this year's budget.

The Water and Sewer preliminary budgets are incorporated in the preliminary document. The Capital Budget will be presented at the Special Committee of the Whole budget meeting being held next Monday.

## Summary of Operating Budgets for 2012 as compared to 2011:

<u>Division</u>	<u>2012</u>	<u>2011</u>	<u>Increase/Decrease</u>	<u>Amount</u>	<u>% Change</u>
Corporation	(9,568,560)	(9,552,770)	Revenue-Increase	(15,790)	0.165%
Admin & Finance	889,040	922,744	Net – Decrease	(33,704)	-2.568%
Community Services	5,211,087	5,136,835	Net – Increase	74,252	1.445%
Operations & Facilities	3,381,589	3,108,869	Net – Increase	272,720	8.772%
Planning & Development	388,110	384,322	Net – Increase	<u>3,788</u>	0.985%
Total				\$301,266	

Council Approval of This Report will receive the Preliminary 2012 Operating Budgets as presented.
---

**TOWN OF FORT FRANCES  
2012 BUDGET TIMETABLE**

<b>DATE</b>	<b>RESPONSIBILITY</b>	<b>PURPOSE</b>
September 12, 2011	Council	Approval of Timetable
September 26, 2011	Council	Public Meeting
October 3 – 7, 2011	Executive Committees	Review Information received at Public Meeting
November 21 – 25, 2011	Executive Committees	Review of Division Budgets and Recommendations
November 28, 2011	Administration	Documents to Treasurer
December 9, 2011	Treasurer	Consolidate Budget
December 13, 2011	Administration	Review
January 9, 2012	Committee of the Whole	Receive Preliminary Budget
January 10, 2012	Administration	Review
January 16, 2012	Special Committee of the Whole	Review/Revisions
January 17, 2012	Administration	Review
February 6, 2012	Special Committee of the Whole	Review/Revisions
February 7, 2012	Administration	Review
March 5, 2012	Special Committee of the Whole	Review/Revisions
March 6, 2012	Administration	Review
March 19, 2012	Special Committee of the Whole	Review/Revisions
March 20, 2012	Administration	Review
April 2, 2012	Special Committee of the Whole	Review/Revisions
April 3, 2012	Administration	Review
April 9, 2012	Council	Ratification
April 23, 2012	Council	Public Meeting
May 14, 2012	Council	Anticipated Passage



Agenda Item # 8.1 ...

**TOWN OF FORT FRANCES  
ADMINISTRATION & FINANCE DIVISION  
TREASURY REPORT 2012/04**

**TO:** Mayor Avis & Members of Council  
**FROM:** Laurie Witherspoon, Treasurer  
**DATE:** January 4, 2012  
**SUBJECT:** Councillor Sharon Tibbs – Per Diem Claim

**BACKGROUND**

Attached is a copy of Travel Statement – Mayor /Council Honorarium claim form in the total amount of \$75.00 in regard to attendance at the Rainy River District Municipal Association Executive meeting held in the Township of Alberton on December 21, 2011 as submitted by Councillor Sharon Tibbs.

The per diem claim is in compliance with By-Law No. 02/10 Schedule “A” 4.4.

**RECOMMENDATION**

The Administration & Finance Executive Committee recommends approval of the per diem claim in the amount of \$75.00 to attend the RRDMA Executive Committee Meeting on December 21, 2011 as submitted by Councillor Sharon Tibbs.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee to approve the per diem claim for Councillor Sharon Tibbs in the amount of \$75.00 for attendance at the RRDMA meeting held in the Township of Alberton on December 21, 2011.

- ☒ OK
- ☐ Recommended
- ☐ Includes my input
- ☐ Recommended as amended/with comment
- ☐ Not recommended
- ☐ Will Speak to this
- ☐ Other

Date: Jan 4, 2012

*Mark McCaig*  
M. McCaig, Administrator

**Town of Fort Frances  
Travel Statement - Mayor/Council Honorarium**

Attendee SHARON TIBBS

Conference/Seminar Attended RRDMA EXEC MEETING

Location ALBERTON

Dates DEC 21, 2011

**Details of Per Diem**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
Date			DEC 21/11					
Amount			75 $\frac{00}{xx}$					\$75.00

Submitted by: Sharon Tibbs

Date: Jan 3, 2012

Approved by: \_\_\_\_\_

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

*To be submitted to Payroll for processing when approved by Council*

For Payroll

Pay period \_\_\_\_\_

December 15, 2011

REPORT TO: Mayor and Councillors

FROM: Glenn Treftlin, Clerk

SUBJECT: Municipal Lottery Licensing in Fort Frances

---

The history of lottery licensing by municipalities in Ontario dates back to 1970 when the Province of Ontario passed Order-In-Council 274/70 giving municipalities the authority to license eligible charitable organizations to conduct a bingo, a raffle, or a raffle at a bazaar for the purposes of raising funds for their charitable objects or purposes. Fort Frances Council enacted By-Law 26/70 to provide for the issuing of lottery licenses in Town.

Over the years the different types of bingo games and raffles increased and the rules for the playing of bingos and the conduct of raffles changed significantly. The break-open ticket (BOT) type of raffle was introduced and is very popular today. The province created the gaming commission to develop the terms and conditions for the different types of lotteries and oversee compliance by the charities. However, the municipality issuing lottery licenses is responsible for ensuring compliance by the organizations it licenses. The commission has provided a licensing manual for the use of licensing officials.

The raising of funds by charities through lottery activities has increased in popularity over the decades. I easily estimate that currently there are many millions and possibly billions of dollars raised annually across the province through licensed lottery activities. This has contributed to the emergence of a commercial sector established to provide a multitude of gaming supplies and services to the charities to assist them in their conduct of the licensed events. Examples of this include the commercial bingo hall and suppliers of commercial bingo paper and break-open tickets of various styles. Entrance into this commercial sector and its activity are regulated by the province.

December 15, 2011

REPORT TO: Mayor and Councillors

FROM: Glenn Treftlin, Clerk

SUBJECT: Municipal Lottery Licensing in Fort Frances

Page 2 of 3

A commercial bingo hall was established in the former K of C Hall on Scott Street. Over the years the popularity of the commercial hall to the local charities increased and consequently the number of bingo licenses issued increased dramatically. The owner of the hall built a new facility on McIrvine Road in the west part of town. A new bingo facility was established on neighbouring Couchiching First Nation land that attracted many of the charities and bingo patrons that had attended the facility on McIrvine Road. Unfortunately, the facility on McIrvine Road could not sustain a successful operation with the diminished attendance and closed its doors. The number of bingo licenses issued by Fort Frances dropped to almost none immediately. This had a significant impact on the amount of licensing revenues generated by lottery licenses issued by the town. The fee that a municipality can charge for a lottery license is limited by the province to a maximum of 3% of the licensed prize value for bingos and raffles; for bazaars the fee is \$5. A municipality is authorized to license raffles to a maximum prize value of \$50,000 and bingo for a maximum prize value not exceeding \$7,500. Lotteries outside the authorized limits of municipalities require licensing by the province.

Locally in Fort Frances, when I first was appointed Town Clerk and Lottery Licensing Officer in 1988, local charitable organizations were being licensed for regular and monster bingos, raffles including BOT's and bazaars. The administrative processing of all lottery licenses was performed by the Receptionist/Licensing Clerk at the information desk at the Civic Centre. The Town Clerk/Lottery Licensing Officer would sign the completed licenses and participate in the processing of an application if circumstances called for it. Over recent years, the staffing at the Civic Centre has declined and consequently managing of certain responsibilities has been shifted and markedly so in the processing of lottery license applications and follow up on the required reporting. These functions have been brought almost completely into the Town Clerk's area. Applications for lottery licenses have over most of 2011 been received at the front desk at the Civic Centre and forwarded directly to the Clerk's office. Similarly, the requisite reports by the licensed organizations are directed to the Clerk's office, and, if a report is outstanding, the follow up is done through the Clerk's office. This has caused a significant slowing of the review and approval process for lottery licenses.

A recent review through the Clerk's office of long past licensing practices at the Civic Centre revealed that in some cases, requisite reporting by charities had not been completed. Additionally, it was obvious that some charities were not aware of the terms and conditions they were obligated to follow in the conduct of the lottery event for which they were licensed although they were required to sign a declaration stating that they had read and agreed to comply with those terms and conditions. In order to assist the charities to understand their obligations as a licensee for a lottery, it was arranged this past summer for the Alcohol and Gaming Commission to hold a training session in Town for representatives of charities that are currently being licensed or were considering

December 15, 2011

REPORT TO: Mayor and Councillors

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applying for a license. This session was well attended but there are some charities that were hoped would attend that did not. Consequently, this is still to some extent an issue that remains to be addressed. The Clerk's office is contemplating holding its own session to train charities to understand their obligations and focussing on how to properly manage the lottery financial records and prepare and file the requisite report.

  
/GT

<b>Council's approval of this report</b> is not required. This is provided for information only..
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**Ontario Clean Water Agency**  
**Agence Ontarienne Des Eaux**

Fort Frances WPCP  
200 McIrvine Rd  
PO Box 712  
Fort Frances, Ontario  
P9A 3N1  
Tel: 807-274-3121  
Fax: 807-274-8381



December 15, 2011

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

Attention: Mr. Doug Herr  
Environmental and Facilities Superintendent

Dear Doug:

**Re: Fort Frances Wastewater Treatment Facility  
November 2011 Monthly Report**

As per the operating agreement, the attached document is the November 2011 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 – Operations Manager.

Yours truly,

A handwritten signature in blue ink, appearing to read "Kelly Cunningham".

Kelly Cunningham  
Senior Operator

For Larry Wachter  
Operations Manager

**The Corporation of the Town of Fort Frances  
Wastewater Treatment Plant  
(Sewage Plant)  
November 2011 Monthly Operations Report**

**INTRODUCTION**

In accordance with the Agreement between the Ontario Clean Water Agency (Operating Authority) and the Town of Fort Frances, the Fort Frances Sewage Treatment Plant is required to prepare a monthly report. This document covers the reporting month of November 2011; the facility performance report summarizes important information regarding the quality of the effluent, wastewater, analytical test results, maintenance operations, and relevant activities of the WWTP.

**DESCRIPTION OF WORKS**

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

The Fort Frances Sewage Treatment Plant received and operates its operation under *Certificate of Approval Number 3-0049-96-006*, in accordance with Section 53 of the Ontario Water Resources Act. The Certificate of Approval outlines the terms and conditions and the report captures these terms and conditions in the following sections.

**LABORATORY**

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

# NOVEMBER 2011 EFFLUENT QUALITY

Parameters	Monthly Actual Concentration mg/L	Compliance Criteria Concentration mg/L	Performance Objective Concentration mg/L	Monthly Actual Loading, kg/d	Compliance Criteria Loading kg/d	Performan Objective Loading kg/d
CBOD <sub>5</sub>	2.0 mg/L	25 mg/L	15 mg/L	10.2 kg/d	225 kg/d	135 kg/d
Suspended Solids	5.3 mg/L	25 mg/L	15 mg/L	27.5 kg/d	225 kg/d	135 kg/d
Total Phosphorus	0.28 mg/L	1.0 mg/L	1.0 mg/L	1.4 kg/d	9 kg/d	9 kg/d
Ammonia as N	0.13 mg/L					
Nitrite as N	0.07 mg/L					
Nitrate as N	7.22 mg/L					
Total Cl <sub>2</sub> Residual		<0.01 mg/L (when in use)				
E-Coli		6.2 count/100 ml (geometric mean )		200 cnt/100ml (geometric mean )		E-coli not to exceed 150 organisms/100ml (monthly geometric mean density)
pH			pH range 7.2 to 7.6; average pH was 7.4			
Temperature degrees C			Temperatures ranged from 13.5-16.0; average temperature of effluent at 14.9			

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

## WASTEWATER LIQUID PROCESS

The average daily flow for November was 5,145.0 m<sup>3</sup>/day; representing 57% of the design average flow. Total treated flow for the month was 154,351 m<sup>3</sup>. The Fort Frances WWTP met all effluent compliance criteria for the parameters listed above and additionally was well within the recommended more stringent monthly performance objective levels as outlined in the Certificate of Approval.

## INVENTORY

<b>Chemical</b>	<b>End of Month Status</b>	<b>Units</b>
Hypochlorite	470 +/- @ 8.5% + 410 @ 12%	Litres
Alum	9.5 +/- @ 55 %	Cubic meters
Polymer	32 Bags (800 kg)	Bags (25 kg/bag)

## **MAINTENANCE**

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

### **Treatment Plant:**

- Alternated lead/lag pumps
- Adjusted fluidizing water to headcell and grit snail as needed
- Greased GBT, mechanical bar screen and grit snail. Lubricated drive chain on grit snail and bar screen
- Hot water flushed alum lines
- Regular cleaning of head works EW basket strainer
- Exercised portable generators
- Installed magnetic flow meter in grit line
- Removed a rag ball from the Teacup
- Refastened sludge tent end wall sections
- Installed spare recirculation pump in secondary digester
- Replaced tubing and calibrated raw sewage automatic sampler
- Greased all blowers
- Winterized digester pump house
- Put lids back on clarifiers

### **Pump Stations:**

- Ran all gensets
- Adjusted space heater settings in generator buildings
- Regular cleaning of bar screens
- A new VFD was installed on pump 2 at Central lift station
- Remedied a pump air lock at Fifth St. lift station

## **OPERATIONAL ISSUES**

The facility met all operational requirements for the month.

## **SLUDGE SUMMARY**

The volume directed to the gravity belt thickener totaled 678.6 m<sup>3</sup> for the month. Hammond Landscaping (Certificate of Approval Hauler # 11000025801) hauled/transported 188.7 m<sup>3</sup> (average 11.1 m<sup>3</sup>/load) to the agricultural drying bed. The Organic Soil Conditioning site has a valid Certificate of Approval - number S-71048-31.

## **COMPLAINTS**

## **BY-PASS REPORT(S)**

There were no by-pass events during the report period.

## **COMMENTS**

Plant power consumption for the month was 754 (x 180 multiplier) kWh.

## **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)

Month	Sewage Flows Year 2011					Usage		Removal Efficiency	
	Avg. Day Flow	Max Day Flow	Total Treated	Total ByPass	Total Volume	% Plant Capacity	Sludge Volume	CBOD5	
	m3	m3	Volume ML	Volume ML	ML		Hauled	Suspended Solids	
							M3	Total Phosphorus	
January	5937	6235	184061		184061	66%	254.5		
February	5779	6102	161806		161806	64%	218.7		
March	6715	8935	208166		208166	75%	241.7		
April	12186	18288	365584	3965	369549	135%	220.7		
May	9347	14172	289752		289752	104%	234.5		
June	7890	10991	236686		236686	88%	223.6		
July	7091	8918	219835		219835	79%	221.0		
August	6225	7305	192974		192974	69%	154.3		
September	5701	7200	171040		171040	63%	164.6		
October	5247	6038	162645		162645	58%	163.9		
November	5145	5521	154351		154351	57%	188.7		
December						0%			
Sum			2346900	3965	2350865		2286.2		
Average	7024		213355		213715	78%			
Max		18288	365584		369549				
C of A	9000	18000							

Month	CBOD5				Suspended Solids				Total Phosphorus				E. Coli		pH	
	Avg Raw CBOD (mg/L)	Avg. Eff. CBOD (mg/L)	Avg. Load CBOD (kg/day)	Avg Raw S.S. (mg/L)	Avg. Eff. S.S. (mg/L)	Avg. Load S.S. (kg/day)	Avg Raw T.P. (mg/L)	Avg. Eff. T.P. (mg/L)	Avg. Load T.P. (kg/day)	Geo Mean Counts /100ml	Monthly Minimum	Monthly Maximum	Geo Mean Counts /100ml	Monthly Minimum	Monthly Maximum	pH
January	91.7	2.3	13.8	116	4.0	23.9	2.66	0.15	0.9	37.3	7.3	7.7	37.3	7.3	7.7	7.7
February	77.8	2.0	11.7	116	4.8	27.8	2.44	0.16	0.9	30.4	6.8	7.5	30.4	6.8	7.5	7.5
March	76.5	4.6	31.5	117	9.5	65.4	2.42	0.29	2.0	17.2	6.5	7.2	17.2	6.5	7.2	7.2
April	36.7	3.9	52.3	74	13.3	168.9	1.27	0.35	4.3	27.0	7.1	7.7	27.0	7.1	7.7	7.7
May	59.3	3.6	34.5	86	7.8	72.4	1.72	0.26	2.4	15.7	7.5	8.0	15.7	7.5	8.0	8.0
June	66.7	2.9	24.2	107	6.3	50.7	1.77	0.22	1.8	6.6	7.2	7.8	6.6	7.2	7.8	7.8
July	57.4	2.2	16.1	112	3.8	27.4	2.20	0.18	1.3	3.3	6.8	7.6	3.3	6.8	7.6	7.6
August	74.8	2.0	12.2	156	3.0	18.6	2.50	0.16	1.0	2.2	6.8	7.6	2.2	6.8	7.6	7.6
September	64.4	2.1	11.6	138	4.9	29.3	2.66	0.20	1.1	8.4	6.7	7.6	8.4	6.7	7.6	7.6
October	59.8	2.0	10.6	143	4.7	24.9	2.41	0.32	1.7	9.5	6.8	7.4	9.5	6.8	7.4	7.4
November	82.3	2.0	10.2	162	5.3	27.5	2.91	0.28	1.4	6.2	7.2	7.6	6.2	7.2	7.6	7.6
December																
Average	67.9	2.7	20.8	120.6	6.1	48.8	2.3	0.2	1.7	14.9	7.0	7.6	14.9	7.0	7.6	7.6
Max	91.7	4.6	52.3	162	13.3	168.9	2.91	0.35	4.3	37.3	7.5	8	37.3	7.5	8	8
C of A		25	225		25	225		1	9	150	6	9.5		6	9.5	9.5

2011- tonnage at landfill site- up-dated January 3rd, 2012

MONTH	Residential Waste tonnes	Res %	ICI Waste tonnes	ICI %	Non Community Waste tonnes	Non Com %	Covering Material tonnes	2007 Total Tonne	2008 Total Tonne	2009 Total Tonne	2010 Total Tonne	4 Year Average 2007 to 2010 Total Wasre Tonnes	2011 Total Tonne	2007 Total Fee	2008 Total Fee	2009 Total Fee	2010 Total Fees	4 Year Average 2007 to 2010 Fees	2011 Total Fees	2011-2010 Tonnes	2011-2010 Fees
JAN	140.34	33.54	270.07	64.54	8.02	1.92	0.00	456.99	394.59	296.20	165.45	328.31	418.43	\$17,598.00	\$16,055.38	\$13,536.70	\$10,038.50	\$14,307.15	\$20,714.03	252.98	\$10,675.53
FEB	118.37	38.02	182.52	58.63	10.44	3.35	102.32	340.66	377.21	286.43	132.57	284.22	311.33	\$12,527.75	\$16,094.12	\$15,167.00	\$8,027.50	\$12,954.09	\$15,825.13	178.76	\$7,797.63
MAR	162.04	40.50	224.34	56.07	13.76	3.44	15.43	487.45	477.23	305.84	465.34	433.97	400.14	\$19,426.50	\$22,318.99	\$15,352.20	\$24,768.00	\$20,466.42	\$21,246.91	-65.20	-\$3,521.09
APRIL	208.79	40.69	292.68	57.03	11.70	2.28	338.58	683.63	645.61	543.36	685.50	639.53	513.17	\$33,311.50	\$27,972.39	\$25,671.30	\$34,899.85	\$30,463.76	\$27,639.06	-172.33	-\$7,260.79
MAY	265.51	34.66	483.77	63.16	16.69	2.18	257.22	748.02	769.81	679.12	666.85	715.95	765.97	\$33,336.51	\$35,226.85	\$33,105.90	\$32,660.05	\$33,582.33	\$40,902.27	99.12	\$8,242.22
JUNE	293.86	43.71	361.40	53.76	17.02	2.53	424.05	742.79	836.61	670.05	686.36	733.95	672.28	\$35,865.25	\$38,367.78	\$34,883.70	\$37,644.50	\$36,690.31	\$32,497.41	-14.08	-\$5,147.09
JULY	224.44	40.53	317.55	57.34	11.78	2.13	1043.77	959.32	750.82	661.66	637.30	752.28	553.77	\$44,919.25	\$36,801.18	\$34,737.91	\$35,730.00	\$38,047.09	\$30,279.15	-83.53	-\$5,450.85
AUG	241.98	29.99	552.77	68.51	12.13	1.50	1462.36	756.62	663.88	454.32	548.71	605.88	806.88	\$27,107.00	\$33,632.47	\$28,188.55	\$28,627.35	\$29,388.84	\$45,033.12	258.17	\$16,405.77
SEPT	234.51	38.20	362.02	58.96	17.44	2.84	145.08	589.58	699.72	438.99	754.08	620.59	613.97	\$27,316.25	\$33,039.95	\$25,573.50	\$30,501.85	\$29,107.89	\$33,605.87	-140.11	\$3,104.02
OCT	244.68	39.93	354.85	57.91	13.27	2.17	356.74	671.92	685.92	497.85	648.20	625.97	612.80	\$30,217.50	\$33,520.83	\$28,229.75	\$30,880.35	\$30,712.11	\$33,130.66	-35.40	\$2,250.31
NOV	194.43	28.07	477.52	68.94	20.69	2.99	832.42	561.36	552.69	422.36	609.63	536.51	692.64	\$24,111.25	\$30,158.55	\$22,037.40	\$27,223.85	\$25,882.76	\$33,980.90	83.01	\$6,757.05
DEC	162.84	38.65	245.99	58.39	12.47	2.96	0.00	402.36	459.61	183.17	449.24	373.60	421.30	\$25,292.75	\$26,867.99	\$10,500.80	\$22,177.00	\$21,209.64	\$19,811.03	-27.94	-\$2,365.97

Average per monthly	207.65	37.98	343.79	59.59	13.78	2.52	414.83	616.73	609.47	453.28	537.44	554.23	565.22	\$ 27,585.79	\$ 29,171.37	\$23,915.39	\$26,931.57	\$26,901.03	\$29,555.46		
Total	2491.79		4125.48		165.41		4977.97	7400.70	7313.70	5439.35	6449.23	6650.74	6782.68	\$331,029.51	\$350,056.48	\$286,984.71	\$323,178.80	\$322,812.38	\$354,665.54	333.45	\$31,486.74
Town of Fort Frances Tonnage	6617.27																2,011	Forecasted	\$354,665.54		
Total Tonnage	6782.68																2011	Budgeted	\$319,116.00		
Residential Tonnage	2491.79	38.64%															2011	Difference	\$35,549.54		
ICI Tonnage	4125.48	63.97%																			
Coverage material	4977.97																				

f/n:p: 2010Janlandfillsitedata2010



Sewer & Water data for 2011  
up-dated January 3rd, 2012

up-dated January 3rd, 2012		2011	2011	2010	2010	2011-2010	2011	2011	2011	2010	2010	2011	2011	2010	2010	2011-2010	2011	2011		
Month	Days per month	Total Sewage STP	daily Sewage STP	Total Sewage STP	daily Sewage STP	Diff Sewage STP	2011 Couch. Wastewater Meters	2011 Couch. Wastewater Meters	2011 Couch. 2 Water Meters	2011 Couch. 2 Water Meters	2011 Couch. WW-W Meters	2010 Couch. 2 Water Meters	2010 Couch. 2 Water Meters	2011 Total Treated WTP	2011 daily Treated WTP	2010 Total Treated WTP	2010 Total Treated WTP	Diff Treated WTP	2011 Difference STP-WTP	2011 Infiltration daily average
2011		cu. meters	cu. meters	cu. meters	cu. meters		cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters	cu. meters		cu. meters	
January	31	184061	5937.45	188640	6085.16	-4579	7870	253.87	7609.01	245.45	8.42	6709.66	216.44	134010	4322.90	136800	4412.90	-2790.00	50051	2010.00
February	28	161806	5778.79	162913	5818.32	-1107	7219	257.82	7609.01	271.75	-13.93	6709.66	239.63	118730	4240.36	121940	4355.00	-3210.00	43076	1538.43
March	31	208166	6715.03	247230	7975.16	-39064	9365	302.10	7725.42	249.21	52.89	7870.61	253.89	129500	4177.42	133310	4300.32	-3810.00	78666	2537.61
April	30	365584	12186.13	221385	7379.50	144199	12260	408.67	7725.42	257.51	151.15	7870.61	262.35	120870	4029.00	137470	4582.33	-16600.00	244714	8157.13
May	31	289752	9346.84	241636	7794.71	48116	9551	308.10	8414.55	271.44	36.66	7918.43	255.43	129730	4184.84	145550	4695.16	-15820.00	160022	5162.00
June	30	236686	7889.53	229211	7640.37	7475	9649	321.63	8414.55	280.49	41.15	7918.43	263.95	135140	4504.67	141710	4723.67	-6570.00	101546	3384.87
July	31	219835	7091.45	342564	11050.45	-122729	9534	307.55	9925.16	320.17	-12.62	9027.7	291.22	168940	5449.68	166010	5355.16	2930.00	50895	1641.77
August	31	192974	6224.97	238904	7706.58	-45930	8004	258.19	9925.16	320.17	-61.97	9027.7	291.22	165500	5338.71	156860	5060.0	8640.00	27474	886.26
September	30	171040	5701.33	275185	9172.83	-104145	7647	254.90	7879.02	262.63	-7.73	7553.35	251.78	130060	4335.33	134160	4472.0	-4100.00	40980	1366.00
October	31	162645	5246.61	246649	7956.42	-84004	7030	226.77	7879.02	254.16	-27.39	7553.35	243.66	123010	3968.06	126900	4093.5	-3890.00	39635	1278.55
November	30	154351	5145.03	208628	6954.27	-54277	6886	229.53	8266.84	275.56	-46.03	7919.26	263.98	124300	4143.33	120710	4023.7	3590.00	30051	1001.70
December	31	161390	5206.13	197255	6363.06	-35865	8048	259.61	8266.84	266.67	-7.06	7919.26	255.46	141060	4550.32	130460	4208.4	10600.00	20330	655.81
Total	365	2508290	6872.03	2800200	7671.78	-291910			99640			93998		1620850		1651880		-31030.00	887440	3490.26
Monthly Average		209024		233350		-24325.83	8589	282.40	8311	272.93		7833	257		4437	137657	4524		104139	-4437
daily Average			6872.44		7658.07			282.40		273.30										

2011JanCFN&town2011waterdata



# Statistics Canada Report - TOWN OF FORT FRANCES

Statistics Canada Report - TOWN OF FORT FRANCES Reporting Period:12-01-2011 - 12-31-2011



Municipality		Fort Frances				
Permit						Units
RollNo	Owner	Contractors	Property Address	Work Descripiton	/ Area Value	
2011-109	CHABOT MARY DELORAS 1115 RIVER RD W FORT FRANCES ON P9A 2V3	TREVOR STROM RR#1 FORT FRANCES	1115 RIVER RD W	SHEET GABLE ENDS WITH 1 RIGID FOAM INSULATION AND RE-SIDE.	\$10,000.00	
59-12-010-005-01600-0000		(807) 274 8773	P9A 3M2	Legal Description: PLAN SM59 LOT 10 E16FT LOT 9;PCL 10-1 SEC SM59	Stat's Canada Codes Building: 110 Work: 03	1
Sum	Summary (1 detail record)					1 \$10,000.00
Grand Total	Summary (1 detail record)					1 \$10,000.00