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<u>Committee Members</u>	<u>Areas of Responsibility</u>	
Councillor G. Beach, Chair	Operations	CRCA
Councillor H. Noble	Fire	Airport Board
Councillor L. Severson	Museum	Arena Advisory Board
Mayor D.L. Henderson, Ex-Officio	Library Board	Visual/Performing Arts Committee
	Cemetery Board	PLMG
	St. Lawrence Lodge	BMAAC
	Mgmt.Board	
	L,L&G Health Unit	

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## CONSENT AGENDA



**BROCKVILLE** *Police*  
**INTERNAL CORRESPONDENCE**

Ops- April

To: Conal Cosgrove  
Director of Operations

From: Adrian Geraghty  
Chief of Police

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Date: February 12, 2010

**RE: Operations Committee Meeting**

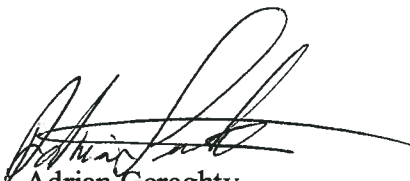
Dear Conal:

I understand that Councillor Noble will be bringing forward a motion to the Operations Committee on February 16, 2010 with reference to areas south of Water Street and including Water Street to be designated as a Community Policing Safety Zone.

As we are aware there are costs associated with setting up Community Safety Zones versus no cost to closing Block House Island to vehicular traffic.

As of January 1, 2010 the set fines for various infractions under the Highway Traffic Act have increased and with more aggressive enforcement from our new Community Oriented Police Unit I believe this can be controlled.

My concern on the Community Policing Safety Zone is where do we say no as other residents will want them in their neighbourhoods.



Adrian Geraghty  
Chief of Police

AG/he



**BROCKVILLE *Police***  
**INTERNAL CORRESPONDENCE**

*Operations Apr*

To:

From:

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Date: March 23, 2010

**OPERATIONS COMMITTEE MEETING APRIL 21, 2010**

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**Overnight Parking Restrictions in the Waterfront/Tunnel Bay Area:**

On February 25, 2010 I was instructed by the Police Services Board to provide a report and recommendations on the above overnight parking restrictions in the water front / Tunnel Bay area.

- In October, 2009 several complaints were received at the Brockville Police Service with reference to erratic driving on Block House Island. Our new C.O.P. Unit was deployed to this area resulting in several charges being laid for stunt driving, mischief and other related offences.
- In January, 2010 I attended a Council Meeting when it was suggested that the gates leading to the Island be closed each and every night as they are during the summer months.  
This suggestion was defeated at council and sent back to the Police Services Board.
- Presently there are "No Parking" signs erected at the entrance to the Island with time lines from 11:00 p.m. to 6:00 a.m..
- I do not recommend further "No Parking" signs to be erected due to the fact that the Police cannot and will not enforce "Selective Enforcement of No Parking".
- The majority of our complaints are on the parking area just south of the entrance where the young people congregate and act as spectators to the stunt driving and other infractions.

We, the Brockville Police Service, will continue to monitor this area and with the new fine system in January of this year it will become very costly to the driver if he or she chooses to commit an offence.

I do believe that by placing extra No Parking signs on the Island we are punishing the people who enjoy the scenery and also some networking.

  
Adrian Geraghty  
Chief of Police

{ItemDescription}

# Memo

To: Standing Committees  
From: Sandra Seale, City Clerk  
CC: BMAAC  
Date: April 14, 2010  
Re: BMAAC Recommendations for 2009-2010

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Under the Ontarians with Disabilities Act, 2001, each year, the Council of every municipality shall prepare an Accessibility Plan.

The 2009-2010 Accessibility Plan was approved by Council at the meeting of held March 9, 2010. At this meeting, the Clerk was directed to forward each of the recommendations contained in the 2009-2010 Accessibility Plan to the appropriate standing committee in April for review and direction.

Please see the BMAAC Recommendations for 2009-2010 attached. Each recommendation has been assigned to the appropriate standing committee.

The Brockville Municipal Advisory Committee will work with City Staff on any of the recommendations outlined in the plan.

A handwritten signature in blue ink, appearing to read "Sandi", is located below the main body of the memo.

# BMAAC RECOMMENDATIONS FOR 2009-2010

Barrier	Description	Time Frame/ Implementation	Costing Estimate (if applicable)	Standing Committee
Transportation	<p>Creation of a Transit User Do's /Don't List to be posted on both the conventional and Para-transit systems</p> <p><i>Would assist in ensuring driver, passenger, and city expectations are met and that safety is a top priority for all users</i></p>	<p><b>2010 - Priority A</b></p> <p>BMAAC is willing to create with City staff</p>		Operations
Transportation	<p>The Winter Controls Operations Policy in regards to snow removal at the city operated transit stop/transfer point at Court House be prioritized for snow removal. BMAAC has met in the past with city officials and understand restraints of our system BMAAC would like to meet with private ownership groups at the other transfer points to create a solution that benefits all users of our system</p> <p><i>Transfer points at the Power Centre, the Brockville Shopping Centre</i></p> <p><i>Customer service standards and accessibility to building standards could force such issues to be addressed and BMAAC wants to be proactive in this area</i></p> <p><i>Item has been a on accessibility plan since 2005</i></p>	<p><b>2010 - Priority A</b></p> <p>Meet with city officials and private ownership to discuss issue and create solution</p>		Operations

**Our Goal: Accessibility A Reality**

Barrier	Description	Time Frame/ Implementation	Costing Estimate (if applicable)	Standing Committee
Transportation	<p>A telephone information system be in place for individuals to receive information as to changes in routes/ maintenance of buses on the conventional bus system, and this system be updated as needed.</p> <p><i>BMAAC understands that changes have and will occur as a result of maintenance schedules etc. but realize how important this information will be to the users of the system. This will assist in the process of having users feel more comfortable in using the conventional system</i></p>	<p><b>2010 - Priority A</b></p> <p>Meet with City transit officials to create effective system</p>		Operations
Physical	<p>All Municipal washroom facilities are made accessible.</p> <p>BMAAC recommends accessibility upgrades to the facility at the Rotary Field House</p> <p><i>BMAAC continue to work with Senior Management Team of the City of Brockville to develop and implement an audit process of all city buildings and that BMAAC continue to provide recommendations as to the priorities for accessibility</i></p> <p><i>Item has been on accessibility plan since 2007</i></p>	<p><b>2010 - Priority B</b></p> <p>Rotary Field House: \$8000</p>		Operations

Barrier	Description	Time Frame/ Implementation	Costing Estimate (If applicable)	Standing Committee
Physical	<p>BMAAC continue working with city officials to work on the projects at the James Auld building and the access throughout Blockhouse Island</p> <p>BMAAC recommends that Blockhouse Island be made accessible by:</p> <ul style="list-style-type: none"> <li>• Installing accessible signage</li> <li>• Creating accessible curb cuts to the picnic area and playground area</li> <li>• Accessible doors to facility and upgrades to washrooms</li> <li>• Accessible Picnic Tables be put in parks especially in terms of replacement of existing tables</li> <li>• Repair the existing trip hazards along the pathways that are prevalent</li> </ul> <p><i>BMAAC provide the city with an Audit with a detailed list of priorities</i></p>	<p><b>2010 - Priority A</b></p> <p>Met with city officials to go over audit checklist, and created detailed listing of items to be completed</p>	<p>Signage: \$1000</p>	Operations
Physical	<p>BMAAC recommends the following improvements to the Brockville Arts Centre:</p> <p>Examine fire/emergency exit procedures and ensure in new seating chart that the exit routes and plans are clearly defined and explore possible alternatives for exits</p>	<p><b>2010 - Priority A</b></p>		Operations



Barrier	Description	Time Frame/ Implementation	Costing Estimate (if applicable)	Standing Committee
Physical	<p>That the City of Brockville create a door replacement program so that all exterior doors be replaced with automatic doors</p> <p><i>Legislation for building will be made by approximately 2015, and BMAAC feels that being proactive in this area will benefit the city in the long run</i></p> <p><i>Item has been on accessibility plan since 2008</i></p>	2010-2015 - Priority B	Accessible Doors- \$15,000- \$25,000	Operations
Physical	<p>The band shell at Hardy Park be made accessible for individuals who use wheelchairs, scooters, or have mobility issues</p> <p><i>BMAAC would request that an estimated cost of this project be completed by the City. Should this entail the hiring of an engineering firm, this money could be taken from the BMAAC capital account</i></p> <p><i>BMAAC will explore other alternatives such as involving schools to develop the project</i></p> <p><i>Item has been on accessibility plan since 2007</i></p>	2010-2011 - Priority B		Operations

Barrier	Description	Time Frame/ Implementation	Costing Estimate (if applicable)	Standing Committee
Physical	<p>BMAAC recommends to the City that the following accessibility concerns with respect to the Brockville Youth Arena:</p> <ul style="list-style-type: none"> <li>• Accessible doors (possibly already funded through Enabling Accessibility Fund)</li> <li>• Accessible parking spaces at the front of building</li> <li>• An accessible seating area at the southwest corner of the arena</li> </ul>	2010-2011 - Priority C	<p>Accessible Doors: \$15,000</p>	Operations
Physical	<p>BMAAC recommends the completion of existing projects at the Brockville Memorial Centre which have not been completed</p> <ul style="list-style-type: none"> <li>• Curb Cuts for the main entrance of the building</li> <li>• Curb Cuts/Ramp at the fire exits on the North side of the building</li> </ul> <p><i>Item has been on accessibility plan since 2005</i></p>	2010 - Priority A		Operations
Physical	<p>That all city buildings have visual alarm system with flashing lights, with the priorities being the Brockville Public Library, the Brockville Arts Centre, and the Brockville Memorial Civic Centre</p> <p><i>BMAAC would be willing to work with these facilities to ensure this project is completed</i></p> <p><i>Item has been on accessibility plan since 2005</i></p>	2010 - Priority A	<p>Memorial Centre estimate: \$4-5,000</p>	Operations

**Our Goal: Accessibility A Reality**

Barrier	Description	Time Frame/ Implementation	Costing Estimate (if applicable)	Standing Committee
Physical	<p>Install audio and time signals to assist the hearing impaired, mobility challenged, and our large senior's demographic in being able to navigate our city intersections in a safe manner</p> <p><i>BMAAC has created a prioritized listing of traffic intersections within the city that are critical access points to various locations, and are heavily used by pedestrians.</i></p> <p><i>BMAAC has created a prioritized list for city officials to review.</i></p>	2010 - Priority A	Approx. cost of \$10,000 per intersection	Operations
Transportation	Recognize the change in operation of the Para-transit system will be taking place in the coming year. BMAAC would be willing to assist in any capacity to ensure the levels of service are continued for the coming years	2009-2010 - Priority A		Operations
Transportation	BMAAC would like to work with city officials to create a bus stop at the Via Train Station, ensuring the bus stop is placed appropriately to future upgrades that are made to that facility. Ease of access to all transportation modes is critical to making a city accessible.	2010 - Priority A		Operations

April 12, 2010

## **Report to the Operations Committee - April 21, 2010**

**2010-063-04**

**Brockville Cemetery Board  
Pet Cemetery Issues**

**C.M. Larocque  
Secretary/Treasurer  
Brockville Cemetery Board**

### **RECOMMENDATION**

THAT Report Number 2010-063-04, Brockville Cemetery Board – Pet Cemetery Issues be received for information purposes.

### **BACKGROUND**

In a letter dated October 09, 2008 from a Mr. Don Flemming, Compliance Officer with the Ministry of Small Business and Consumer Services, Cemeteries Regulation Unit the Brockville Cemeteries Board were put on notice that burying of pets may not be allowed. Following this series of dialogues and e-mails and were involved in determining a process whereby we could change the City's by-law and incorporate the establishment of a Pet Cemetery. We were led through the process on how to go about this and in so doing we were to provide public notice, signage, etc.

There are three separate grounds for burying pets, known as Pet Cemetery "A", "B", and "C"

On January 27, 2009 Council passed the appropriate amending by-law. This and other supporting documents were forwarded to the Ministry. Despite all of what has been done we have now received a letter from the Registrar, Mr. Michael D'Mello that we cannot have a Pet Cemetery contained within the boundaries of Brockville Cemetery.

### **ANALYSIS**

It seems now that the required path in resolving the issues is as follows:

- The three Pet Cemetery Locations as suggested by The Registrar, Michael D'Mello, will have to be segregated and removed from the land description of the Human Cemetery portion. To do this each of these Pet Cemeteries will have to be surveyed by a licensed Ontario Land Surveyor (OLS)
- An application will have to be authorized by Council and submitted to the ministry to CLOSE Off these locations from the Human Cemetery. Once done, the separately identified Pet Cemeteries can continue as separate

entities. This separate Pet Cemetery entity could be operated by The City, a private Entrepreneur or by the Brockville Cemetery Board.

- These future separately identified Pet Cemeteries cannot enjoy the use of any monies or interest earned from the Perpetual Care Reserve Fund. As a consequence the Pet Cemeteries will have to stand alone as their own cost center earning their own revenue and absorbing their own costs.
- The cost of moving through the suggested close/paper separation procedure is estimated to be in the order of \$15,000 for surveys, title searches and document preparation.

The options for a path forward are:

1. Ask the Registrar to simply allow the Board to cease burying pets without the work and cost of a paper exercise that would remove (on paper) the pet lots from the human parameters. This option would sustain the Registrars opinion about the public interest being served in maintaining separation. It would however, in the opinion of the Board not be in the public interest to incur costs merely for a paper exercise.
2. Proceed on our own with an application to Close and Separate.
3. Wait, and take no action to determine if the Registrar will provide and official order to "Close and Separate"

Options 2 and 3 would incur the cost of the paper exercise.

In the meantime, the Board has ceased burying pets. This action will undoubtedly raise some questions and public relations issues among the citizens of Brockville.

We will keep you apprised as further developments occur.



C.M. Larocque  
Secretary, Brockville Cemetery Board



B. Casselman  
City Manager

**Minutes**  
**Of the**  
**CITY OF BROCKVILLE CEMETERY BOARD**

At its meeting of  
**Monday April 12, 2010**

**Call to order:**

By Muriel Greene at 11:00 AM .

**Attendance:**

Muriel Greene, Doug Grant, Darryl Cuthbert, Brian Porter, Bob Casselman City Manager, Superintendent, Dale Trickey Secretary/Treasurer, Mike Larocque.

Regrets,

Absent: Mike Lebel, Marvin Graves

**Chairperson's Remarks:**

Muriel Greene welcomed Bob Casselman to the meeting to discuss the Pet Cemetery Issue with Mr. Michael D'Mello, Registrar of the Provincial Cemeteries Branch.

After twenty minutes had passed, Secretary/Treasurer, M. Larocque called the Ministry in Toronto to ascertain why the Registrar had not yet shown up. The administrative assistant indicated he was not coming today as there must have been some mix up in the date. They will Call M. Larocque at home later in the day to indicate when they will be coming.

Chair, Muriel Green availed of the opportunity to discuss issues among ourselves and asked Secretary/Treasurer, M. Larocque to give the Board an update on the recent discussions he had with The City Manager Bob Casselman and the City Solicitor, John Simpson on March 18, 2010 at 2:00 PM

Mr. Larocque summarized those discussions as follows:

1. He reminded that the Board had made a previous verbal commitment by phone With the Registrar, Michael D'Mello that the Board would we would proceed with an application to "Close and Separate" the Pet Cemetery areas and that the Registrar under these conditions would allow the Board to continue the burial of pets.
2. He advised that the meeting with the City Manager and City solicitor produced a consensus that the high cost of surveys, land titles search and document preparation was probably not in the best "Public Interest" in so far as economics was concerned. Pursuant to this it was felt that City Council might not want to entertain such costs and that we should not proceed with a voluntary application to "Close" unless we were officially ordered to do so.
3. It was recognized and agreed at the City administration meeting that if we were not going to proceed voluntarily with the application then we should not continue the burying of pets.
4. The Secretary/Treasurer advised the Cemetery Board by phone that same day to cease burial of pets.
5. The City meeting group had hoped that we would next talk to the Registrar when he came to Brockville to consider the practicality of not conducting a costly paper exercise and seek his permission to allow us to quit burying without all of the expense.
6. If the Registrar doesn't go for this and then officially orders the Board to "Close" then we are right back to cost and paper exercise.
7. Following that, if and when the "Closure/Separation" process goes through then the Pet Cemetery functions are \ finished.
8. City Council would then have to decide if they want a Pet Cemetery either on the separated properties or on some other property. City Council would then consider if they wanted to operate it themselves, have the Cemetery Board operate it as a separate and distinct function, or farm/contract it out to a private entrepreneur.

9. A separate budget and accounting system should be developed and a cost benefit analysis done by the City to determine the financial practicality.

It was discussed and identified at this Cemetery Board meeting that there is a public relations issue with which we now have to contend as people will be wanting an explanation why we are no longer burying pets. It was agreed that the Secretary/Treasurer would prepare a report for the next Operations Committee Meeting of the city on April 21 at 4:00 to bring Council up to date.

City Manager, Bob Casselman concurred generally with the summary provided by the Secretary/Treasurer and advised that he himself had a few questions for the Registrar when we meet with him.

It was agree that the next regular meeting of the Cemetery Board scheduled for Wednesday April 21, be cancelled in order to allow the Board members time to attend the Operations Committee Meeting at City Hall.

ACTION REQUIRED: C. M. Larocque

ADJOURNMENT:

On motion of Brian Porter the meeting was adjourned at 12:00 PM

*Carried.*

NEXT MEETING

**Wednesday, May 18 2010 at 2:00**

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C. M. Larocque  
Secretary/Treasurer

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Muriel Greene  
Chairman

**March 23, 2010**

**REPORT TO OPERATIONS COMMITTEE – APRIL 21, 2010**

**2010-051-04**

**REPLACEMENT OF FIRE DEPARTMENT  
BREATHING AIR COMPRESSOR**

**C. DWYRE  
DEPUTY FIRE CHIEF**

**RECOMMENDED:**

THAT council supports the purchase of a new breathing air compressor to be utilized as an integral part of the Respiratory Protection Program of the Fire Department.

THAT the quotation received from M & L Supply Fire & Safety, for a Scott Simple Air Compressor model # AC0404364111 in the amount of \$26,295.10 be accepted.

THAT the funds in the amount of \$25,000.00 that were approved during the 2010 Budget Process and the additional \$1,295.10 from the departments Operational Equipment account be used toward this purchase.

**PURPOSE:**

The Brockville Fire Department has been at the forefront in developing a Respiratory Protection Program, our program formed in the early 1980's in conjunction with our Joint Occupational Health & Safety Committee has consistently provided our employees with a high quality air supply to be used with our breathing apparatus in both emergency and training evolutions. In addition to our own department air supply needs, we have provided many of the surrounding area fire (SCBA), police (dive teams) departments as well as the St. Lawrence College pre-service Fire Fighter Program (SCBA) with breathing air when required.

The breathing air compressor is the most important component of our fire department Respiratory Protection Program. A breathing air compressor is designed to deliver a quality supply of air with a variety of built-in safety features. A breathing air compressor is one of three parts to the air supply system. The primary function of this equipment is to purify, remove moisture content to a desired level and then pressurize the purified air supply to 4500 to 6000 PSI. The remainder of the system is made up of a storage bank of four cascade cylinders and a filling station where the stored /purified air is transferred to the air bottles used on the back packs worn by firefighters in their fire suppression duties. The air supply that is used by firefighters is required to meet or exceed all recognized respiratory air standards as set out by CSA Z180.1-00 breathing air standards.

The present system owned and operated by the fire department has had the air filling station replaced in 2007. The cascade storage cylinders are original equipment and remain in good condition. The compressor/purification system has been taken out of service and the estimate for repairs exceed the value of the equipment.



## **BACKGROUND:**

The fire department has been using the same compressor for over twenty five years and has been experiencing repeat mechanical problems for the past five or six years. In February of this year a major mechanical breakdown shut the system down completely forcing our department to rely on a neighboring fire department for a reliable supply of breathing air. To fully evaluate the necessary repairs required to our compressor it had to be disconnected and removed from the present location – the evaluation identified that the cost of repairs and a total rebuild of the unit was not a feasible solution with the expected working/life remaining on the unit.

At the present time a loaner compressor unit has been obtained and installed in the fire station until a replacement compressor is purchased.

To meet the established standards that our Respiratory Protection Program has set for the protection of our own employees, and to comply with federal standards, it is important that we maintain a reliable air purification system. Our present program requires us to change the air in each of our self contained breathing apparatus (SCBA) on a quarterly schedule. Additional compressed air is necessary during or after any emergency situation or training sessions.

As previously mentioned, we fill air bottles for other fire & police departments, the St. Lawrence College Pre-service Fire Fighter program, other city departments, private industry and services within the city – a reliable operating system is a must.

## **ANALYSIS/OPTIONS:**

Quotations have been received from six (6) suppliers of breathing air compressors that will fit into our existing air purification system. Prices range from \$26,295.00 to \$34,555.35 - the quotations received were for three (3) different brand names of air compressor - Scott, CompAir/Mako and Jordair (4). All models will satisfactorily fit into our existing system.

The quotations include a Carbon Monoxide and moisture monitoring system that is a new requirement in 2010 and would have to have been added to any existing air compressor during this year to meet federal standards.

All quotations include installation/set-up, staff training and the first air sample test.

The safety requirements and considerations in having a reliable operational air compressor/purification system make the replacement of the present unit a priority for this department.

Quotations are attached.

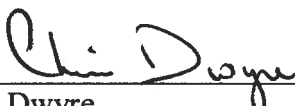
**FINANCIAL CONSIDERATIONS:**


The replacement of the compressor/air purification unit was inevitable. This administration has attempted to keep it operational at a minimal cost over the past five years with expectation that it might have lasted until 2011.

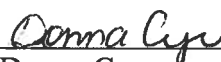
With the funding of \$25,000 specified in the Budget Process an additional \$1,295.10 of the costs will be taken from the department 2010 - Operational Equipment Account.

**CONCLUSION:**

It is recommended that we accept the lowest of the quotations received – being that from M & L Supply Fire & Safety in the amount of \$26,295.00 for a Scott Simple Air Compressor, model #AC04043644111.

  
\_\_\_\_\_  
C. Dwyre  
Deputy Fire Chief

  
\_\_\_\_\_  
B. Casselman  
City Manager

  
\_\_\_\_\_  
Donna Cyr  
Director of Finance

## **BREATHING AIR COMPRESSOR QUOTATIONS 2010**

### **M&L SUPPLY FIRE & SAFETY**

- Scott Simple Air Compressor AC0404364111 3 Phase, 10 HP, 6000 PSI, CO & Dew Point Monitor System Set up, Training, and Air Sample included		\$23,270.00
	Taxes	\$1,861.60
		<u>\$1,163.50</u>
	<b>Total</b>	<b>\$26,295.10</b>

### **COMPAIR CANADA INC.**

- CompAir MAKO Breathing Air Compressor BAM06H-E3 14 CFM, 6000 PSI, 3 Phase 60 Hz motor Carbon Monoxide & Moisture Monitor Installation, start up, initial air sample & training		\$19,511.00
		\$3,977.00
		<u>\$1,170.00</u>
		\$24,658.00
	Taxes	\$1,972.64
		<u>\$1,232.90</u>
	<b>Total</b>	<b>\$27,863.54</b>

### **PSI COMPRESSORS INC.**

- Jordair Air Kat 6-1214-3E 10 HP, (230/3/60), 4 stage, 6000PSIG, 15.87 CFM CO Monitor with Calibration Kit , Installation included Air Sample		\$21,708.00
		\$3,997.00
		<u>\$375.00</u>
		\$26,080.00
	Taxes	\$2,086.40
		<u>\$1,304.00</u>
	<b>Total</b>	<b>\$29,470.40</b>

**ACKLANDS GRAINGER INC.**

- Jordair Air Kat 6 -1214-3E	
6,000 PSI, 13 CFM, 3 Phase, 10 HP	\$22,618.00
CO Monitor & regulator	<u>\$3,855.92</u>
	\$26,473.92
	Taxes \$1,323.70
	<u>\$2,117.91</u>
	\$29,915.53
Installation, start up, air sample	\$1,875.90
	Taxes \$93.79
	<u>\$150.07</u>
	<b>Total \$32,035.29</b>

**LEVITT-SAFETY**

- Jordair Air Kat 6-1214-3E	
Vertical, 3 phase, 13 SCFM, 10 HP	\$24,995.00
JCOM-5 CO Monitor	\$2,495.00
JCOM-H Regulator for CO monitor	\$899.95
Installation & Labour	\$500.00
Air Quality Analysis	<u>\$375.00</u>
	\$29,264.95
	Taxes \$1,463.25
	<u>\$2,341.19</u>
	<b>Total \$33,069.39</b>

**CANADIAN SAFETY EQUIPMENT INC.**

- Jordair FireKat 6 1214-3EU Compressor	
10 HP, 15.8 SCFM	
Includes Carbon monoxide monitor & calibration kit	
Air test, installation freight and training	\$30,579.97
	Taxes \$1,528.99
	<u>\$2,446.39</u>
	<b>Total \$34,555.35</b>

April 14, 2010

REPORT TO THE OPERATIONS COMMITTEE – April 21, 2010

2010-066-04

2009 FIRE DEPARTMENT ANNUAL REPORT

H. JONES  
FIRE CHIEF

RECOMMENDATION

That Report #2010-066-04, 2009 Fire Department Annual Report be received for information purposes.

PURPOSE

This report outlines the various activities and achievements accomplished during 2009. The intent of this report is to keep the Committee, Council and the public current with the programs performed by the Brockville Fire Department.

BACKGROUND



This report is being submitted to Council in accordance with Brockville City By-law 12-87 – Fire Department Establishing and Regulating By-law.

POLICY IMPLICATIONS

There are no policy implications at this time.

FINANCIAL CONSIDERATIONS

There are no policy implications at this time.

  
\_\_\_\_\_  
H. Jones  
Fire Chief  
\_\_\_\_\_  
B. Casselman  
City Manager





**FIRE PREVENTION DIVISION**

**Fire Station #1**  
61 Perth St.  
Brockville, Ont. K6V 5C6  
Tel: (613) 498-1363  
Fax: (613) 498-1411

**FIRE DEPARTMENT**

**ADMINISTRATION DIVISION**

**Fire Station #2**  
360 Laurier Blvd.  
Brockville, Ont. K6V 6C5  
Tel: (613) 498-1261  
Fax: (613) 342-7791

April 7, 2010

His Worship Mayor David Henderson, and Members of  
City Council  
City Hall  
1 King Street West  
Brockville, ON  
K6V 7A5

Mayor Henderson and Members of Council:

I am pleased to present the 2009 Annual Report of the Brockville Fire Department. This report outlines the activities and achievements which would not be possible without the on-going support of Council and the expertise, dedication and hard work of all our staff.

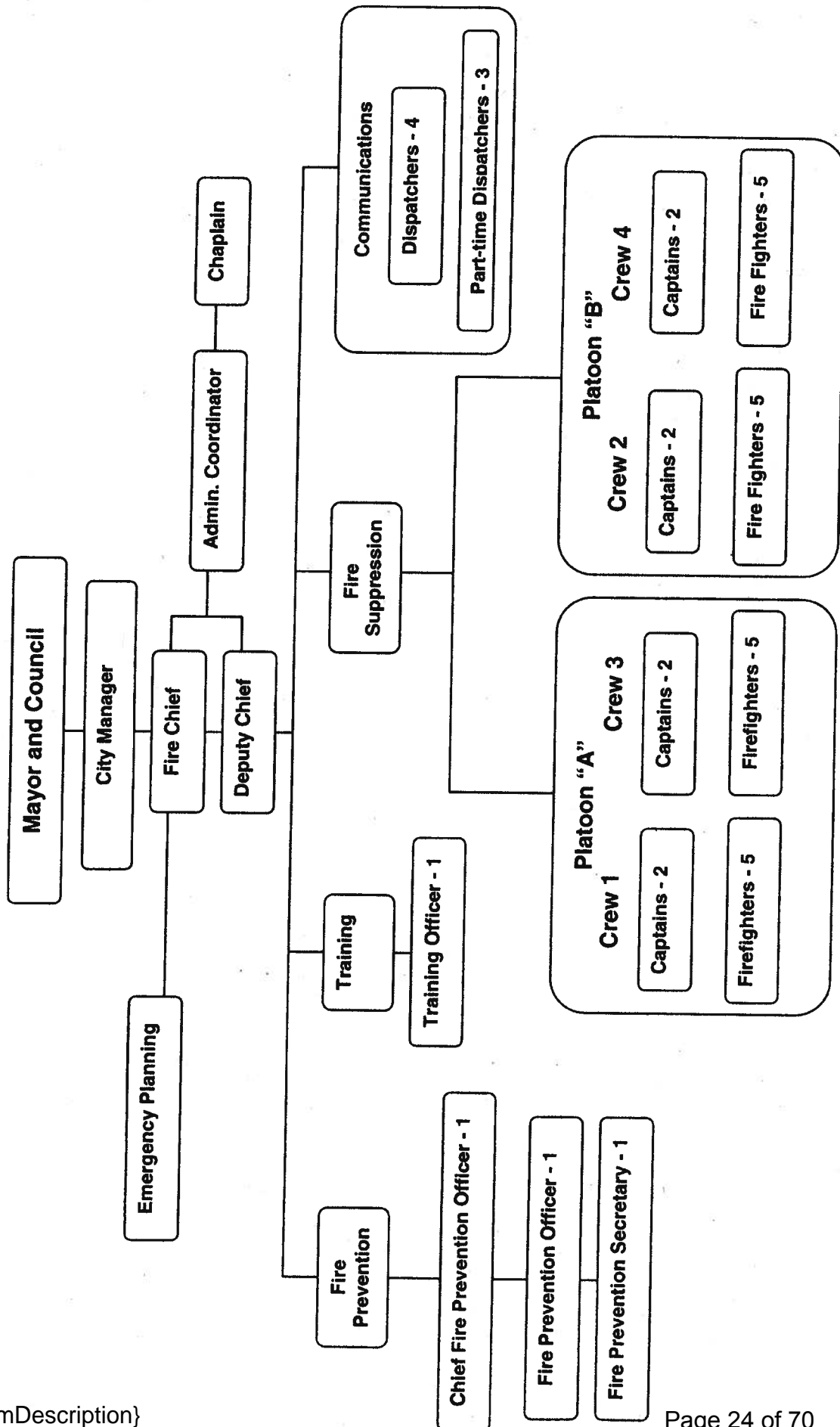
We look forward to the many challenges that 2010 will present as we strive to keep our City as fire safe as possible.

Respectfully submitted,



H. Jones  
Fire Chief  
City of Brockville

# Brockville Fire Department





## BROCKVILLE FIRE DEPARTMENT SENIORITY LIST

Name	Rank	Employment Date
Harry Jones	Fire Chief	June 01, 1977
Chris Dwyre	Deputy Chief	March 02, 1981
Sara Lee	Admin. Coordinator	March 17, 1980
Linda McLennan	Secretary – Fire Prev.	June 12, 1989
Randy Burke	Chief Fire Prev. Officer	July 29, 1981
John Paul	Captain	July 22, 1985
John Inglis	Captain	January 05, 1987
Elise Runions	Dispatcher	January 05, 1987
Greg Healy	Fire Prev. Officer	September 08, 1987
Rob Ashton	Captain	July 17, 1989
Craig Mason	Captain	July 17, 1989
Greg Watt	Captain	July 17, 1989
Royal Metcalfe	Captain	July 31, 1989
Renny Rayner	Training Officer	January 02, 1990
Peter Jonker	Captain	September 23, 1991
Travis Cauley	Captain	September 30, 1991
Doug Pert	Firefighter	October 25, 1993
Kyle Karasiuk	Firefighter	August 19, 1996
Dan Culhane	Firefighter	December 16, 1996
Kevin Harper	Firefighter	January 06, 1997
Dave Scott	Firefighter	October 26, 1998
Dave Collins	Firefighter	February 01, 1999
Scott Smith	Firefighter	August 07, 2000
Dan Reitsma	Firefighter	September 03, 2002
Rob van den Bosch	Firefighter	September 03, 2002
Matt Tyo	Firefighter	April 14, 2003
Brian McCarthy	Firefighter	September 29, 2003
Ryan Wells	Firefighter	June 10, 2004
Scott Steele	Firefighter	June 21, 2004
Scott Hayward	Firefighter	July 05, 2004
John Bain	Firefighter	September 16, 2004
Travis Brennan	Firefighter	September 08, 2005
Greg Clements	Firefighter	September 12, 2005
David MacLeod	Dispatcher	May 01, 2006
Stewart DeJong	Firefighter	November 15, 2007
Sarah Durant	Dispatcher	March 31, 2008
Tyler Ducharme	Firefighter	July 9, 2009
Justin Jager	Firefighter	July 10, 2009
Jason Merkley	Dispatcher	August 3, 2009

## Personnel Changes in 2009

June 30, 2009	-	Captain R. Metcalfe retired
June 30, 2009	-	Captain M. Bailey retired
July 1, 2009	-	Firefighter T. Cauley promoted to Captain
July 1, 2009	-	Firefighter C. Mason promoted to Captain
July 6, 2009	-	Dispatcher G. Slater retired
July 6, 2009	-	Captain R. Rayner became Training Officer
July 9, 2009	-	T. Ducharme commenced employment as a Probationary Firefighter
July 10, 2009	-	J. Jager commenced employment as a Probationary Firefighter
August 3, 2009	-	J. Merkley commenced employment as a Dispatcher
September 8, 2009	-	Firefighter T. Brennan was promoted to First Class Firefighter
September 12, 2009	-	Firefighter G. Clements was promoted to First Class Firefighter
October 13, 2009	-	Dispatcher S. Durant was promoted to Third Class Dispatcher
November 15, 2009	-	Firefighter S. DeJong was promoted to Second Class Firefighter

## **FIRE PREVENTION DIVISION**



## **2009 YEAR END REPORT**

**To: Harry Jones, Fire Chief**

**From: Randy Burke, Chief Fire Prevention Officer**

**Date: March 10, 2010**

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## 2009 INSPECTION PROGRAM

**Complaint inspections** are conducted as the result of a complaint regarding a possible Fire Code violation. All complaint inspections are followed up with correspondence in the form of a letter or a note to file. We are required by legislation to do complaint inspections (FPPA)

**Request inspections** are usually conducted for a new occupancy, licensing or sale of a property. There is a fee for such inspections. Again, legislation dictates we do requested inspections.

**Inservice inspections** are conducted by the firefighters under the direction of the fire prevention division. The reports are prepared by the captains and forwarded to fire prevention for approval and mailing. The firefighters conduct the initial re-inspection and any follow-up beyond that is conducted by fire prevention.

**Routine inspections** are conducted when concerns come to our attention by other means (i.e. – home inspection program, retrofit, general enquiry, etc.)

**Investigation inspections** are conducted as the result of a fire response.

### Inspections

During 2009 a total of **219** property inspections were conducted through the fire prevention division. This number does not include inspections of outdoor fireplaces.

Breakdown by Inspection type:

Complaints	35
Investigation	1
Requests (fee)	37
Routine	47
Inservice	99

**Outdoor Fireplaces:** In addition to the above noted inspections, **38 outdoor fireplaces** were inspected and approved. See re-inspections below for more information.

**NOTE:** A number of complaint inspections led to some serious fire safety hazards being observed by the inspector which caused the filing of Section 15 Notices under the Fire Protection and Prevention Act, 1997 (FPPA), known as an “Immediate Threat to Life”. These notices create an increased workload and are time consuming for the inspectors as the inspector must meet the criteria set out in the FPPA. In 2009, **7 immediate threats to life** were recognized and dealt with by the fire prevention division. One of these inspections resulted in one building being ordered closed under the authorization of the Ontario Fire Marshal.

### Task Force Inspections

A fire department inspector was part of a city task force that included 2 city police officers, the AGCO liquor inspector and the Health Unit tobacco inspector. cursory inspections were done of liquor-licensed restaurants/bars in both May and October and these 24 cursory inspections are included in the total inspection numbers listed above.



### Re-inspections

The inspection numbers above do not include the **213 follow-up re-inspections** that took place to ensure compliance with the Ontario Fire Code. The Inservice inspections created 72 re-inspections while the two fire prevention officers completed 141 re-inspections.

This number does not include outdoor fireplace re-inspections which sometimes required 2 re-inspections for each fireplace to get compliance with the city standard for installation.

### Major Occupancy Inspections

**Occupancy** means the use or intended use of a building or part thereof for the shelter or support of persons, animals or property. **Major occupancy** means the principal occupancy for which a building or part thereof is used or intended to be used, and includes the subsidiary occupancies that are an integral part of the principal occupancy. Occupancy type definitions are included below.

#### Breakdown by Occupancy:

Assembly (A)	83
Care & Treatment (B)	4
Residential (C)	85
Business & Personal (D)	4
Mercantile (E)	37
Industrial (F)	6

#### Breakdown by Property type:

Residential (incl. retrofit and apartment bldgs.)	67
Restaurants & food service	83
Assembly (arenas & halls)	11
Schools	15
Health Care	5
Hotels/Motels	6
Rooming, boarding, lodging	7
Commercial & retail	15
Industry	4
Mixed occupancies	6

### Occupancy Definitions:

**Assembly** occupancy means the occupancy or the use of a building, or part thereof, by a gathering of persons for civic, political, travel, religious, social, educational, recreational or like purposes or for the consumption of food or drink.

**Business and personal services** occupancy means the occupancy or use of a building or part thereof for the transaction of business or the rendering or receiving of professional or personal services.



**Care and treatment** occupancy means an occupancy in which persons receive special care and treatment.

**Care** occupancy means an occupancy in which persons receive special or supervisory care because of cognitive or physical limitations, but does not include a dwelling unit.

**Care or detention occupancy** means the occupancy or use of a building or part thereof by persons who (a) are dependent on others to release security devices to permit egress, (b) receive special care and treatment, or (c) receive supervisory care.

**Industrial** occupancy means the occupancy or use of a building or part thereof for assembling, fabricating, manufacturing, processing, repairing or storing of goods and materials.

**Mercantile** occupancy means the occupancy or use of a building or part thereof for the displaying or selling of retail goods, wares or merchandise.

**Residential** occupancy means the occupancy or use of a building or part thereof by persons for whom sleeping accommodation is provided but who are not harboured or detained to receive medical care or treatment or are not involuntarily detained.

### **Inspection Orders**

A total of **5 Inspection Orders** were issued in 2009 against tenants or property owners. Inspection orders are issued when certain life and fire safety issues cannot be specifically dealt with under the Ontario Fire Code regulation. One order dealt with the closing of a building while the other 4 were issued to deal with hoarding issues. Two hoardings also required the issuance of an Immediate Threat to Life order as well (Section 15 Posting of the FPPA). The orders required re-inspections to ensure compliance and these re-inspection numbers are included above.

### **Electrical Inspection Orders**

Observations during an inspection may cause an inspector to issue an Electrical Inspection Order to the Electrical Safety Authority (ESA) for a follow-up inspection by the ESA to ensure the wiring in a building is in compliance with the Electrical Code. A total of **3 Electrical Inspection Orders** were issued this year.

### **Plans Reviews**

**28 Plans Reviews** were also conducted by the fire prevention division. These reviews are done in regards to fire access routes to building as well as proper hydrant placement. Plans are scaled and comments returned to the Planning Department. Site inspections are required in some instances to verify drawing specifications.

### **Fire Safety Plans Reviews**

Changes in the 2007 Ontario Fire Code has required the updating of a large number of fire safety plans required for specified properties. To assist property owners/tenants in meeting their responsibilities, a new fire safety plan template was developed by the chief fire prevention officer and is offered on a CD format to owners for a fee. **25 Fire Safety Plan reviews** were completed in 2009, with many being sent back for changes. Some fire safety plans are reviewed 2 or 3 times before approval by the chief fire official is achieved. Unfortunately, this is a very time consuming process for the chief fire official approving these plans.



## **FIRE INVESTIGATIONS**

We are pleased to report that very few fire investigations had to take place this year. There were **4 fire investigations** done; 2 structural fires and 2 vehicle fires. One of the vehicle fires caused severe damage to the residence it was parked adjacent to; therefore the structure was not investigated. Both vehicle fires were investigated by the police and appeared to be arson.

No injuries or deaths resulted from these fires.

## **2009 PUBLIC EDUCATION PRESENTATIONS**

**25 scheduled presentations** were conducted by Fire Prevention staff during 2009, reaching an audience of 905 people.

The presentations were generated as the result of fire safety concerns within the various organizations in the city, or through a direct request for staff training in fire safety procedures. These presentations usually involved fire department apparatus (i.e. fire extinguisher tutor, 9-1-1 simulator, fire safety videos) and in some cases required hands-on training for those involved.

The people involved in these public education sessions range from pre-school children to students at the college level, health care workers, seniors' groups and employees from many areas of the workforce; including industry and the food service sector.

As part of our public education program, a large quantity of brochures, books, and other fire safety teaching materials were distributed at community events which were coordinated through fire prevention and attended by both fire prevention personnel and the firefighters. These included such events as school fairs, Canadian Tire Days, Home Depot's Fire Safety Awareness Day, St. Lawrence Park's Beach Party and other community events held throughout the city. In some cases, firefighters allowed young children to sit behind the wheel of the fire truck and explained the fire fighting equipment on the trucks to both children and adults. The firefighters are always well received at community events and enjoy the interaction with the general public. When possible, our walkabout Sparky was in attendance to further promote fire safety education.

A large selection of fire safety videos is available through the fire prevention office and along with being used in several of our presentation, these videos are also loaned out to schools and businesses and organizations upon request.

During fire prevention week, two contests were run in the elementary schools. One of these contests was developed by fire prevention and more than 800 entry forms were circulated to the schools. Another contest developed by the Fire Marshal's Public Fire Safety Council was also distributed to the schools by this division. These contests were developed to encourage the testing and maintenance of smoke alarms and escape planning in the home.

During the Fall "change your clock, change your battery" smoke alarm campaign, the firefighters are involved in an in-service program where they attend every classroom in the city's schools and change the battery in the smoke alarm teaching aide plaque that was donated to every classroom. The batteries are provided by the fire department free of charge. This allows an





opportunity for the firefighters to speak with the students to remind them of the importance of having their parents check their smoke alarm at home and change the battery where required.

Not included in the above numbers are the many public service announcements which are published in local newspapers and aired on Brockville's two radio stations. Fire safety messages were delivered through the media to Brockville residents and the large surrounding area throughout the year, with particular emphasis during Fire Prevention Week in October and during the vulnerable Christmas holiday season.

Although the fire prevention division oversees the public education effort, the fire fighting crews are involved when and where possible.

### **2009 FIRE PREVENTION GENERATED INCOME**

The following is a breakdown of the income generated (billed) by the fire prevention division in 2009:

File Search Requests:	43 @ \$23.00	989.00
Fire Safety Plan CD's	3 @ \$10.50	31.50
	7 @ \$10.75	75.25
Occupant Load Plaques	1 @ \$20.50	20.50
	1 @ \$20.75	20.75
Requested Inspections	7 @ \$94.00	564.00
	9 @ \$96.00	864.00
	1 @ \$124.00	124.00
	4 @ \$134.00	402.00
	1 @ \$190.00	190.00
	11 @ \$50 BACLA	550.00
Emergency Placards	88 @ \$1.00	88.00
<b><u>TOTAL</u></b>		<b><u>\$4147.00</u></b>



## FIRE PREVENTION TRAINING & EDUCATION

A number of training courses and seminars were attended by fire prevention staff throughout 2009. These included;

**Chief Fire Prevention Officer:**

- 2 certification courses at the Ontario Fire College
- FPO Seminar at the Ontario Fire College
- Residential Sprinkler Seminar re changes to Bldg Code
- Hoarding Seminar – Part 1
- Accessibility for Ontarians with Disabilities Act Training

**Fire Prevention Officer:**

- 1 certification course at the Ontario Fire College
- OMFPOA Training Symposium
- Accessibility for Ontarians with Disabilities Act Training

**Fire Prevention Secretary:**

- Accessibility for Ontarians with Disabilities Act Training

Throughout the year, fire prevention staff provided training in house to the on-duty fire crews in the areas of in-service inspections and report writing, as well as on the Home Fire Safety Awareness Program. As requested, each crew was provided with refresher courses to assist them with their annual inspection duties. **8 training sessions** were provided to on-duty personnel in 2009.

## MEETINGS

Fire prevention staff spends a great deal of their time in meetings with other agencies or city staff as well as on the telephone answering inquiries to fire safety issues. In 2009, **the chief fire prevention officer attended over 180 meetings on behalf of the fire department.** These included a number of meetings for Project Encore at the Arts Centre, as well as the proposed Tall Ships Landing project.

These meeting numbers do not include phone meetings that take place on a regular basis with engineers and architects on building projects, or with the Office of the Fire Marshal. A great deal of the fire prevention office's time is spent on the telephone responding to requests for information on fire safety requirements for buildings and other general fire safety information. We also do a number of inspection assists with other fire departments in our area.

Quarterly meetings of the Ontario Municipal Fire Prevention Officers Association (OMFPOA) were attended this year by the fire prevention officers, where training sessions are provided and information is shared amongst attending municipalities.

Court proceeding took up a large amount of fire prevention officers' time; not only in filing court documents and writing prosecutor briefs, but both officers went to trial this year on 2 separate occasions.



# **HOME FIRE SAFETY AWARENESS PROGRAM**



## **2009 YEAR END REPORT**

**To: Harry Jones, Fire Chief**

**From: Randy Burke, Chief Fire Prevention Officer**

**Date: January 6, 2010**

## HOME FIRE SAFETY AWARENESS PROGRAM - 2009 REPORT

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I am pleased to provide you with a 2009 year end report on our Department's ongoing Home Fire Safety Awareness Program. This was the third year of the program. A one page synopsis is attached for your perusal.

In 2009, a total of 1183 homes were approached and of those, 607 residents welcomed the firefighters to conduct a fire safety inspection of their home. Access was denied to 43 homes in the city. This number is up from the previous two years. As you recall, poor weather affected the number of houses visited last year.

As in past years, homeowners who were not home at the time of the firefighters' visit were left a notice indicating they could contact this Department if they wished to set up an appointment for an inspection. A few homeowners have called to request an inspection and the captain in charge of that area of the city was informed and requested to follow up. The program ran from mid May to mid October.

### Smoke Alarms

Of the 607 homes inspected last year, 67 did not have a smoke alarm on each level of the home, and 22 did not have a working smoke alarm in the sleeping area. Firefighters replaced a total of 20 smoke alarm batteries where required. This was done at no cost to the home owner.

7.7% of the homes had smoke alarms installed in locations that were not appropriate. The firefighters advised or assisted occupants with the re-location of the alarms. Hopefully, this will assist in the reduction of nuisance alarms which, as you are aware, is one of the goals of this program. 85% of residents of the homes inspected said they regularly test their smoke alarms.

20 smoke alarms were temporarily installed (on loan) in those homes that did not have a smoke alarm outside the sleeping area. This practice ensures the firefighters meet our

Department's policy of never leaving a home without a working smoke alarm. In some cases, where possible, alarms were relocated to protect the sleeping area.

### **Home Escape Planning**

60% of the residents of the homes inspected stated they had a home escape plan, however only 38% of that group actually practised their plan.

### **Accessory Apartments in the Home**

Fifteen properties were indicated to have accessory apartments in the residence and a follow-up is being done by Fire Prevention for Fire Code compliance.

### **Batteries**

Firefighters recorded a total of 20 batteries having been installed as part of this program. This service is provided free of charge to homeowners. This battery program is not only greatly appreciated by the public, but it also relieves the firefighters of the responsibility of handling money, making correct change, and preparing receipts.

## SUMMARY

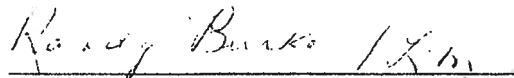
Since the program commenced on May 15, 2007, a total of 2984 residences were approached to conduct a home safety inspection. Of the dwelling units visited to date, 1625 homes have been accessed for inspection . 103 homes were not inspected as access to the property was denied.

With respect to the firefighters conducting these inspections, we continue to hear positive feedback from them. The feedback from Brockville residents indicates the program is still being well received by the community at large.

We are pleased to report that a small percentage of our homes were found to be lacking in the area of required smoke alarms and only a small number were recommended for re-location of alarms.

Escape planning remains an area of concern with 40% of homes having no escape plan, and of those that do have a plan in place for their families (verbal or written), only 38% stated they actually practise it.

I trust this report provides the information you require.

A handwritten signature in dark ink, appearing to read "Randy Burke", is written over a horizontal line.

Randy Burke, Chief Fire Prevention Officer



## HOME SAFETY AWARENESS PROGRAM

### 2009 SYNOPSIS

	<u>2009</u>	<u>To Date</u>
Number of residences approached .....	1183	2984
Number of homes not accessed .....	576	1359
Number of homes denying access to firefighters.....	43	103
Number of homes inspected .....	607	1625

#### Of the 607 homes inspected in 2009, the following data was collected:

##### Smoke Alarms:

Number of homes without a smoke alarm on every level.....	68 (11%)	114 (7%)
Number of homes without a smoke alarm in sleeping area .....	23 (3.8%)	35 (5.7%)
Number of homes with smoke alarms not properly installed .....	61 (10%)	92 (5.6%)
Number of homes requiring smoke alarms to be relocated .....	47 (7.7%)	91 (5.6%)
Number of homeowners not testing smoke alarms regularly .....	88 (14.5%)	184 (11.3%)

##### Escape Planning:

Number of homes without a fire escape plan .....	241 (40%)	663 (41%)
Number of homes with fire escape plan who practice their plan ....	138 (38%)	391 (35%)

##### Accessory Apartments:

Number of homes found to have accessory apartments .....	15* (2.5%)	23* (1.4%)
--	------------	------------

##### Batteries:

Number of batteries installed during the inspections .....	20 (3.5%)	91 (5.6%)
--	-----------	-----------

- \* This number only represents accessory apartments in the homes visited.  
Others were noted and will be investigated further, but firefighters did not do an inspection of these premises.

## **2009 EQUIPMENT UPGRADES & REPLACEMENTS And FIRE STATION REPAIRS**

During 2009 the fire department continued to upgrade and replace our aging **Hurst Jaws of Life** equipment to meet today's standards and expectations for automobile extrication.

- a new **Hurst Triple Pump Power unit** was purchased, this power supply allows for simultaneous line operation for three rescue tools. Meaning that three rescue workers have the advantage of operating from the same power unit without alternating use, changing out tools or flipping any levers. Tools can be exchanged on one line without interrupting the operation of the second or third line.
- the power supply line coupling system on our main set of extrication equipment was replaced by a user friendly **Streamline Coupling system** which simplifies the connecting and disconnecting of hydraulic rescue tools and saves valuable time at the rescue scene. It is our intention during 2010 to change the coupling system on our smaller hydraulic system - a combination extrication tool. By changing the coupling systems on the remainder of our tools all of our equipment will be compatible with the tools used by surrounding fire departments.
- the air bag rescue system has been replaced by a **Hurst/Vetter Airbag 67 System** the new system has two airbags, one with the capability to lift 21 ton and the other 34 ton.

The replacement of Self Contained Breathing Apparatus in our Respiratory Protection Program is an ongoing project. Three **Scott 75 SCBA** units were purchased this year, bringing the total number of replaced units to-date to fifteen.

The protective clothing – **Bunker Gear** replacement program is another of the on-going required annual purchases. Under normal working conditions the bunker gear has a projected life expectancy of eight to ten years. This year the department purchased a total of five sets of bunker gear, three replacement sets and two sets for new employees. The product line used at BFD is the **Globe GX7** model.

The department purchased materials and a staff member designed and constructed a **Bunker Gear Drying Rack** as part of our equipment maintenance program. A **Fire Fighter Survival training simulator** was also designed and built by staff members.

A much needed **refurbishment - body work/ paint job** was completed on Tele-Squirt 2, a 1996 Pierce Quantum model, 65' ladder, front line response vehicle.

Safety concerns have been addressed and alterations were completed early in 2009 in the upper level of the hose tower and some additional shelving for storage was installed in the Annex at Station One.

The exterior door and window trim along with the fire escape of the training tower were repainted at Station 2.



**BROCKVILLE FIRE DEPARTMENT - ST. LAWRENCE COLLEGE**  
**PRE-SERVICE FIRE FIGHTER PROGRAM PARTNERSHIP**

The partnership between the City of Brockville, the Brockville Fire Department and St. Lawrence College with the Pre-service Fire Fighter program was established in September of 2004.

A number of our staff are hired by the college as instructors and teaching assistants during their off duty hours.

Three of the present staff members of this department are graduates of the SLC program.

The program is set up where the fire department is compensated by the college for use of the Station 2 – training tower by daily use.

- apparatus and equipment by the hours of operation
- fuels and consumable products are billed at cost.
- specialty training courses.
- compressed breathing air – by the bottle per fill.

During 2009 the college was charged the following fees:

- Station – facilities use	=	\$3,077.00
- Apparatus & equipment use	=	\$4,861.50
- Fuels & consumable products	=	\$147.59
- Specialty courses	=	\$4,696.00
- SCBA breathing air/fills	=	<u>\$1,509.50</u>

Total        =    \$14,291.59

Please see attached letter from Beverlie Dietze  
SLC Campus Dean



January 27, 2009

To Whom It May Concern:

Re: **Partnership between Brockville Fire Department and  
St. Lawrence College Pre-Service Firefighter Program**

2288 Parkdale Avenue  
Brockville, ON K6V 5X3  
T 613-345-0660 F 613-345-2231

2 Belmont Street  
Cornwall, ON K6H 4Z1  
T 613-933-6080 F 613-937-1523

100 Portsmouth Avenue  
Kingston, ON K7L 5A6  
T 613-544-5400 F 613-545-3920

[www.stlawrencecollege.ca](http://www.stlawrencecollege.ca)

The partnership between the Brockville Fire Department and St. Lawrence College, Brockville is integral to St. Lawrence College being able to offer the Pre-Service Firefighter Program in this community.

The relationship established in this partnership allows students to have access to firefighters who provide the students with opportunities to discuss how the theoretical elements being taught in the classroom are implemented in the field. The firefighters, Captains, Deputy Chief and Fire Chief provide input into the curriculum outcomes and the implementation of the practical training exercises that the Pre-Service Firefighter students are required to achieve throughout their program. Many of the Brockville Fire Department staff support our faculty in accessing the knowledge, skills and abilities of our students relative to the prescribed curriculum. They also are involved in the Program Advisory Committee. This input is essential to ensuring we produce quality graduates.

In addition to the human resource expertise that we have access to, the use of the training facilities at the fire station is essential to the program. In essence, without access to both the firefighter professionals and the facilities, St. Lawrence College, Brockville would not be able to offer this program. This partnership is essential to our program.

If you require further information, please feel free to contact me.

Yours truly,

A handwritten signature in cursive script, appearing to read "Beverlie Dietze".

Beverlie Dietze, Ph.D.  
Campus Dean



## Brockville Fire Department 2009 YEAR END STATISTICS

Fire Fighting Division		YTD	LYTD
Fire Calls		560	599
First Responder Calls		96	95

### Fire Losses

Building & Content	\$352,250	\$440,050
Vehicles	\$282,100	\$38,500
Other	\$2,751	\$1,070

### Training

Training Hours	6,601.25 hrs	6,856.75 hrs
Inservice Inspections	1,629.25 hrs	1,218 hrs
Other-Bldg, veh/equip mtnc	6,359.5 hrs	6,211 hrs

### Fire Prevention Division

Inspections	284	220
Re-Inspections	141	126
Public Education Presentations	32	46
Inspection Reports	314	309
Charges Laid	5	3
Fines	\$80,735.00	\$24,845.00

### Personnel Data

Overtime	908.5 hrs	777.5 hrs
Call Back for Cover-up & Emergencies	648.75 hrs	595.61 hrs
Special Events	263.75 hrs	101 hrs
Training	31 hrs	103 hrs

### Comments

## Brockville Fire Department

Totals	Sickness	YTD	Injuries	YTD	Other	YTD
TOTAL		411	0	0	0	6
LYTD		455.9	0	3	3	13

Comments

	YTD	LYTD
Fuel	\$15,078.24	\$21,291.69

Vehicle/Equipment, Mntnce	\$49,022.37	\$59,872.39
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Body work on Squir 2 - \$24,366.95

Total Maintenance cost - \$73,389.32

Note **	Total Audience	1,190	7,162
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# Brockville Fire Incident Report 2009

Incident Number	Alarm Date	Location	Property Class	Probable Cause	Estimated Loss
09-3	Jan. 1, 2009	396 King St West	Detached Dwelling	Electrical failure	\$2,500.00
09-5	Jan. 2, 2009	84 Pearl St. West	Multi-Unit Dwelling	Unattended	\$1,000.00
09-11	Jan. 4, 2009	George St. & Chase St.	Small Truck	Other Unintentional Cause, not classified	\$400.00
09-41	Jan. 19, 2009	1291 California Ave	Mfg. Job Printing	Used or placed to close to combustibles	\$500.00
09-61	Jan. 30, 2009	1540 County Rd 2	Detached Dwelling	Routine maintenance deficiency	\$100.00
09-67	Jan. 31, 2009	280 Brock St.	Detached Dwelling	Unattended	\$5,000.00
09-76	Feb. 5, 2009	397 Brock St.	Small Truck	Electrical failure	\$100.00
09-90	Feb. 12, 2009	1 Magedoma Dr.	Small Truck	Electrical failure	\$2,000.00
09-96	Feb 16, 2009	44 Sevenoaks Ave.	Detached Garage	Unintentional, Cause undetermined	\$35,000.00
09-106	Feb 19, 2009	First Ave. & Reynolds Dr.	Hydro/Telephone Pole	Electrical failure	\$1,000.00
09-131	Mar. 5, 2009	850 Kyle Court - Unit 18	Multi-Unit Dwelling	Improper handling of ignition source or ignited object	\$100.00
09-155	Mar. 20, 2009	1 Magedoma Dr.	Trash/Rubbish Container	Suspected vandalism	\$0.00
09-162	Mar. 24, 2009	10 Central Ave. West	Trash/Rubbish Container	Unintentional, Cause undetermined	\$0.00
09-202	Apr. 19, 2009	251 North Augusta Rd.	Open Land	Undetermined	\$0.00
09-206	Apr. 20, 2009	166 Pearl St. East	School - Elementary	Suspected youth vandalism	\$0.00
09-209	Apr. 26, 2009	104 Abbott St.	Detached Dwelling	Electrical failure	\$50,000.00
09-250	May 16, 2009	28 Ferguson Dr.	Detached Garage	Used for purpose not intended	\$1.00
09-260	May 20, 2009	362 Centennial Rd.	Detached Dwelling	Suspected arson.	\$100,000.00
09-269	May. 27, 2009	125 Stewart Blvd.	Mall	Undetermined	\$100.00
09-270	May. 28, 2009	584 Stewart Blvd.	Hydro/Telephone Pole	Electrical failure	\$1,000.00
09-272	May. 28, 2009	166 Pearl St. East	School - Elementary	Suspected youth vandalism	\$50.00
09-286	Jun. 3, 2009	1846 County Rd. 2	Detached Dwelling	Routine maintenance deficiency	\$0.00
09-327	Jun. 24, 2009	1281 Millwood Ave. - Unit 44	Attached Dwelling	Improper handling of ignition source or ignited object	\$5,000.00
09-343	Jun. 29, 2009	1850 County Rd. 2	Barn	Undetermined	\$0.00
09-350	Jul. 3, 2009	329 First Ave.	Automobile	Undetermined	\$3,500.00
09-351	Jul. 3, 2009	102 Charles St.	Small Truck	Suspected vandalism	\$10,000.00
09-352	Jul. 3, 2009	102 Charles St.	Semi-Detached Dwelling	<del>Suspected vandalism</del> <i>exposed pipe vandalism</i>	\$150,000.00
09-364	Jul. 6, 2009	251 North Augusta Rd.	Country Club	Suspected vandalism	\$500.00

09-375	Jul. 14, 2009	2399 Parkedale Ave.	Theatre - Motion Picture	Suspected youth vandalism	\$500.00
09-385	Jul. 18, 2009	550 King St. West	Construction	Mechanical failure	\$250,000.00
09-386	Jul. 19, 2009	10 Garden St. - Unit 2	Multi-Unit Dwelling	Suspected vandalism	\$1,000.00
09-389	Jul. 21, 2009	698 Highway 401 West	Automobile	Electrical failure	\$500.00
09-431	Aug. 15, 2009	91 Liston Ave.	Attached Dwelling	Improper handling of ignition source or ignited object	\$50.00
09-434	Aug. 16, 2009	Park St. & Central Ave	Other specialty vehicle	Other Unintentional Cause, not classified	\$1,000.00
09-439	Aug. 18, 2009	101 Hartley St.	Detached Dwelling	Suspected vandalism	\$200.00
09-464	Sept. 1, 2009	335 Stewart Blvd.	Automobile	Other Unintentional Cause, not classified	\$500.00
09-487	Sept. 16, 2009	11 Hastings Dr.	Multi-Unit Dwelling	Used or placed to close to combustibles	\$3,000.00
09-497	Sept. 24, 2009	699 Highway 401 West	Trailer	Mechanical failure	\$5,000.00
09-503	Sept. 30, 2009	696 Highway 401 West	Automobile	Undetermined	\$100.00
09-560	Nov. 8, 2009	1942 Parkedale Ave.	Small Truck	Electrical failure	\$1,000.00
09-618	Dec. 12, 2009	2399 Parkedale Ave.	Small Truck	Mechanical failure	\$500.00
09-644	Dec. 25, 2009	19 Bisley Cres.	Detached Dwelling	Routine maintenance deficiency	\$0.00

# OFM Property Class Report 2009

Property Class Group	Number of incidents	Estimated Loss
----------------------	---------------------	----------------

Group A Assembly	5	1,050.00
Group B Care and Detention	0	
Group C Residential	17	352,951.00
Group D Business and Personal Services	0	
Group E Mercantile	1	100.00
Group F Industrial	1	500.00
Structures/Properties not classified by O.B.C.	8	2,000.00
Vehicles	14	282,100.00
<b>Total:</b>		<b>46</b>
		<b>638,701.00</b>

## Selected Query Criteria:

Start Time: Thu Jan 01 00:00:00 EST 2009  
End Time: Thu Dec 31 23:59:59 EST 2009

2 Query Criteria Selected.

# OFM Incident Type Report 2009

OFM Incident Type	Total
1 Fire	42
2 Explosion (including during fire, excluding codes 3 and 11-13)	0
3 NO LOSS OUTDOOR fire (see exclusions)	9
11 Overpressure Rupture (no fire, e.g. steam boilers, hot water)	1
12 Munition Explosion - (no fire, e.g. bombs, dynamites)	0
13 Overpressure Rupture - gas pipe (no fire)	0
21 Overheat (no fire, e.g. engines, mechanical devices)	17
22 Pot on Stove (no fire)	12
23 Open air burning/unauthorized controlled burning (no uncontrolled fire)	6
24 Other Cooking/toasting/smoke/steam (no fire)	35
25 Lightning (no fire)	0
26 Fireworks (no fire)	1
29 Other pre fire conditions (no fire)	7
31 Alarm System Equipment - Malfunction	99
32 Alarm System Equipment - Accidental activation (exc. code 35)	81
33 Human - Malicious intent, prank	10



## OFM Incident Type

## Total

34	Human - Perceived Emergency	30
35	Human - Accidental (alarm accidentally activated by person)	58
36	Authorized controlled burning - complaint	2
37	CO false alarm - perceived emergency (no CO present)	16
38	CO false alarm - equipment malfunction (no CO present)	16
39	Other False Fire Call	7
53	CO incident, CO present (exc false alarms)	5
41	Gas Leak - Natural Gas	10
42	Gas Leak - Propane	1
43	Gas Leak - Refrigeration	1
44	Gas Leak - Miscellaneous	0
45	Spill - Gasoline or Fuel	5
46	Spill - Toxic Chemical	0
47	Spill - Miscellaneous	2
48	Radio-active Material Problem	0
49	Ruptured Water, Steam Pipe	6
50	Power Lines Down, Arcing	4
51	Bomb, Explosive Removal, Standby	0

# OFM Incident Type

Total

54 Suspicious substance

0

57 Public Hazard no action required

2

58 Public Hazard call false alarm

3

59 Other Public Hazard

3

61 Vehicle Extrication

3

921 Illegal grow operation (no fire)

0

62 Vehicle Collision

34

922 Illegal drug operation (no fire)

0

63 Building Collapse

0

910 Assisting other FD: Mutual Aid

0

64 Commercial/Industrial Accident

0

911 Assisting other FD: Automatic Aid

0

65 Home/Residential Accident

0

912 Assisting other FD: Fire Protection Agreement

0

66 Persons Trapped in Elevator

3

913 Assisting other FD: Other

0

67 Water Rescue

2

92 Assisting Police (exc 921, 922)

2

29 Mar 2010 12:39:29

Page 3 of 5

# OFM Incident Type

Total

68	Water Ice Rescue	1
93	Assisting Other Agencies (exc 921, 922)	1
69	Other Rescue	0
701	Oxygen administered	6
702	CPR administered	7
703	Defibrillator used	1
71	Asphyxia, Respiratory Condition	3
73	Seizure	6
74	Electric Shock	0
75	Traumatic Shock	0
76	Chest pains or suspected heart attack	6
82	Burns	0
84	Medical Aid Not Required on Arrival	5
85	Vital signs absent, DOA	14
601	Trench rescue (non fire)	0
94	Other Public Service	11
602	Confined space rescue (non fire)	0
96	Call cancelled on route	5

**OFM Incident Type****Total**

603 High angle rescue (non fire)	0
97 Incident not found	1
604 Low angle rescue (non fire)	0
98 Assistance not required by the other agency	1
605 Animal rescue	0
99 Other Response	6
698 Rescue no action required	1
699 Rescue false alarm	1
86 Alcohol or drug related	6
88 Accident or illness related - cuts, fractures, person fainted, etc.	15
89 Other Medical/Resuscitator Call	16
898 Medical/resuscitator call no action required	9
899 Medical/resuscitator call false alarm	1

**Total: 658****Selected Query Criteria:**

Start Time: Thu Jan 01 00:00:00 EST 2009  
End Time: Thu Dec 31 23:59:59 EST 2009

**2 Query Criteria Selected.**



## **Brockville Fire Department** **Crew Activities 2009**

The Fire Fighting division conducts activities such as; training, fire prevention, maintenance, and emergency response.

### **Training**

Training is conducted on various topics based on the needs analysis of each individual crew member. All subject matter regarding fire fighting operations are part of the annual planner. Topics such as; auto extrication, hazardous materials response, fire fighter survival, accountability, electrical safety is completed throughout the year.

Specialized rescue training (confined space, trench, high angle, ice water, and elevator) is conducted annually by the Training officer.

### **Fire Prevention**

Activities are coordinated through the Fire Prevention division. In service inspections include occupancies such as; schools, health care facilities, and restaurants. Public education programs include the Home Smoke Alarm inspection. Crews attend schools to conduct fire drills and discuss fire safety with students. Public relations events combine fire truck displays, and fire safety literature distributed to the members of the community. Tours of the fire stations are conducted on a regular basis for school children, and other organizations including; brownies, beavers, guides and scouts. Preplanning of high risk occupancies, equips the responders with vital information to formulate an effective plan to mitigate any emergency.

### **Maintenance**

Fire fighting staff perform maintenance on a daily basis. The fire stations and vehicles are cleaned as required. Vehicle and equipment checks are conducted weekly. All motorized equipment is operated and compartments are checked for function, cleanliness and inventory accuracy. SCBA (Self contained breathing apparatus) are maintained according to manufactures specifications. Field level maintenance and bench tests are performed in house by certified staff members.

### Emergency Response

The fire fighting division responds to various emergency situations such as; fires, motor vehicle accidents, hazmat incidents, medical assist calls, activated alarms, carbon monoxide detector activations, natural gas leaks, electrical wires arcing and open burning complaints.

Public assistance calls include installing smoke alarms for the elderly, strange odours, burst pipes, and a variety of other situations.

## 2009 CREW ACTIVITY SUMMARY

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
<b><u>CREW 1</u></b>													<b><u>HOURS</u></b>
Training	172	125	245.5	201	158.5	37	123.5	70.75	82.5	148	216.5	141	1,721.25
Fire Prev.	0	0	0	44.5	42.5	46	33	57	80.5	58	1	7.5	370
Maintenance	111.25	94.5	91	124.5	105.5	197.5	88.5	118	94.5	95	84.5	86	1,290.75
													3,382.00
<b><u>CREW 2</u></b>													
Training	132	163.5	204.5	181	70.5	61.5	143.5	110.5	111.5	138	225	68	1,609.50
Fire Prev.	0	4.5	4.5	0	36.5	27.25	46	57	34.5	114.5	65.5	9	399.25
Maintenance	155	159.5	181.5	133.5	185.25	125.5	107	95	100	124.5	141.75	147	1,655.50
													3,664
<b><u>CREW 3</u></b>													
Training	177	171.5	157	136	113.5	55.5	135	69	92.5	136.5	274	94	1,611.50
Fire Prev.	0	4	0.5	37	51.5	33.75	51.5	106	53	17	44.5	24	422.75
Maintenance	140	104.5	130	97	112	168.5	95	99.5	111	142.5	147	156	1,503
													3,537.25
<b><u>CREW 4</u></b>													
Training	145.75	156.5	106.5	170	120.5	42.5	74	53.25	105.5	157.5	120.5	92	1,344.50
Fire Prev.	0	7.5	4	21	34	49	62.5	72	87.25	36.5	18	19.25	411
Maintenance	195	134.75	194	143.5	159.25	165.5	160	133.25	142	144.5	143.25	179	1,894
													3,650
<b><u>Others</u></b>													
Training	12.5	38.5	0.5	12.5	2	36.5	4	11	21	26	41.5	23.5	229.5
<b><u>Response Mhrs.</u></b>													
(all Crews)	215	171	114	142	185	153	229	126	120	95	139	201	1,890

<b><u>Summary</u></b>	<b>Average Hours per CREW</b>	<b>Training</b>	<b>1,572 hrs</b>
		<b>Fire Prevention</b>	<b>401 hrs</b>
		<b>Maintenance</b>	<b>1,586 hrs</b>
		<b>Emerg Response</b>	<b>473 hrs</b>



## **Brockville Fire Department** **Training Division Summary 2009**

Fire Department personnel attended a total of 12 courses conducted at the Ontario Fire College in 2009. The average course is 3-5 days in duration. Personnel also attended 25 seminars, which are considered to be 1-2 days duration.

### **Division**

Fire Fighting - 9 courses .....14 participants  
Fire Prevention - 3 courses.....3 participants

### **Conferences/Seminars**

Administration - 7 .....10 participants  
Fire Fighting - 6 .....53 participants  
Fire Prevention - 5 .....6 participants  
Training - 5.....5 participants  
Communications - 1 .....1 participant  
Mechanical - 1.....1 participant

### **Specialty Training**

Designated Officer.....2 participants  
IAFF Hazmat Operations.....13 participants  
Auto Extrication..... 26 participants

### **Training Officer Instruction to the Fire Fighting Division**

Confined Space.....28 participants  
AODA \*.....41 participants  
\*(Accessibility for Ontarians with Disabilities Act)





## **External Agencies Training 2009**

During the calendar year of 2009, the Training Division conducted 5 training sessions on Confined Space Awareness, 2 sessions on Respiratory Protection and 2 sessions on Trench Rescue.

A total of 150 participants received training. Course participants attended from the following organizations:

Trillium Health Care Products  
Town of Carleton Place Public Works  
Parks Canada - Rideau Canal  
3M Canada  
Proctor & Gamble  
St Lawrence College  
Greenfield Ethanol  
Ross Labs

### **Confined Space Awareness**

Course 09/01.....	11 participants
Course 09/02.....	11 participants
Course 09/03.....	12 participants
Course 09/04.....	19 participants
Course 09/05.....	18 participants
Total.....	71 participants

### **Respiratory Protection**

Course 09/01.....	26 participants
Course 09/02.....	15 participants
Total.....	41 participants

### **Trench Rescue**

Course 09/01.....	19 SLC students
Course 09/02.....	19 SLC students
Total.....	38 participants

## **COMMUNICATIONS DIVISION**

**The Brockville Fire Dispatch and Communications Centre receives emergency calls for all Fire Departments in Leeds and Grenville with the exception of Gananoque. "Fire Dispatch" also provides logistical support during each emergency that the fire departments attend.**

**In 2009 the Communications Centre received just over 3,600 emergency calls which resulted in 2,380 fire department responses. It also received and monitored almost 2,500 (2,497) monthly alarm tests that are required by the Ontario Fire Code.**

**Brockville –**

**2009 Emergency Responses – 656  
(includes 94 emergency medical responses)**

**United Counties of Leeds and Grenville –**

**2009 Emergency Responses – 1,239  
(includes 344 emergency medical responses)**

**Prescott –**

**2009 Emergency Responses – 141  
(includes 16 emergency medical responses)**

**The communications and logistical support provided by "Fire Dispatch" varies depending on the severity of each call. The average length of time per incident (from time of call to time last unit cleared) is approximately 48 minutes, 55 seconds. This does not include the time required to complete the reports that must be submitted to each responding fire department or the Fire Marshal's Office.**

**The figures noted above do not included the hundreds of calls received from residents for the "after hours" service of City Works, Animal Control, Water Treatment and the City's Transit System.**

**The Centracom II consoles presently in use at Fire Dispatch are over twenty (20) years old and will be replaced in 2010. Additional information will be forthcoming as the project moves forward.**

# LEEDS AND GRENVILLE - MONTHLY DISPATCH ACTIVATIONS

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	YEAR TO DATE
2009													
ST. JOHN'S	5	5	14	4	12	4	4	9	7	3	2	5	74
AUGUSTA	13	11	14	17	10	16	10	11	8	7	8	19	144
EDWARDSBURGH/CARDINAL	22	6	12	13	22	11	10	21	13	13	14	16	173
ELIZABETHTOWN/KITLEY	20	15	30	16	24	16	18	23	22	18	14	15	231
FRONT OF YONGE	5	8	12	9	12	11	7	8	9	5	3	3	92
KEMPTVILLE	28	18	20	30	24	32	23	25	26	15	19	21	281
LEEDS AND 1000 ISLANDS	23	16	37	21	17	25	21	35	18	15	13	27	268
MERRICKVILLE	8	11	6	11	6	4	4	11	6	7	8	1	83
RIDEAU LAKES	24	19	18	20	19	21	26	16	28	17	13	16	237
<b>MONTHLY TOTAL</b>	<b>148</b>	<b>109</b>	<b>163</b>	<b>141</b>	<b>146</b>	<b>140</b>	<b>123</b>	<b>159</b>	<b>137</b>	<b>100</b>	<b>94</b>	<b>123</b>	<b>1583</b>
													<b>66.51%</b>
BROCKVILLE	68	61	44	45	60	67	63	55	41	43	50	59	656
PRESCOTT	9	11	9	15	9	13	15	12	15	11	12	10	141
													<b>5.92%</b>
GANANOQUE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<b>MONTHLY TOTAL</b>	<b>225</b>	<b>181</b>	<b>216</b>	<b>201</b>	<b>215</b>	<b>220</b>	<b>201</b>	<b>226</b>	<b>193</b>	<b>154</b>	<b>156</b>	<b>192</b>	
<b>YEAR TO DATE TOTAL</b>	<b>225</b>	<b>406</b>	<b>622</b>	<b>823</b>	<b>1038</b>	<b>1258</b>	<b>1459</b>	<b>1685</b>	<b>1878</b>	<b>2032</b>	<b>2188</b>	<b>2380</b>	<b>2380</b>
													<b>100%</b>
Monthly Alarm Tests Monitored	163	136	156	184	164	157	146	159	164	199	159	151	
Year to Date Total	163	299	455	639	803	960	1106	1265	1429	1628	1787	1938	<b>1938</b>

**April 9, 2010**

**REPORT TO OPERATIONS COMMITTEE – APRIL 21, 2010**

**2010-055-04**

**WATER & WASTEWATER TREATMENT  
QUARTERLY REPORT  
(JAN. – MAR. 2010)**

**CONAL COSGROVE, P. ENG.  
DIRECTOR OF OPERATIONS  
EDWARD MALCOMSON  
WASTEWATER SYSTEMS SUPERVISOR  
DON RICHARDS  
WATER SYSTEMS SUPERVISOR**

**RECOMMENDED**

THAT Report 2010-055-04 Water & Wastewater Treatment Quarterly Report (Jan. – Mar. 2010) be received for information purposes.

**PURPOSE**

This report covers the months of January, February and March 2010. The intent of the report is to keep the Committee, Council, and the public current with performance and major operational aspects of both the Water Treatment Plant/Trunk Distribution System and the Water Pollution Control Centre (wastewater treatment system), including any notable highlights, MOE Inspections and adverse conditions.

**BACKGROUND**

This report is submitted Quarterly, and this report represents the first quarter of 2010.

**ANALYSIS/OPTIONS**

**A. WATER TREATMENT PLANT & TRUNK WATER DISTRIBUTION SYSTEM**

The City continues to be in compliance with the Water Treatment Plant's Certificate of Approval (C of A), in addition to the Ontario Safe Drinking Water Act and Regulations. Please refer to Attachment A – Brockville Drinking Water System Performance Assessment Report to review the treatment and bacteriological sampling results.

The 2009 WTP Annual Reports (Section 11 and Schedule 22) for both the WTP City of Brockville Drinking-Water System and for the Township of Elizabethtown-Kitley Water Distribution System were prepared as per O. Reg. 170/03.

Adverse Water Quality Incidents: There was one adverse water quality incident in the month of March. On March 10<sup>th</sup>, 2010 there was an adverse water quality incident related to test results from Hydrant #162 on Convay Crescent. The Water Distribution crew flushed the water mains in the areas and re-sampling confirmed that no additional corrective action was required. Adverse water quality reports were filed with the Ministry of Health and Spills Action Centre.

**Items of Note:**

1. Main Plant

- Annual servicing completed on all diesel engine equipment. Main plant diesel engines #1 & #2 required turbo unit replacement. TSSA fuel and appliance inspection completed by Tandet Industrial on all diesel engine and standby generators. Inspection report indicated fuel tanks and supply lines for main plant, low lift and Parkedale diesel engines require upgrades to comply with TSSA standard. Approximate cost of upgrades is \$20,000.00. Upgrades will be budgeted in the 2011 capital budget.
- Main control panel for Low Lift pumps and flocc tank valves were upgraded due to the age of equipment. Contractor designed, fabricated and installed new control panel.
- Annual maintenance completed on gas chlorination disinfection equipment.
- Vibration analysis inspections completed on all motors and pumps.
- New sample pumps installed for flocc water, clear well, reservoir chlorine residual analyzers.
- Annual load testing completed on main plant 100KW generator and 200 KW portable generator.

2. Parkedale Booster Station & Reservoir:

- Vibration analysis inspections completed on all motors and pumps.

3. Filters:

- Surface wash supply piping disassembled and new Victaulic clamps installed.
- Core sampling conducted to inspect filter media uniformity.
- Annual maintenance completed on filter surface wash agitators.

4. Overhead Tank:

- No new updates

5. Elizabethtown-Kitley Distribution System:

- Vibration analysis inspections completed on Lily Bay booster station motors and pumps.

6. Low Lift Pump Station:

- Vibration analysis inspections completed on all motors and pumps. Inspection revealed major problem with low lift electric motor #1. Motor removed from service, new 100 HP motor purchased and installed.

7. Drinking Water Quality Management System:

- Prepared draft amendments to the DWQMS Operation Plan to reflect organizational restructuring.

8. MOE Inspections:

- Dan White (DW Inspector – MOE) conducted the Annual Inspection for the City of Brockville's Drinking Water System (Water Treatment and Distribution) on January 27<sup>th</sup> & 28<sup>th</sup>, 2010. (See attached report).

9. Sampling

- All regulatory annual sampling for schedule 23 & 24 complete.
- All regulatory weekly bacti sampling for Brockville and Elizabethtown complete.
- All regulatory quarterly sampling for THM's Nitrate, Nitrite for Brockville and Elizabethtown complete.
- MOE DWSP sampling complete.

**B. WASTEWATER TREATMENT PLANT**

The 2009 WPCC Annual Summary Report for Council was prepared, approved by Council and submitted to the MOE in March 2010.

Please refer to Attachment B – Brockville WPCC Sewage Plant Performance Assessment Report for all Operational Data for the Quarter. In regards to compliance of carbonaceous 5-day Biochemical Oxygen Demand (cBOD<sub>5</sub>), as of the end of March the 12 month revolving average effluent characteristics (concentration and loading) for CBOD<sub>5</sub> are 50.94 mg/L and 891.40 kg/day respectively and remain out of compliance with the Certificate of Approval.

**Items of Note:**1. Main Pumping Station:

- Pumps & Motors: A vibration analysis was completed on all pumps and motors.

- Bypasses: On January 25<sup>th</sup>, 2010 there was a bypass at the Main Pumping Station due to heavy rain and snow melt. Approximate volume of the bypass was 1200 m<sup>3</sup>. MOE was notified of the event. Chlorination was established and samples taken.

## 2. Pumping Stations:

- Elizabeth Street Pumping Station: On January 28<sup>th</sup> and February 28<sup>th</sup>, 2010 there was a pump blockage due to a rag in the check valve. No issues to report.
- Riverview Drive Pumping Station: On February 1<sup>st</sup>, 2010 there was a pump blockage due to a towel in the impeller. No issues to report.
- Leachate Pumping Station: On March 13<sup>th</sup>, 2010 WPCC Staff responded to the Leachate Pumping Station due to a meter chamber high level alarm due to infiltration. On March 31<sup>st</sup> the forcemain was cleaned.
- Georgina Street Pumping Station: On March 14<sup>th</sup> and March 16<sup>th</sup>, 2010 there was a pump blockage due to a towel in the impeller. No issues to report.
- Central Avenue Pumping Station: WPCC Staff are continuing to gather data and monitor the situation at this station. The volume of discharge entering the station is causing the pumps to run continuously.

3. Primary Clarifiers: Continuing with upgrades to Primary Clarifier #2. The VFD on the distribution channel blower was replaced and the unit placed back in service.

4. Screen & Degrit: The VFD on inlet blower #2 faulted and the blower has been taken out of service. WPCC Staff and contractor working on the issue.

5. Disinfection: Both Sodium Hypochlorite pumps had rebuild kits installed.

6. TSSA Digester Gas Audit: Response report submitted to TSSA on January 28<sup>th</sup>, 2010. Some corrective actions have been completed. WPCC Staff have been in contact with TSSA to advise them of our recent management changes.

## 7. Power Outages:

- On January 21<sup>st</sup>, 2010 there was brief power outage at the WPCC. No issues to report.
- On January 25<sup>th</sup>, 2010 there was a power outage at Broome Pumping Station. WPCC Staff brought the portable generator on site until the power was restored (approx. 5-6 hours). No issues to report.
- On February 3<sup>rd</sup>, 2010 there was a power outage at the Leachate Pumping Station. Communication was lost due to a loose contact on a fuse holder. Repairs were made and communication restored.
- On February 26<sup>th</sup>, 2010 there was a power outage at Chelsea Street Pumping Station. No issues to report.

8. Plant Inspection: The MOE completed their annual plant inspection on January 14<sup>th</sup>, 2010. A draft report was received for review and comment. We are still waiting on the final report.
10. National Pollutant Release Inventory (NPRI) Report: The 2009 NPRI Report was submitted to Environment Canada on March 31<sup>st</sup>, 2010.
11. TSSA fuel and Appliance Inspections: These inspections were completed by an outside authorized contractor on all diesel engine and standby generators. Repairs and recommendations are being coordinated through the City's fleet division.


## POLICY IMPLICATIONS

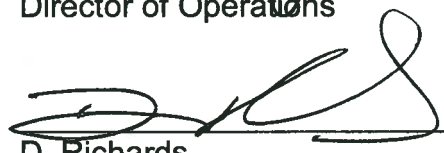
No policy implications at this time.

## FINANCIAL CONSIDERATIONS

No financial considerations at this time.

## CONCLUSION

  
C.J. Cosgrove, P. Eng.  
Director of Operations

  
D. Richards  
Water Systems Supervisor

  
B. Casselman  
City Manager

  
E. Malcomson  
Wastewater Systems Supervisor

  
D. Cyr  
Director of Finance



# **ATTACHMENT A** **BROCKVILLE WATER POLLUTION CONTROL CENTRE** **SEWAGE PLANT PERFORMANCE ASSESSMENT REPORT**

MUNICIPALITY:	BROCKVILLE	YEAR:	2009/2010
PROJECT:	BROCKVILLE	WATER COURSE:	ST. LAWRENCE RIVER
PROJECT NUM.:		DESIGN CAPACITY:	21,800 X 1000 m3/d
WORKS NUM.:	120000122	PEAK DESIGN CAPACITY:	54,500 X 1000 m3/d

DESCRIPTION: A PRIMARY TREATMENT FACILITY, COMPLETE WITH TWO PRIMARY ANAEROBIC DIGESTERS  
TWO CENTRIFUGES FOR SLUDGE THICKENING AND UTILIZING POLYMER FOR PHOSPHORUS REMOVAL  
AND SODIUM HYPOCHLORITE FOR EFFLUENT DISINFECTION.

MONTH	FLOWS		BOD/CBOD			SUSPENDED SOLIDS			PHOSPHORUS			BACTI RESULTS																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
	TOTAL FLOW 1000M3	AVG DAY FLOW 1000M3	MAX DAY FLOW 1000M3	AVG RAWWAVG BOD (mg/L)	AVG RAWWAVG CBOD (mg/L)	TOTAL LOADING EFF. CBOD (kg/day)	AVG RAWWAVG SS (mg/L)	SS (mg/L)	AVG RAWWAVG PHOS. (mg/L)	PERCENT REMOVAL	TOTAL LOADING EFF. PHOS. (kg/day)	PERCENT REMOVAL	FECAL COLIFORM (Organisms per 100 ml)	NUMBER OF SAMPLES																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
MAR 10	620.05	20.002	23.315	106.92	45.64	912.89	115.27	26.57	2.43	76.9	531.45	76.9	0.62	12.40	74.5	N/R*																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
FEB 10	455.69	16.275	22.463	164.31	78.58	1278.89	158.00	37.58	3.17	76.2	611.61	76.2	0.94	15.30	70.3	N/R*																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
JAN 10	579.49	18.693	46.072	126.75	56.91	1063.82	132.58	32.82	2.70	75.2	613.50	75.2	0.89	16.64	67.0	N/R*																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
DEC 09	628.37	20.270	32.364	107.29	43.43	880.33	129.75	24.50	2.56	81.1	496.62	81.1	0.61	12.36	76.2	N/R*																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
NOV 09	498.39	16.613	19.635	136.18	52.91	878.99	141.51	31.75	3.10	77.6	527.46	77.6	0.73	12.13	76.5	N/R*																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
OCT 09	474.80	15.316	22.831	148.38	54.38	832.88	151.13	40.00	3.15	73.5	612.64	73.5	0.96	14.70	69.5	N/R*																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
SEP 09	396.06	13.202	15.880	141.20	52.20	689.14	165.25	36.88	3.24	77.7	486.89	77.7	0.88	11.62	72.8	N/R*																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
AUG 09	478.59	15.438	18.059	139.40	50.90	816.67	153.40	37.60	2.84	75.5	580.47	75.5	0.83	12.81	70.8	N/R*																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																		
JUL 09	512.78	16.541	23.097	137.80	57.17	829.86	143.50	34.56	2.67	75.9	571.66	75.9	0.76	12.57	71.5	120	1																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
JUN 09	493.00	16.433	19.174	102.90	42.09	691.66	144.00	31.42	2.83	78.2	516.32	78.2	0.79	12.98	72.1	1,720	1																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
MAY 09	619.54	19.985	24.070	87.50	43.00	899.36	136.55	29.36	2.55	78.5	586.76	78.5	0.77	15.39	69.8	900	1																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
APR 09	738.70	24.623	39.053	61.62	39.08	962.27	106.77	25.62	2.03	76.0	630.84	76.0	0.64	15.76	68.5	2,300	1																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																	
AVG		17.783		121.69	50.94	891.40	139.81	32.39	2.77	76.87	563.85	76.87	0.79	13.72	71.83																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
MAX			46.072	164.31	78.58		165.25	40.00	3.24	81.12		81.12	0.96																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
CRITERIA		21,800			35.00	763.00		45.00			981.00		1.00	22.00																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																				
COMPLIANCE															YES	NO	NO	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES

COMPLIANCE	YES	NO	NO	NO	YES	YES	YES	YES	YES	YES	YES	YES
STATISTICS FOR THE MONTH OF MARCH:												
2009	649.81	20.962	28.317	76.55	45.25	948.53	74.4	2.18	0.63	13.21	71.1	
2008	744.38	24.012	32.589	76.20	39.30	943.67	85.3	2.31	0.58	13.93	74.9	
2007	647.57	20.89	35.995	96.11	46.77	977.03	79.7	2.84	0.85	17.76	70.1	

COMMENTS:

Note: \*As per our new C of A 5526-7SGL3D issued on June 26th, 2009, we are currently not required to sample for bacti. We stopped sampling Fecal Coliform in August.

Note: As per our new C of A 5526-7SGL3D issued on June 26th, 2009, we now measure BOD on raw influent.

Note: Due to changes in our new C of A 5526-7SGL3D regarding BOD/CBOD, we are no longer reporting percent removal for this parameter. This change is reflected in our 2010 reporting

MONTH	Total Loadings			
	TOTAL RAW BOD (kg/day)	TOTAL RAW SS (kg/day)	TOTAL RAW P (kg/day)	TOTAL RAW (kg/day)
MAR 10	2,139	2,306	49	
FEB 10	2,674	2,571	52	
JAN 10	2,369	2,478	50	
DEC 09	2,175	2,630	52	
NOV 09	2,262	2,351	52	
OCT 09	2,273	2,315	48	
SEP 09	1,864	2,182	43	
AUG 09	2,152	2,368	44	
JUL 09	2,279	2,374	44	
JUN 09	1,691	2,366	47	
MAY 09	1,749	2,729	51	
APR 09	1,517	2,629	50	
AVG	2,095	2,442	48	
MAX	2,674	2,729	52	

ATTACHMENT B

**BROCKVILLE DRINKING WATER SYSTEM  
PERFORMANCE ASSESSMENT REPORT**

CITY OF BROCKVILLE				ELIZABETHTOWN-KITLEY			BACTERIOLOGICAL SAMPLING						
Month	Total Volume Treated (ML)	Avg. Daily Flow (ML/d)	Avg. F12 Residual (mg/L)	WDS Avg. FCR (mg/L)	Total Flow (ML)	Avg. Daily Flow (ML/d)	WDS Avg. FCR (mg/L)	BROCKVILLE WDS			EZK WDS		
2010								EC	TC	HPC	EC	TC	HPC
JAN	355.11	11.46	0.45	1.16	8.73	0.28	1.02	44 out of 44 Safe	44 out of 44 Safe	28 out of 29 Safe	12 out of 12 Safe	12 out of 12 Safe	8 out of 8 Safe
FEB	322.45	11.52	0.46	1.17	7.49	0.27	1.01	44 out of 44 Safe	44 out of 44 Safe	28 out of 28 Safe	12 out of 12 Safe	12 out of 12 Safe	8 out of 8 Safe
MAR	332.10	10.71	0.46	1.15	9.58	0.31	1.01	55 out of 66 Safe	55 out of 66 Safe	35 out of 36 Safe	15 out of 16 Safe	15 out of 16 Safe	10 out of 10 Safe

FCR - Free Chlorine Residual  
WDS - Water Distribution System  
EZK - Township of Elizabethtown-Kitley  
EC - E. coli  
TC - Total Coliform

April 16, 2010

## **REPORT TO OPERATIONS COMMITTEE – APRIL 21, 2010**

**2010-062-04**

**MEMORIAL CENTRE LOBBY REORGANIZATION**

**C. COSGROVE, P. ENG.**

**DIRECTOR OF OPERATIONS**

**L. WHITE**

**MANAGER OF STRATEGIC INITIATIVES**

### **RECOMMENDATION**

THAT Council accept this report for information purposes only.

### **PURPOSE**

To inform Council of the plan for the reorganization of the Memorial Centre lobby.

### **BACKGROUND**

For many years, the Brockville and Area Sports Hall of Fame individual and team plaques lined the east wall of the Community Hall at the Brockville Memorial Centre. As the Hall underwent a major renovation recently, it was necessary to take the plaques down temporarily. Staff consulted with the Arena Advisory Committee and the Sports Hall of Fame Committee at a meeting to consider a new location for the plaques.

The Committees came to a consensus that the plaques should not be returned to the Community Hall so that the plaques are accessible to the public when the hall is not in use.

### **ANALYSIS**

The Committees met with Staff including Valerie Harvey, Rick Pankhurst, Darlene Buffett and Lesley White. The following reorganization of the lobby was decided:

1. The individual Sports Hall of Fame Plaques be placed on tracks on the south side of the lobby where the current Wall of Honour and Donor plaques are placed.
2. The Wall of Honour and Donor Plaques be relocated to the north wall of the lobby entrance where the hockey trophy showcase is currently located.
3. The team Sports Hall of Fame Plaques will be placed on the east wall of the lobby entrance where the notice board now sits.
4. The notice board will be removed and replaced by a new advertising signage that will include the room assignments. This board will provide the City an ongoing revenue source.
5. The hockey trophy showcase will be removed. Ownership of the showcase will be determined and the showcase will be returned. The management of the Brockville Braves have been consulted and have agreed to this move.

6. Two showcases will be built in the arena on the east wall north of the Community Hall windows to provide a trophy case for the following organizations: Brockville Braves, Brockville Tikis, Brockville Angels, St. Lawrence Speedskating Club, Brockville Figure Skating Club and the Brockville Minor Hockey Association. All showcases will be uniform in design and size. The showcases will be assigned by lottery to the groups.
7. The candy machines will be removed from the lobby and not replaced.
8. The video games will be removed from the lobby entrance and not replaced.
9. The drink machines will be relocated to the east end of the lobby in front of the canteen window during the summer months to allow access to the Skatepark users and then to the arena in the winter months.
10. The yearly Braves team pictures will remain in the lobby.
11. The St. Lawrence College Schooner hockey team photos will be returned to the College.

## POLICY IMPLICATIONS

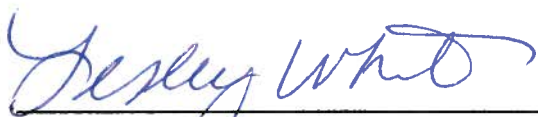
There are no policy implications.

## FINANCIAL CONSIDERATIONS

The cost of building the new showcases and the tracks for the individual Sports Hall of Fame plaques will be funded through the RinC funding as part of the general rehabilitation of the Memorial Centre.


## CONCLUSION

The goal of this reorganization was to relocate the Sports Hall of Fame plaques from the Community Hall to a more accessible area so that they can be enjoyed will be achieved through this project.

  
L. White, Budget Officer

  
C. Cosgrove, Director of Operations

  
D. Cyr, Director of Finance

  
B. Casselman, City Manager

**April 14, 2010**

**REPORT TO OPERATIONS COMMITTEE – April 21, 2010**

**2010-064-04  
PAINTING OF CENTRE, LANE AND EDGE  
LINE PAVEMENT MARKINGS  
CONTRACT NO. 2010-02**

**C. J. COSGROVE, P. ENG.  
DIRECTOR OF OPERATIONS  
VALERIE HARVEY  
SUPERVISOR OF TRANSPORTATION**

**RECOMMENDED**

THAT Council accept the tender from Imperial Line Marking Services Ltd. in the amount of Sixteen Thousand, Three Hundred Twenty Dollars and Five Cents(\$16,320.05), excluding GST, for the painting of centre, lane and edge pavement markings; and

That this work be charged to account 3390-3610-3010.

**PURPOSE**

To retain the services of a contractor for the painting of centre, lane and edge line pavement markings.

**BACKGROUND**

The Operations Department calls tender for this work annually. This contract is limited to centre, lane and edge line pavement markings only as the City does not have the necessary equipment to complete this work. Public Works are responsible for turning arrows, stop lines and other miscellaneous hand work painting. Pavement markings are required to ensure safe driving conditions and proper traffic operations.

**ANALYSIS/OPTIONS**

The Engineering Division opened tenders on Tuesday, April 6, 2010 with the following results:

- |                                 |             |
|---------------------------------|-------------|
| 1. Provincial Maintenance ..... | \$18,655.00 |
| 2. Imperial Line Marking .....  | \$16,320.05 |

In accordance with the City’s Purchasing By-law, approval by Council is required

**FINANCIAL CONSIDERATIONS**

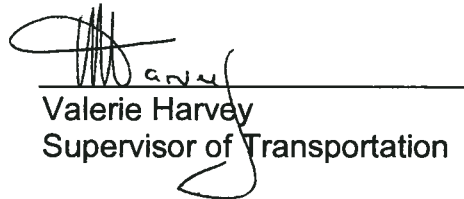
There are sufficient funds, \$16, 879.00, available in the Public Work's 2010 Operating Budget in account 3390-3610-3010 to accommodate the work. The 2010 tender is 0.4% higher than the 2009 tender price.

## **CONCLUSION**

It is recommended that the tender from Imperial Line Marking Services Ltd. be accepted.



C.J. Cosgrove, P.Eng  
Director of Operations



Valerie Harvey  
Supervisor of Transportation



D. Cyr  
Director of Finance



B. Casselman  
City Manager