



**City of Kenora**  
**Committee of the Whole Agenda**  
**Tuesday, September 14, 2021**  
**9:00 a.m.**

City Hall Council Chambers – Council Only

\*Due to COVID-19 and the requirement for physical distancing, the public will not be permitted into meetings at this time.

Public Access to the meeting can be found on the NEW Livestream at:  
<https://kenora.civicweb.net/Portal/>

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**A. Public Information Notices**

As required under Notice By-law #144 -2007, the public is advised of Council's intention to adopt the following at its September 21, 2021 meeting:-

- Declare Road Allowances identified as PIN 42169-0243, PIN 42169-0244, and PIN 42169-0245, and the property described as PIN 42169-0162 surplus to the requirements of the Municipality
- Close the Road Allowances identified as PIN 42169-043, PIN 42169-244, and PIN 42169-0245

**Blessing & Land Acknowledgement**  
Councillor Van Wallegghem

**B. Declaration of Pecuniary Interest & the General Nature Thereof**

- 1) On Today's Agenda
- 2) From a Meeting at which a Member was not in Attendance.

**C. Confirmation of Previous Committee Minutes**

**Motion:**

That the Minutes from the last regular Committee of the Whole Meeting held August 10, 2021 be confirmed as written and filed.

**D. Deputations/Presentations**

- None

**E. Reports:**

**1. Corporate Services & Finance**

Item Subject

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- 1.1. July 2021 Financial Statements
- 1.2. IT Services Contract Renewal
- 1.3. Noise Bylaw
- 1.4. National Day of Truth & Reconciliation – September 30<sup>th</sup>

## 2. Fire & Emergency Services

Item Subject

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No Reports

## 3. Operations & Infrastructure

Item Subject

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- 3.1 Engineering & Infrastructure Q3 Report

## 4. Community Services

Item Subject

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- 4.1 Kenora Recreation Centre Concession Contract
- 4.2 Recreation Q3 Reports

## 5. Development Services

Item Subject

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- 5.1 Application to the Rural Economic Development (RED) Program
- 5.2 Application to the Rural Transit Solutions Fund
- 5.3 Request for Closure of Roads and Declaration of Surplus Land – Property described as the “Evergreen” site

### Other:

#### Proclamation:

- Childhood Cancer Awareness Month – September 20-24, 2021
- Franco-Ontarian Day - September 25, 2021

#### Public Zoning Bylaw Amendment Meeting

- 12:00 p.m. – D14-21-07 - 661 Ninth Street North

#### Next Meeting

- Tuesday, October 12, 2021

**Motion - Adjourn to Closed Meeting:**

That this meeting now be adjourned to a closed session at \_\_\_\_\_ a.m.; and further

That pursuant to Section 239 of the Municipal Act, 2001, as amended, authorization is hereby given for Committee to move into a Closed Session to discuss items pertaining to the following: -

- i) Labour Relations (2 matters-Pines contract, new position)
- ii) Educating & Training Members of Council (1 matter-Support Agencies information session)

**Adjournment.**



September 7, 2021

## City Council Committee Report

To: Kyle Attanasio, CAO

Fr: Jon Ranger, Deputy Treasurer  
Charlotte Edie, Director of Finance

Re: July 2021 Financial Statements

### Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora at July 31, 2021.

### Background:

Attached for your information, please find the July 2021 summary expense and user fee statements for the City of Kenora and the Council department. At the end of July, the year is 58.33% complete, and therefore, not including any seasonal differences, should be 41.67% of the budget remaining.

### Overall:

- Expenses at the end of July 2021 are below budget with 47.02% remaining to be spent. Water & Sewer has 50.89% and Solid Waste has 48.57% left in the budget.
- User fee revenues to the end of July 2021 are behind budget with 65.09% left to collect. Water & Sewer has 48.05% and Solid Waste has 37.97% left to collect at the end of July.

### Expenditures:

- **General Government** - The General Government expenses to date are behind budget with 46.10% remaining in the budget.
  - **Mayor and Council** - Expenses are close to budget. Reminder that COVID-19 expenses are still being coded here as with prior year.
  - **City Clerk** - Department is currently under budget. Contracted services are under budget and less than prior year spending. Wages under budget as a vacant position has not yet been filled. Also there is summer student wages to be reallocated to this department.
  - **Human Resources** - Close to budget at the end of July. Contracted services have exceeded budget, however legal expenses are significantly under budget.
  - **Building & Grounds Maintenance City Hall** - Materials and supplies, utilities, and repairs and maintenance currently below budget. Janitorial for June and July were not recorded until the beginning of August.
  - **IT** - Over budget at the end of July with 33.25% of the budget remaining. Most of the software annual fees have been paid for the year. Materials and supplies have exceeded the annual budget amount.

- **Rentals** – Under budget at the end of July. No contracted services required to date. Materials and supplies are below budget for Rabbit Lake, Keewatin Public works and Ottawa St, buildings. Note that the Medical Centre property taxes were not budgeted for as the building was to be sold.
- **Protection** – The Protection expenses are close to budget with 42.39% remaining in the budget.
  - **Police Services Board** – Over budget, flyers purchased exceeded miscellaneous expense budget.
  - **Police Building** – Utilities over budget, overall operating expenses should not exceed budget as new owners took building over on July 12<sup>th</sup>. No additional expenses expected in this department.
  - **911 Emergency access** – This budget only includes the Central Emergency Reporting Bureau contract, and this was paid for the entire year in February.
  - **Health and Safety Committee** – Below budget at the end of July. The Industrial Ergonomic Report has now been billed. Budgeted training still to be completed and billed in 2021.
  - **Facilities and Property Management** – slightly over budget. Some of the wages for the Facilities maintenance operator were budgeted in other departments as actual wages were going to be allocated out. However this allocation of actual wages has not yet occurred.
- **Transportation** – The Transportation Department expenses to date are under budget with 53.59% remaining in the budget.
  - **Roads maintenance, Paved, Surface Treated, Loosetop Roads** – Overall spending is under budget, however this is in line with prior year.
  - **Bridge Maintenance** – Close to budget, however significant contracted services to be completed.
  - **Winter Control Maintenance** – 46.29% remaining in the budget. In 2020 winter control used 34.97% of the budget between October and December. This is dependent on snowfalls but with 46.29% remaining the City is in a good position to finish the year within budget.
  - **Safety Devices Maintenance** – Currently under budget, however this budget is mainly related to line painting contracted services work. In the prior year the line painting contract was paid in July showing a large variance from prior year actuals. The line painting contract this year has been paid in August and will show in next month's financials.
  - **Conventional Transit** – Under budget at the end of July. July invoice was received and paid for in early August.
  - **Metered Parking** – Under budget at the end of July. Wages are currently under budget as a vacant position has not yet been filled. Parking meter materials and supplies are also under budget at the end of July.
  - **Streetlighting** – Below budget but in line with prior year spending. Utilities are right on budget, however repairs & maintenance, and materials & supplies are below budget.
  - **Docks** – Budgeted wages for one student in 381 docks. Reallocation to be made for student wages from By-law to Docks. This will bring docks expenses closer to budget.
  - **Garage and Shop** – The Garage is no longer allocating out an automatic shop supplies charge to all of the vehicles to allow for a better budgeting of shop materials. The budget will have to reflect this allocation change in the future.
  - **Warehouse** – Warehouse budget no longer includes utilities for all of the operations building, this has been reallocated to 390.

- **Engineering** – Currently over budget, allocation for wages to be split between Water & Sewer and engineering which will bring actual expenses in engineering down.
- **Environmental** – The Environmental Department expenditures are under budget with 50.15% remaining. 50.89% left in the budget in Water & Sewer and 48.57% remaining in Solid Waste.
  - **Storm Sewers** – Under budget at the end of July. Operating storm sewer work is dependent on the year. In 2021 there has been less work than in previous years.
  - **Recycling Facility & Blue Box Collection** – Slightly under budget but close to last year's actuals at the end of July.
  - **4R Initiatives** – Over budget at the end of July, in line with expected expenditures as this budget is mainly used for clean-up programs that run throughout the summer months.

**Water & Sewer** – Overall Water & Sewer expenses are below budget at the end of July.

- **Treatment Plants** – Both Water and Sewer treatment plants are currently under budget. Only 5 months of hydro have been recorded at the end of July. These hydro bills appear to have caught up in August and should only be one month behind going forward. Both Treatment Plant's materials, chemicals and lab test expenses are currently under budget. Additional lab tests occur from June to October each year which will cause an increase in expenses during those months for the Water Treatment Plant.
- **General Sewer Lift Stations** – Expenses below last year at the end of July. Lift station work depends on pump failures and issues at the lift stations. This year has been quiet for the lift stations but this can change from month to month.
- **Sanitary System** – Actuals are below budget and prior year spending. Wage allocations from engineering are still to be recorded, which will increase expenses in Sanitary System. Less overtime has been worked this year than in prior years.
- **Waterworks** – Actuals are below prior year spending. Wage allocations from engineering are still to be recorded which will increase expenses in Waterworks. Contracted services and materials & supplies in Waterworks are significantly lower than budget. Less time spent on water main breaks in 2021 than in past years so far. Wages can vary between Waterworks and Sanitary System as required.

**Solid Waste** – Overall solid waste is below budget.

- **Garbage Collection** – Under budget but currently close to prior year spending at the end of July.
- **Hazardous Waste** – Below budget at the end of July. Typically, this departments expenses are contracted services and invoices come in the fall.
- **Transfer Facility** – Slightly below budget however expenses are comparable to prior year. Repairs and maintenance, materials and supplies, and contracted services are under budget.
- **Health Services** – Health Services are close to budget at the end of July.

- **Social and Family Services** – Social and Family Services expenses have exceeded budgets at the end of July, as anticipated. It is expected that actuals will be close to budget at the end of the year. Pinecrest Home for the Aged is paid out in 3 instalments and the 2<sup>nd</sup> instalment was paid out in June.
- **Community Services** – Overall Community Services expenses are below budget with 55.60% remaining.
  - **Parks** – With summer in full swing the parks expenses are now exceeding budgets at the end of July, this is expected as these expenses slow down going into the fall.
  - **Norman Park** - Majority of the expenses in the department are water bills related to the splash park. We won't see large expenses in this department until June 11<sup>th</sup> when the splash park opened. The first water bill will be expected in August and will be approximately \$41k for 2 months.
  - **Harbourfront** – The flower contract began in May, and this department is now close to catching up to budget at the end of July.
  - **Ball fields** – Below budget with wages and materials & supplies less than anticipated.
  - **KRC Complex** – Currently under budget and slightly behind last year actuals at the end of July. Contracted services, and repairs and maintenance actuals are lower than prior year. Some expenses were less than budgeted with the facility being closed.
  - **Thistle & KM Arena** – Repairs and maintenance, and wages are still ongoing in these departments. Expenses are in line with prior year, but still below budget due to COVID.
  - **MSFC Pool** – Expenses are below budget and below last year's spending for the first half of 2021 as expected with the recreation centre being closed for the majority of that time.
  - **Teams and clubs** – Budgeted \$8,000 to each community club, Central, Evergreen and Rideout. Rideout & Evergreen have been paid out.
- **Planning & Development** – Planning & Development expenses are below budget with 49.38% remaining in the budget. With the exception of below, most departments in Planning & Development were very close to budget.
  - **Labour Action Centre** – These expenses are fully funded, the program was extended for 3 months to the end of August and will be wrapped up at that time.
  - **Tourism** – No travel expenses to date.

#### **User Fees:**

- Overall, user fees are below budget projections with 65.09% remaining to be collected at the end of July. Water & Sewer has 48.05% and Solid Waste has 37.97% left to collect at the end of July.
- **General Government**  
General Government overall is closer to budget with 42.66% left to collect at the end of July.
  - **City Clerk** – Under budget and below last year's revenues at the end of July. Marriage licenses and lottery licensing fees seem to be the most affected by COVID.
  - **Finance** – Accounting fees associated with the Labour Action Centre have been credited to the finance department. This item was not budgeted for.

- **Rentals** – Rentals are in line with budget and comparable to prior year actuals at the end of July.
- **Protection to Persons and Property**  
Protection to Persons and Property are right on budget at the end of July with 41.86% remaining.
  - **Fire Department** – Fire revenues are right on budget with Highway Rescue calls higher than prior year at the end of July.
  - **Building Inspection** – Building inspection higher than budget and higher than last year at this time. A significant amount of building inspection fees was received in May and June. Revenues can vary from month to month as they are dependent on development in the community but typically increase during the summer months.
  - **Provincial Offences** – These revenues are recorded on a quarterly basis and are dependent on fines assessed in the area. There was very little revenue in the first quarter to distribute as expected with COVID, therefore the first two quarters will be compiled together and calculated as revenue for the surrounding municipalities.
- **Transportation Services**  
Transportation user fees are under budget with 56.07% remaining.
  - **Conventional Transit** – Close to prior year but less than budget at the end of July. Note that COVID did cause a decline in ridership.
  - **Metered parking** – In 2020 we saw that COVID caused a reduction in traffic and parking, we see this continued reduction in parking and traffic moving into 2021. We are behind last year's actuals by \$17,069.
  - **Docks** – User fees in 2021 are currently better than last year at the end of July with only 7.06% remaining to be collected.
  - **Garage and shop** – Some unexpected work order billings by the shop has put user fees over budget.
- **Environmental Services**  
Environmental services user fees are under budget with 64.56% of the revenues remaining. 48.05% of Water & Sewer User fees are also still to be collected and 37.97% of Solid Waste User fees.

#### **Water & Sewer**

- **Water and Sewer** - Water & Sewer user fees are typically one month behind budget. Water & Sewer user fees have 47.59% and 48.53% remaining in the budget respectively which is close to the expected one month behind budget.

#### **Solid Waste**

- **Garbage Collection** – Bag Tag sales above budget at the end July and in line with last year at the end of July.
- **Transfer Facility** – Tipping fees currently lower than budget but in line with prior year's actuals. Typically, we see higher volume at the transfer station during the summer months.
- **Kenora Area Landfill** – Currently ahead of budget at the end of July with only 36.14% remaining. Several large tipping fee charges have increased revenues throughout the summer months.

- **Community Services**

Community Services are below budget with 83.23% left to collect. COVID has significantly affected these departments related to the recreation centre. With the recreation centre opened back up we have seen membership revenue begin to climb again.

- **Planning and Development**

Planning and Development user fees are under budget with 63.28% remaining to be collected. User fees in planning and development vary from year to year and depend on activities and developments in the community. Planning operations user fees are higher than prior year in areas such as, zoning bylaw amendments, land purchase applications, compliance letters and site plan fees. Whitecap rentals have been minimal to date due to COVID restrictions.

Please let me know if you have any questions, or would like to see any of the department statements in further detail.

**Strategic Plan or other Guiding Document:**

Fiscal Responsibility: We manage the municipal finances in a responsible, prudent and transparent manner.

**ERM Assessment:** Monitoring financial statements on a monthly basis mitigates some of the uncertainty related to projected costs vs actual expenditures.



**September 6, 2021**

## **City Council Committee Report**

**To: Kyle Attanasio, CAO**

**Fr: Heather Pihulak, Director of Corporate Services**

**Re: IT Managed Services Contract Extension**

### **Recommendation:**

That Council hereby authorizes a service contract for City IT related managed services through Boreal Datacom Inc. for a three year period commencing January 1, 2022 through December 31, 2024; and further

That three readings be given to a by-law to authorize the contract for this purpose.

### **Background:**

In 2010, the City's IT Supervisor, Jim Carambetsos, brought forward a proposal to the City for providing IT Services while at the same time providing the City the opportunity for cost reductions commencing with the 2010 fiscal period. The proposal related to outsourcing the functions of the IT Supervisor through a Service Level Agreement (SLA) with Jim's company: Boreal Datacom. The SLA was adopted and has been successfully in place since 2010.

Currently, due to the SLA with Boreal Datacom, the City does not have an IT staff member on payroll. In 2010 there were four staff members on payroll, one of which was a supervisor. The cost savings originally anticipated have been realized over this eleven year period through outsourcing.

City staff are pleased with the managed services provided by Boreal Datacom and would like to continue the relationship and the cost savings. Boreal staff have provided an excellent level of expertise and knowledge of the City's systems and he continues to monitor the risk and exposure for the municipality through the various security trends. Overall, it is recommended that the City continue to sole source this service and not engage in an RFP process.

The surveillance camera infrastructure has grown exponentially and there has been significant growth in the amount of data the city generates and stores, which of course adds demand to maintain the production data as well as the backup and replication processes to ensure the data is both available and recoverable.

The overall network services demand has proven itself to be ever-increasing. We must assume these trends will continue into the future. Given the fact our service agreement is essentially limitless in terms of Boreal Datacom's commitment to maintain the city's network infrastructure; there would naturally be an increase to account for the increase demand. Boreal works on our systems all hours of the day and when a system fails, they attend immediately and look after regardless of the time or day. They have proven their reliability in providing solid IT services for the City.

A copy of a draft SLA as negotiated between Boreal Datacom and City administration has been attached for your reference. The current IT Agreement expires December 31, 2021 and the 2022-2024 agreement is presented for consideration. Workload trends have remained consistent over the past 10+ years with the City, and Boreal expects to move forward into this new term with "business as usual". There is a fee increase of \$1,500/month in order to cover anticipated cost increases throughout the new 3 year term.

**Budget:** Annual costing for the 2018-2021 term is \$174,960, previous term of 2013-2017 was \$142,138. The new agreement for the 2022-2024 term is \$192,960 which is a \$1,500/mo increase.

**Risk Analysis:** There is a high risk associated with this report as IT managed services is critical to any organization. We have a long standing relationship with Boreal Datacom and rely on their expertise in our systems to ensure the security of our information and reliability of systems and data. New technology means new problems and Boreal ensures that system failures are addressed immediately.

**Communication Plan/Notice By-law Requirements:** bylaw required for agreement

**Strategic Plan or other Guiding Document:** Administrative



**September 5, 2021**

## **City Council Committee Report**

**To: Kyle Attanasio, CAO**

**Fr: Heather Pihulak, Director of Corporate Services/City Clerk  
Heather Lajeunesse, Enforcement Services Manager**

**Re: Adoption of a Bylaw to Regulate Noise**

**Recommendation:**

That Council gives three readings to a bylaw to adopt a new Noise bylaw for the City of Kenora; and further

That Council hereby authorizes the application of new set fines for a bylaw to regulate noise and the application to the Attorney Generals office for the approval of such set fines; and further

That bylaw number 27-2007 be hereby repealed.

**Background:**

The current bylaw to regulate noise has been in effect since 2007 and has not been reviewed or amended to address current trends in bylaw enforcement calls. The new bylaw is to replace the existing noise bylaw #27-2007 which will establish rules to address areas where the former bylaw did not address. The bylaw has been reviewed by our municipal solicitor and following the adoption of the bylaw, an application will be made to the Attorney Generals office for approval of the established set fines which then permits bylaw enforcement to issue charges under Part I of the Provincial Offences Act.

**Budget:** N/A

**Risk Analysis:** There is a low risk associated with this report. While updating the existing bylaw to address trending bylaw enforcement calls will assist us in responding, the risk is low in not adopting a new bylaw.

**Communication Plan/Notice By-law Requirements:** Bylaw required and application to the Attorney General Office for set fines required

**Strategic Plan or other Guiding Document:** Administrative

# THE CORPORATION OF THE CITY OF KENORA

## BY-LAW NUMBER 27-2007

### A BYLAW TO REGULATE NOISE IN THE CITY OF KENORA

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**WHEREAS** Section 129 of the Municipal Act, 2001 authorizes the council of every local municipality to regulate and prohibit with respect to the making of noise; and

**AND WHEREAS** it is in the public interest to reduce the noise level in the City of Kenora and to promote and protect public health, safety, welfare and the peace and quiet of the inhabitants of the City.

**THEREFORE** the council of the City of Kenora enacts as follows:

#### **DEFINITIONS**

1.1 In this bylaw,

**“clerk”** means the clerk for The Corporation of the City of Kenora;

**“construction”** includes erection, alteration, repair, dismantling, demolition, structural maintenance, painting, moving, land clearing, earth moving, grading, excavation, the laying of pipe and conduit whether above or below ground level, street and highway building, concreting, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose, and includes any associated or related work;

**“construction equipment”** means any equipment or device designed or intended to be used in construction or material handling including but not limited to air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, scrapers, pavers, generators, off-highway haulers, trucks, ditchers, compactors and rollers, pumps, concrete mixers, graders and other material handling equipment;

**“emergency vehicle”** means a land ambulance, fire department vehicle, police services vehicle and any other motor vehicle being used to respond to an emergency;

**“motor vehicle”** includes an automobile, bus, truck, motorcycle, motor assisted bicycle and any other vehicle propelled or driven other than by muscular power;

**“municipal service vehicle”** means a vehicle operated by or on behalf of the City of Kenora or a contractor retained by the City while the vehicle is being used for the construction, repair or maintenance of the highway including the clearing

and removal of snow, construction repair maintenance of a municipal utility, or the collection or transportation of waste or other municipal purpose;

“**noise**” means any sound which is of such volume or nature that it does, or is likely to disturb any of the inhabitants of the City of Kenora; and

“**point of reception**” is any point on any property or premises other than the property or premises on which the noise originates.

**REGULATED NOISE**

- 2.1 No person shall, during the times specified in Schedule A, make, cause or permit the making of noise within the City of Kenora that is the result of any of the activities described in Schedule A that is audible at a point of reception.

**EXEMPTIONS**

- 3.1 Section 2 shall be deemed not to apply to noise resulting from an activity if:
  - (a) it is the result of measures undertaken in an emergency or by emergency vehicles;
  - (b) it is caused by municipal service vehicles;
  - (c) it is caused by agricultural activities;
  - (d) it is undertaken primarily for religious activities; or
  - (e) a permit has been issued for the activity pursuant to Article 4.3, and the conditions of the permit are complied with.

**PERMITS**

- 4.1 The clerk is designated to review and if deemed expedient and not contrary to the interests of the community, to issue a permit for an exemption from this bylaw.
- 4.2 An application for an exemption permit shall be in writing, and shall set out particulars of the proposed activity, the area of the City likely to be affected, and the days and times for which the exception is requested. An application shall be accompanied by a fee in the sum of \$25.00. The clerk may waive the fee in circumstances where it appears reasonable to the clerk to do so.
- 4.3 The clerk may grant a permit for an exemption under this bylaw on such terms and with such conditions or restrictions as she or he deems appropriate.
- 4.4 Where the clerk refuses to grant an exemption within 10 days of receipt of an application, or the applicant is unsatisfied with the conditions imposed by the clerk,

the applicant may appeal to the City Council by filing with the clerk a request to appeal within 20 days of the date that the application was filed with the clerk, or 10 days from the date of the granting of the exemption with conditions, as the case may be.

**OFFENCES**

- 5.1 Any person who contravenes the provisions of this by-law is guilty of an offence and upon conviction is subject to a fine as provided for in the Provincial Offences Act and to any other applicable penalties.
- 5.2 If this bylaw is contravened and a conviction entered, the court in which the conviction has been entered or any court of competent jurisdiction thereafter may in addition to any other remedy and to any penalty that is imposed, make an order prohibiting the continuation or repetition of the offence by the person convicted.

**VALIDITY**

- 6.1 If a court of competent jurisdiction declares any provision or any part of a provision of this bylaw to be invalid or to be of no force in effect, it is the intension of council enacting this bylaw at each and every provision of this bylaw authorized by law be applied and enforced in accordance with its terms to the extent possible according to law.

**REPEAL**

- 7.1 That By-law Number 40-2001 be and is hereby repealed.

**COMMENCEMENT**

- 8.1 This bylaw comes into effect on the date of the third reading and final passage thereof.

**By-law read a First & Second Time this 12 day of March, 2007**

**By-law read a Third & Final Time this 14 day of May, 2007**

**THE CORPORATION OF THE CITY OF KENORA:**

.....Leonard P. Compton, MAYOR

.....Joanne L. McMillin, CITY CLERK

**SCHEDULE "A" TO BY-LAW NUMBER 27 - 2007**

**REGULATED NOISES PRESCRIBED BY TIME OF DAY**

<b>ACTIVITY</b>	<b>PROHIBITED TIME OF DAY</b>
1. Persistent barking, calling or whining or other similar persistent noise making by any domestic pet or any other animal kept or used for any purpose other than agriculture.	Prohibited AT ALL TIMES
2. The use of a horn, whistle, bell, or gong except as a warning device.	Prohibited AT ALL TIMES
3. The detonation of fireworks.	Prohibited AT ALL TIMES except 7:00 p.m. to 11:00 p.m. on New Years Day, Victoria Day, Canada Day, Labour Day, New Years Eve, and the U.S. Independence Day.
4. The detonation of explosive devices used in construction.	Prohibited between 9:00 p.m. and 7:00 a.m.
5. The operation of an internal combustion engine without an effective muffler.	Prohibited AT ALL TIMES
6. The operation of any tool including a hammer, saw, nail gun, lawn mover, staple gun, hedge trimmer, drill or the like, except for purposes of any snow removal.	Prohibited between 9:00 p.m. and 7:00 a.m.
7. The operation of construction equipment.	Prohibited between 9:00 p.m. and 7:00 a.m.
8. The operation of a dirt bike, all-terrain cycle, go-cart, dune-buggy or other like unlicensed motor vehicle.	Prohibited AT ALL TIMES
9. The undertaking of construction work, including erection, alteration, repair, dismantling or any activity related to construction.	Prohibited between 9:00 p.m. and 7:00 a.m.
10. The operation of any electronic device or group of connected electronic devices incorporating one or more loud speakers or other electro-mechanical transducers, and intended for the production, reproduction or	Prohibited AT ALL TIMES

amplification of sound.	
<b>11.</b> Yelling, shouting, whistling, singing or playing of musical instruments.	Prohibited between 9:00 p.m. and 7:00 a.m.
<b>12.</b> The operation of a motor vehicle licensed under the Highway Traffic Act, or the Motorized Snow Vehicles Act, without the original manufacturer's muffler system, or an equivalent muffler system.	Prohibited AT ALL TIMES

*Note: Please refer to Sections 3 and 4 regarding exceptions and permits relating to this By Law.*

# The Corporation of the City of Kenora

## By-Law Number - 2021

### A Bylaw to Regulate Noise in the City of Kenora

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**Whereas** sections 8, 9 and 10 of the *Municipal Act, 2001* authorize The Corporation of the City of Kenora (the “City”) to pass by-laws necessary or desirable for municipal purposes, and, in particular, paragraphs 5, 6, 8 and 9 of subsection 10(2) authorize by-laws respecting the economic, social and environmental well-being of the municipality; the health, safety and well-being of persons; the protection of persons and property; and animals; and

**Whereas** section 129 of the *Municipal Act, 2001* authorizes the City to prohibit and regulate with respect to the making of noise and, in particular, to prohibit noise unless a permit is obtained from the City and to impose conditions for obtaining, continuing to hold and renewing any such permit; and

**Whereas** it is in the public interest to reduce noise levels in the City in order to promote and protect the health, safety, welfare and the peace and quiet of persons in the City;

**Now Therefore** the Council of the City enacts as follows:

#### **1.0 DEFINITIONS**

1.1. In this bylaw,

“**City**” means The Corporation of the City of Kenora or, where referring to geographic area, the City of Kenora;

“**City Clerk**” means the clerk of The Corporation of the City of Kenora, or her or his designate;

“**construction**” includes erection, alteration, repair, dismantling, demolition, structural maintenance, land clearing, earth-moving, grading, excavating, the laying of pipe and conduit whether above or below ground level, road building, application of concrete, equipment installation and alteration and the structural installation of construction components and materials in any form or for any purpose, and includes any work in connection with these activities;

“**construction equipment**” includes any equipment, machine, device or vehicle designed or intended to be used in construction or material handling including, but not limited to, hand tools, power tools, air compressors, pile drivers, pneumatic or hydraulic tools, bulldozers, tractors, excavators, trenchers, cranes, derricks, loaders, scrapers, pavers, generators, off-highway haulers, trucks, ditching machines, compactors and rollers, pumps, concrete mixers, graders and other material handling equipment;

“**emergency vehicle**” includes an ambulance, fire department vehicle, police services vehicle and any other motor vehicle being used to respond to an emergency;

**“event”** includes an exhibition, concert, festival, race, parade, circus, sporting event, wedding, social event or other activity held within the City;

**“government work”** includes construction, rehabilitation or maintenance work conducted by the City, the Province of Ontario or the Government of Canada or by any of their agencies, contractors or agents when actually engaged in the work;

**“motor vehicle”** includes an automobile, bus, truck, motorcycle, motor assisted bicycle and any other vehicle propelled or driven other than by muscular power;

**“municipal service vehicle”** means a vehicle operated by or on behalf of the City, or a contractor or agent of the City, while the vehicle is being used for the construction, repair or maintenance of a highway, including the clearing and removal of snow, the construction, maintenance or repair of a municipal utility, the collection or transportation of waste, or any other City purpose;

**“noise”** means sound, particularly when it is of a volume or nature at a point of reception that it is unwanted, excessive, unusual, unpleasant or loud;

**“point of reception”** means any premises where sound originating elsewhere is received;

**“premises”** includes land, whether public or private, and any building or structure or part thereof on it, and, without limitation, includes a place of residence and a place of business;

**“unreasonable noise”** means noise that, in the circumstances, disturbs or is likely to disturb the quiet, peace, rest, enjoyment, comfort or convenience of a reasonable person in the neighbourhood or in the vicinity;

## **2.0 PROHIBITED NOISE**

- 2.1. No person shall make, cause or permit unreasonable noise in any public or private place in the City of Kenora.
- 2.2. Without limiting the generality of section 2.1, noise from the activities listed in Schedule “A” that is received at a point of reception during the time periods specified in Schedule “A” is deemed to be unreasonable noise.

## **3.0 EXEMPTIONS**

- 3.1. Despite any other provision of this By-law, it shall be lawful to emit or cause or permit the emission of sound from:
  - a) bells, horns, whistles or sirens required for the purposes of public safety, including sirens when operated by police services, fire and paramedic services or bells, horns or whistles operated by rail or transit services;

- b) sound from emergency vehicles and measures undertaken for the immediate health, safety or welfare of persons under emergency circumstances;
- c) government work;
- d) bells or chimes or any other sound emitted primarily for religious activities associated with any church, chapel, meeting house or religious service;
- e) an activity for which a permit has been issued pursuant to sections 4.9 and 4.10, and the conditions of the permit are complied with;
- f) a “normal farm practice” as defined in the *Farming and Food Production Protection Act*, 1998, S.O. 1998, c. 1, as amended, and carried on as part of an “agricultural operation”, also as defined in *Farming and Food Production Protection Act*, 1998, S.O. 1998, c. 1, as amended; and
- g) an event that is organized by the City or is expressly authorized, in writing, by the City;

#### **4.0 EXEMPTION PERMITS**

- 4.1.** Any person may make an application to the City for an exemption from any of the provisions of this By-law.

##### **The Process**

- 4.2.** An application for an exemption from any of the provisions of this By-law shall be made to the City Clerk and shall be made at least thirty (30) days prior to the first date for which the permit is sought.
- 4.3.** The City Clerk may waive the thirty (30) day notice requirement provided for in section 4.2 of this By-law where it appears, in her or his discretion, just, appropriate and reasonable to do so.
- 4.4.** Without limiting the City Clerk’s authority to prescribe the form and content of an application for an exemption permit, an application for an exemption from the provisions of this By-law shall be made in writing, and shall include the following:
- a) the applicant’s name, address and contact information, including a contact email address;
  - b) the name, address and contact information, including email contact information, for the person(s) who will be supervising the event or other activity for which the exemption is being sought;
  - c) a description of the nature of the event or other activity, including whether it will be a public or private event or activity, and the proposed source of the noise related to such event or activity;

- d) the applicant's reason for requesting the exemption;
- e) the duration of the event or other activity and, more particularly, whether the request relates to an event or activity that is a one-time event or activity or one that will be occurring on multiple occasions and/or on multiple dates;
- f) the date(s), time(s) and locations(s) of the event or other activity for which the exemption is being sought;
- g) the applicable application fee; and
- h) any other information that the City Clerk, in her or his discretion, deems relevant in order to consider the exemption request.

**4.5.** The City Clerk may waive any applicable application fees for an exemption permit where it appears, in her or his discretion, just, appropriate and reasonable to do so.

**4.6.** The City Clerk may if, in her or his discretion, it is in the public interest to do so:

- a) require the publication of notice to the public by the applicant in an online news source, a newspaper of general circulation or otherwise as directed by the City Clerk;
- b) post a notice of any application for an exemption permit on the City's Website.

**4.7.** In considering an application for an exemption permit, the overriding consideration shall be the impact, as determined by the City Clerk in her or his discretion, on the public interest if the exemption request is granted.

**4.8.** Without limiting the generality of section 4.7, the City Clerk shall have regard to all of the following when considering a request for an exemption permit:

- a) any negative effects that the issuance of the permit may have on persons in the neighbourhood or the public generally;
- b) any benefits that the issuance of the permit may have on persons in the neighbourhood or the public generally;
- c) any previous violations of this By-law or any exemption permit by the applicant or any person on whose behalf the current exemption application has been made; and
- d) anything else that the City Clerk deems relevant in her or his consideration of whether it would not be contrary to the public interest to issue the requested exemption permit.

- 4.9.** The City Clerk, after reviewing and considering an exemption permit request, may, in her or his discretion:
- a) grant the requested exemption, with or without conditions;
  - b) refuse to grant the requested exemption; or
  - c) grant the requested exemption to a greater or lesser extent, with or without conditions.
- 4.10.** Without limiting the generality of section 4.9, the conditions that the City Clerk may impose on an exemption permit, include, but are not limited to, conditions relating to:
- a) the event or other activity that may generate the noise;
  - b) the specific part of the property on which the noise may be made;
  - c) the type and volume of the noise that may be made;
  - d) the times during which noise may be made;
  - e) the period of time during which the exemption permit is in effect; and
  - f) the monitoring of the noise by a qualified person and, if required, the filing of an interim and/or final report to the City Clerk respecting the event or other activity;
- 4.11.** Where the City Clerk refuses to grant an exemption or an exemption is granted with conditions, or a lesser exemption is granted, the applicant may appeal the City Clerk's decision to City Council by filing with the City Clerk a written notice of appeal within twenty (20) days of the date that the City Clerk's decision on the application was made.
- 4.12.** After receipt of a properly made notice of appeal, the City Clerk shall notify the applicant of the appeal hearing date, once established.
- 4.13.** If the Applicant does not attend on the hearing date for the appeal, City Council may deem the appeal to be abandoned or may consider it in the absence of the applicant and the applicant shall not be entitled to further notice of the proceeding.
- 4.14.** Upon consideration of an appeal, City Council shall have regard for the criteria established in sections 4.7 and 4.8 of this By-law and may uphold or vary, with or without conditions, the decision made by the City Clerk.
- 4.15.** No person who receives an exemption permit under this By-law shall fail to comply with all terms and conditions contained in such permit, including, without limitation, any term specifying the date and period of time during which the permit is effective.

- 4.16. Any breach of the terms or conditions of an exemption permit, or any error or omission in the information provided to the City pursuant to section 4.4 of this By-law shall immediately, and without notice, render the exemption null and void.

## **5.0 NOTICE**

- 5.1. Any notice, decision or order made by the City under this By-law may be served:
- a) by email to the last known email address of the person being served, in which case service shall be deemed to have been made on the day of sending, unless the document was sent after 5 pm, in which case service shall be deemed to have been made on the following day;
  - b) by registered mail to the last known address of the person being served, in which case it shall be deemed to have been given on the third day after it was mailed; or
  - c) with respect to an order to be served on an owner of real property, by placing a placard stating the terms of the order in a conspicuous place upon or near the real property to which the order relates, in which case service shall be deemed to have been made on the day of posting.

## **6.0 ENFORCEMENT, OFFENCES AND PENALTIES**

### **Orders Made Under Sections 444 and 445 of the *Municipal Act, 2001***

- 6.1. Any person who contravenes an order made under section 444 of the *Municipal Act, 2001* respecting a contravention of this By-law is guilty of an offence.
- 6.2. Any person who contravenes an order made under section 445 of the *Municipal Act, 2001* respecting a contravention of this By-law is guilty of an offence.

### **General Offence Provision**

- 7.1. Any person who contravenes any provision of this By-law is guilty of an offence and upon conviction is subject to a fine or other penalty as provided for in the *Provincial Offences Act*.

### **REPEAL**

- 8.1. By-law No. 27-2007 of the City is hereby repealed.

### **EFFECTIVE DATE**

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

**By-Law Read a First and Second Time this 21<sup>st</sup> day of September, 2021**

**By-Law Read a Third and Final Time this 21<sup>st</sup> day of September, 2021**

**The Corporation of the City of Kenora:-**

.....  
**Daniel Reynard, Mayor**

.....  
**Heather Pihulak, City Clerk**

**SCHEDULE "A" TO BY-LAW NUMBER ---2021**

**NOISES THAT ARE DEEMED TO BE UNREASONABLE**

<b>ACTIVITY</b>	<b>PROHIBITED TIME OF DAY (All times are local times)</b>
<p><b>1.</b> Persistent barking, calling or whining or other similar persistent noisemaking by any domestic pet or any other animal kept or used for any purpose other than a "normal farm practice" as defined in the <i>Farming and Food Production Protection Act</i>, 1998, S.O. 1998, c. 1, as amended, and carried on as part of an "agricultural operation", also as defined in the <i>Farming and Food Production Protection Act</i>, 1998, S.O. 1998, c. 1, as amended.</p>	<p align="center">Prohibited AT ALL TIMES</p>
<p><b>2.</b> The use of a siren, horn, whistle, alarm, bell, gong or other warning device, unless the sounding of the warning device is for a necessary purpose and for a reasonable period of time;</p>	<p align="center">Prohibited AT ALL TIMES</p>
<p><b>3.</b> The detonation of fireworks.</p>	<p align="center">Prohibited AT ALL TIMES except 7:00 p.m. to 11:00 p.m. on New Year's Day, Victoria Day, Canada Day, Labour Day, New Year's Eve, and the U.S. Independence Day.</p>
<p><b>4.</b> The detonation of explosive devices used in construction.</p>	<p align="center">Prohibited between 9:00 p.m. and 7:00 a.m.</p>
<p><b>5.</b> The operation of an internal combustion engine without an effective muffler.</p>	<p align="center">Prohibited AT ALL TIMES</p>

<p><b>6.</b> The operation of any tool which generates sound that is loud, unpleasant or otherwise unreasonable, including, without limitation, a compressed air tool, hammer, saw, nail gun, lawn mower, leaf blower, staple gun, hedge trimmer or drill.</p>	<p>Prohibited between 9:00 p.m. and 7:00 a.m.</p>
<p><b>7.</b> The operation of construction equipment.</p>	<p>Prohibited between 9:00 p.m. and 7:00 a.m.</p>
<p><b>8.</b> The undertaking of construction work.</p>	<p>Prohibited between 9:00 p.m. and 7:00 a.m.</p>
<p><b>9.</b> Noise generated by the operation of speakers or any other sound amplification device that is loud, unpleasant or otherwise unreasonable</p>	<p>Prohibited AT ALL TIMES</p>
<p><b>10.</b> Yelling, shouting, whistling or playing of musical instruments</p>	<p>Prohibited between 9:00 p.m. and 7:00 a.m.</p>

**PART I - PROVINCIAL OFFENCES ACT  
THE CORPORATION OF THE CITY OF KENORA  
SET FINE SCHEDULE TO BY-LAW NUMBER**

Item	Column 1 Short Form Wording	Column 2 Offence Creating Provision	Column 3 Set Fine
1.	Permit persistent noise from pet	Section 2.2 Schedule "A", Item 1	\$250.00
2.	Use siren, horn, whistle, alarm, bell, gong or other warning device	Section 2.2 Schedule "A" Item 2	\$250.00
3.	Cause noise by detonation of fireworks	Section 2.2 Schedule "A" Item 3	\$250.00
4.	Cause noise by detonation of explosives during prohibited time	Section 2.2 Schedule "A" Item 4	\$250.00
5.	Cause noise by internal combustion engine without an effective muffler.	Section 2.2 Schedule "A" Item 5	\$250.00
6.	Cause noise by operation of tool during prohibited time	Section 2.2 Schedule "A" Item 6	\$250.00
7.	Cause noise by operation of construction equipment during prohibited time	Section 2.2 Schedule "A" Item 7	\$250.00
8.	Cause noise by undertaking construction during prohibited time	Section 2.2 Schedule "A" Item 8	\$250.00
9.	Cause noise by operation of speakers or any other sound amplification device	Section 2.2 Schedule "A" Item 9	\$500.00
10.	Yelling, shouting, whistling or playing of musical instruments during prohibited time	Section 2.2 Schedule "A" Item 10	\$500.00

*Note: The penalty provision for the offences indicates above is section 61 of the Provincial Offences Act, R.S.O. 1990, c.P33 as amended.*



**September 5, 2021**

## **City Council Committee Report**

**To: Kyle Attanasio, CAO**

**Fr: Heather Pihulak, Director of Corporate Services**

**Re: National Day for Truth and Reconciliation**

### **Recommendation:**

Whereas in the spirit of reconciliation, the City of Kenora acknowledges that we are on the traditional territory of the Anishinaabe and Metis of Treaty #3; and

Whereas the City recognizes the importance of a strong relationship with our Treaty #3 partners; and

Whereas the Truth and Reconciliation Commission released its final report on June 2, 2015, which included 94 Calls to Action to redress the legacy of residential schools and advance the process of Canadian reconciliation; and

Whereas the recent discoveries of remains and unmarked graves across Canada have led to increased calls for all levels of government to address the recommendations in the TRC's Calls to Action; and

Whereas all Canadians and all levels of government have a role to play in reconciliation; and

Whereas Recommendation #80 of the Truth and Reconciliation Commission called upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process; and

Whereas the Federal Government has announced September 30th, 2021, as the first National Day for Truth and Reconciliation (National Orange Shirt Day) and a statutory holiday; and

Whereas Council authorizes City facilities closed for half of the day on September 30<sup>th</sup> to provide staff the period of time to attend a pathway of educational sessions pertaining to Residential School Survivors and commit as an entire organization to reconciliation through these educational activities;

Now Therefore Be It Resolved That Council of the City of Kenora does hereby commit to recognizing September 30th, 2021, as the National Day for Truth and Reconciliation (National Orange Shirt Day) and encourages all citizens to sharing the stories of residential school survivors with their families and communities which will aid in moving forward together in reconciliation.

**Background:**

Council has directed Administration to establish Reconciliation as a priority and to continue to build upon our relationships with the Indigenous communities and leaders surrounding us.

The Truth and Reconciliation Commission released its final report on June 2, 2015, which included 94 Calls to Action to redress the legacy of residential schools and advance the process of Canadian reconciliation. Recommendation #80 of the Truth and Reconciliation Commission called upon the federal government, in collaboration with Aboriginal peoples, to establish, as a statutory holiday, a National Day for Truth and Reconciliation to ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process. The Federal Government has announced September 30th, 2021, as the first National Day for Truth and Reconciliation (National Orange Shirt Day) and a Federal statutory holiday for Federal employees.

Municipal Employees are not Federal employees and therefore September 30<sup>th</sup> is not a statutory holiday for our employees at this time. Given the historical significance of this day, Administration gave a great deal of thought to the intent of the day, which is: "The history of residential schools, honour the victims and celebrate the survivors". Administration feels this is an important unique opportunity for the City staff to take this time to learn and listen and embrace ways to honour the historical significance in moving forward together. "A Pathway to a Day of Learning, Listening & Honouring".

The municipality, province and country stands unified on moving forward together in reconciliation. This requires everyone to take the time to listen, educate themselves and honour the survivors of the Residential Schools. September 30<sup>th</sup> will be a significant day in moving forward together.

**Budget:** N/A

**Risk Analysis:** There is a risk associated with this report as this is a significant part of our relationships and moving the municipality forward in reconciliation. Supporting this resolution and the education planned for employees on September 30<sup>th</sup> is part of the intent of the day and doing our part in providing our employees opportunity to learn, listen and honour.

**Communication Plan/Notice By-law Requirements:** public communication

**Strategic Plan or other Guiding Document:**

3-13 The City will continue to build and strengthen our working relations with other neighbouring municipalities and our Treaty 3 First Nations partners. Kenora Council and senior leadership are committed to annual meetings with our First Nations partners to identify issues of common concern and to discuss pathways for closer collaboration



September 14, 2021

## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Kevin Gannon, Director of Engineering and Infrastructure Services**

**Re: Engineering and Infrastructure Services Quarterly Update – June  
– August 2021**

### **Recommendation:**

That Council hereby receives the Engineering and Infrastructure Services third quarter update as presented

### **Background:**

As part of the planning process, Administration seeks and receives Council's approval on operating and capital budgets in any given year. In an effort to provide Council with an update on progress towards achieving goals, the following report has been created.

### **Fleet Services**

Capital projects:

All tenders for capital projects that were approved by council for the year 2021 have been issued with the last one closing on September 17<sup>th</sup>, 2021.

Fleet has received the following vehicles and equipment so far this year:

#### Roads

- 2021 Freightliner Tandem complete with Viking proline combo dump/spreader and Viking plow and wing
- 2021 Freightliner Tandem complete with proline combo dump/spreader
- 2021 Trackless MT7 tractor
- Trackless complete attachments - 48" power angle sweeper equipped with rear mount water tank and pump, front boom flail mower and a double trip edge snow blade with power angle
- 2 (two) 1.25 cubic yard tow-behind trackless sanders
- Promac brush head
- 9'6" MVP 3 snow plow complete with LED plow lights and a 18" snow deflector

The new tandem trucks have a rubber belt sanding system for the main conveyor and side conveyor, this allows the roads division to use these trucks for shouldering with materials like A-gravel or cold mix, and they can even do asphaltting with this new design of truck. These trucks don't have to lift their boxes to spread material so this makes them great to use when there are overhead wires/hazards. The roads staff have bought into these units which will allow the department to be more efficient.

The trackless MT7 tractor has a 4' sweeper attachment instead of the typical 5', this will allow the unit to sweep narrow sidewalks without damaging the sweeper or private property. This unit has a front boom flail to cut brush on the road shoulders and keep sight lines cleared. In the winter, this unit has a 5' foot power angle double trip snow blade to clear sidewalks, it will also tow a 1.25 cubic yard sander for sidewalk sanding.

The promac brush head is a hit already, it has proven itself to be way more effective than the older brush heads and has lowered the operating cost and operating time substantially, allowing the roads crew to achieve more kilometers of brushing.

The v-plow snow blade will be installed on the small dump one (1) ton with the sander, this will be a huge asset to the roads division when they are plowing back lanes and smaller areas.

### Fire

- 2021 Ram 1500 four door crew cab four wheel drive complete with truck cap, slide out box tray, decals, lighting and sirens all compliant to regulations

This truck allows the fire department to transport staff without needing to use of a pumper truck, for example they recently used it to travel to Red Lake to assist in the fire efforts there. It also allows them to be more efficient when hauling needed equipment and supplies.

### Parks

- 2021 X730 John Deere riding lawn tractor complete with a 54" deck
- 2021 Stronghaul aluminum tandem trailer complete with two (2) fold down sides and one (1) fold down rear ramp and is equipped with D-rings for tying down loads

This tractor is used by the parks division to cut grass, and replaced an older model that was starting to degrade. The trailer was upgraded from a single axle trailer to a tandem trailer to allow the department to haul two (2) tractors instead of one this will allow them to manage their time more effectively and cut more area, and other divisions can borrow this trailer as needed.

### Solid Waste

- 2 (two) Labrie expert co-mingle body mounted on a single axle freightliner truck

These trucks are used for curb side pickup of garbage and recycle, they were purchased with a heavier front axle as we have a lot of gravel roads and the heavier front axle stands up better to these road conditions, we also have ordered these trucks with Detroit motors in them as fleet is moving to all Detroit motors. This has allowed us to lower the maintenance costs and down time.

There are still 9 (nine) capital projects that are ordered and PO's have been issued for them, but due to COVID these delivery dates have been delayed and are unknown at this time.

### Fleet Division Operations:

Between the June 1<sup>st</sup> and August 31<sup>st</sup> the fleet division worked a total of 2,448 hours on 140 different vehicles and equipment for all divisions. They have completed 13 annual safety inspection on the city's CVOR vehicles and 57 preventive maintenance services in that time, as well as regular day-to-day repairs.

The fleet division doesn't only work on vehicles and equipment, they also work with different divisions on different projects. For example, over the summer the fleet division

worked with the roads and engineering divisions on the Keewatin Channel bridge joint capital project which consisted of the removal of the cover plates which needed to have the bolts removed. Then the plates were removed and transported to local machinist to machine cover plates to allow hex head bolts to be used. The plates then were reinstalled with hex bolts and torqued to proper specs. There were a total of 30 plates and 450 bolts, we have accomplished 20 plates and 300 bolts with only ten (10) plates remaining and 150 bolts left, this project will start back up the week of September 13<sup>th</sup>, 2021 weather permitting.

Between June and August, there were a number of smaller projects that the Fleet Division assisted with. We repaired the scale at the Transfer Station by making new joint cover plates and removing all broken bolts and installing new bolts with the plates. We have cut pieces out of the seacan that stores hazardous waste for the installation of new windows. We built stands for the engineering and roads division for street light pole storage to keep the poles off the ground and allow for easier access for inventory purposes. We regularly repair the gates at the transfer station, restore or rebuild various railings throughout the city, repair metal that could present a safety or tripping hazard, and are called out to various divisions for different metal fabrication or repairs.

**Roads Department:**

**OPERATIONS MAINTENANCE PROJECTS:**

Brushing of Roads completed to date, Miller Rapids Road and to sewer treatment plant. Jones Road from Highway 17 east to Homestake road.

Before



After



6<sup>th</sup> Street North Catch Basin Gutter Repair.



Manhole repairs Shauna Crescent, asphalt still required.

Before



After



Shoulder Repairs, shoulder washouts repair locations are:

- Coker Road,
- Hilly Lake Road,
- Transmitter Road,
- Homestake Road,
- 8th Street North.

Before



After



### Brick Repair at Hearing Society



### Asphalt Repair 5<sup>th</sup> Street South.

Before

After



Before



After



Culvert repairs at Shauna Crescent, Coker Rd, Essex Road, McKenzie Portage Road, Donbrock Drive, Zimmerman Drive. Asphalt required.

Before



After



# Retaining Wall Repair.

Before



After



## **Other Operating Maintenance Projects:**

### Bridge Washing:

- 8<sup>th</sup> Ave South,
- 7<sup>th</sup> Ave South,
- 1<sup>st</sup> Ave South,
- Winnipeg East (Hospital Bridge),
- Winnipeg West (Tunnel Island),
- Cameron Bay,
- Keewatin Channel,
- Bay St Over pass,
- Portage Bay,
- Darlington Bay,
- Matheson Street,
- Pelletier Bridge,
- Bailey Bridge,
- Lajeunesse Bridge ,
- Begg's Bridge.

Keewatin Channel Bridge Joints repairs alongside Fleet department.

### Dust suppression of roads:

- Ritchie Road,
- Villeneuve South Road
- North Roads,
- Essex Road,
- School Road,
- Begg's Road
- Loop Road, Coker Road,
- Austin Lake Road,
- Schnarr Lake Road
- Carlton Road
- Alcock Lake Road,
- Homestake Road,
- Minenault Road,
- Worana Road.

Dust suppression utilized a total of 156,000 liters of Calcium Chloride

Shoulder grass mowing with trackless flail units, roads completed include:

- Highway 17 East and West,
- Darlington Drive,
- Duffus Road,
- Peterson Drive,
- Sunnyside Road,
- Beryl Winder,
- Villeneuve North and South Road,
- Carlton with Alcock Lake Roads,
- Anderson Branch Road with Eagle Bay Road,
- River Bend Road.

## **Capital Project Budget:**

Capital Project scheduled for 2021 that will not be completed this year due to the extended bridge closure on the Essex Road Lajeunesse Bridge include:

Scope of work required for this project is culvert replacement, removal of aggregates, replace with blast rock, Granular B, Geo grid and Geo cloth and capped with Granular A. section will be scheduled for re-surfacing following completion on the following year of re-surfacing.

## **Budget:**

All noted projects are within the budget approved by Council.

## Water and Wastewater

### Status Report Period: 2021 3rd Quarter

<b>Name of Project:</b>	<b>Kenora Water Treatment Plant</b>		
<b>Project Manager:</b>	LBE ENGINEERING	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	August 2021	<b>Completion Date:</b>	December 2021
<b>Project Objective:</b>	To complete Installation of new pad mount primary transformer and new 450kw standby generator and transfer switch		

#### **Accomplishments:**

- Project has been awarded to Lake of the Woods Electric.
- Selection of the Generator has been finalized.
- Budget has been set at \$ 975,000.00
- Construction has begun.
- Current expenditures to date for works is \$890,340.00

**Schedule Status:** On Schedule

**Project Budget:** \$975,000

**Budget Status:** Satisfactory

#### **Lessons Learned / Best Practices:**

<b>Issues</b>		
	<b>Responsible</b>	<b>Response/ Due Date</b>
• Additional cost incurred to meet emissions requirements of the MECP	Change in environmental standards	Change order 1 Completed unit in production extra incurred
• ESA required additional manual transfer switch and additional splitter box for installation	ESA Requirement unforeseen during design	Change order 1 & 2 approved and unit in production extra cost incurred
• Rock breaking required for excavation extra	Unknown conditions	Extra incurred will finalize cost upon completion of trenching

#### **Request for Project Adjustments:**

<b>Adjustment</b>	<b>Reason</b>
• \$40,478.00	Change order 1 Generator upgrade and 800A manual transfer switch
• \$ 6494.00	Change order 2 Additional splitter box

#### **Plans for Next Period:**

- Continue excavation for underground electrical service.
- Begin installation of transfer switch and new electrical service entrance.
- Finalize removal of old Generator and installation of new generator
- Finalize decommissioning of old transfer switch and removal of old transformers details.
- Finalize project completion and commissioning

<b>Name of Project:</b>	<b>Upgrades</b>		
<b>Project Manager:</b>	LBE ENGINEERING	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	October 2021	<b>Completion Date:</b>	December 2021
<b>Project Objective:</b>	Waste water Treatment plant Grit separator raking mechanism refurbishment		

**Accomplishments:**

- Project was tendered and no Bids were received on closing August 12, 2021.
- After a follow up to bidders the tender was modified and has been re tendered and closes on September 17<sup>th</sup>,2021.
- Budget has been set at \$300,000.00
- Tender is for costs based on time and materials to refurbish the existing unit which has operated since 1977 and is still in good shape however the moving parts are well worn and require replacement. The refurbishment was chosen over replacement which would likely have required a replacement of the headworks building and all processes contained within.
- No expenditures to date for these works

**Schedule Status:** On Schedule

**Project Budget:** 300,000.00

**Budget Status:** Original budget was \$300,000.00 by refurbishing the existing unit we will be able to realize a reduction in cost completing the works on a time and materials refurbishment

**Lessons Learned / Best Practices:**

Issues		
	Responsible	Response/ Due Date
• No Bidders on first tender opening August 12, 2021	To much risk in bidding this project for Bidders	Went back to bidder to investigate why they chose not to Bid
• Re tender project after adjusting tender documents	Awaiting bid opening on September 17, 2021	
•		

**Request for Project Adjustments:**

Adjustment	Reason
• \$-	Post Bid
• \$	

**Plans for Next Period:**

Awaiting tender opening to modify work schedule.

**Name of Project:** Valley Lift station Upgrades  
**Project Manager:** LBE ENGINEERING **Project Sponsor:** Director of PW  
**Start Date:** October 2021 **Completion Date:** December 2021  
**Project Objective:** Replace existing pit less, piping structure and check valve assemblies to force main

**Accomplishments:**

- Project has been awarded to M Builds North Western Ontario
- Mechanical design and construction methods have been finalized.
- Budget has been set at tender approved cost of \$ 468,900.00
- Construction is set to begin in October.
- No expenditures to date for these works however we were able to negotiate a reduction in costs of \$14,100.00.
- Force Main Bypass valve replaced in house as part of Post Bid Addendum # 1

**Schedule Status:** On Schedule

**Project Budget:** \$468,900.00

**Budget Status:** Original budget was only \$300,000.00 however were able to realize a reduction in cost on our other Capital projects at the WTP and the WWTP to cover the additional cost of this project.

**Lessons Learned / Best Practices:**

Issues		
	Responsible	Response/ Due Date
<ul style="list-style-type: none"> <li>• Mechanical system Failure of force main check valves cracked and broken since May 2021 on both pumps.</li> </ul>	Pipe and valve deterioration	Temporary Emergency repairs completed to one pump and the other pump was disabled until repairs can be completed
<ul style="list-style-type: none"> <li>• Reduction in project costs with a post bid addendum # 1</li> </ul>	Revised work scope and materials	Complete cost savings realized \$14,100

**Request for Project Adjustments:**

Adjustment	Reason
<ul style="list-style-type: none"> <li>• \$-14,000.00</li> </ul>	Post Bid Addendum # 1
<ul style="list-style-type: none"> <li>• \$</li> <li>•</li> </ul>	

**Plans for Next Period:**

- Work to begin in October when the new Flyght Check valves arrive there was a 10 week delivery on these materials.

## **Engineering**

<b>Name of Project:</b>	<b>Capital Bridges – Beggs Arch Culvert &amp; Lajeunesse Bridge</b>		
<b>Project Manager:</b>	Municipal Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	June 2021	<b>Completion Date:</b>	October 17, 2021
<b>Project Objective:</b>	Lajeunesse Bridge -Rehabilitation of the Deck & Footings Beggs Arch Culvert – Rehabilitation of the Footings		

### **Accomplishments:**

- Project has been awarded to KEM Construction of Thunder Bay.
- Stantec of Winnipeg is the engineering consultant performing inspection and contract administration
- Construction has begun.

**Schedule Status:** Beggs Arch completed in July. Lajeunesse Bridge has been delayed from a Sept 1 opening to October 17, 2021 due to the project changing from a deck chip and patch repair to a deck replacement project based on the deck inspection after the asphalt surface was removed and half cell and delamination inspection was performed.

**Project Budget:** Beggs Arch Culvert \$249,390  
Lajeunesse Bridge \$565,610

**Budget Status:** Satisfactory – contingency has been substantially used for change to new deck and more than expected below water level footing grouting and repairs for the Lajeunesse Bridge. Beggs Arch Culvert had more below water level footing grouting and repairs than originally anticipated. Both locations are still within budget at this time.

### **Lessons Learned / Best Practices:**

<b>Issues</b>		
	<b>Responsible</b>	<b>Response/ Due Date</b>
• Ensure sufficient contingency funds for bridge and structure projects	N/A	N/A
•		

### **Request for Project Adjustments:**

<b>Adjustment</b>	<b>Reason</b>
•	
•	

### **Plans for Next Period:**

- Contractor to continue deck removal, forming and pouring of new cast in placed concrete deck and continue footing grouting for the Lajeunesse Bridge. To follow is guide rail installation and asphalt paving.
- Stantec to design new deck for the Lajeunesse Bridge.

<b>Name of Project:</b>	<b>2021 Municipal Paving Program</b>		
<b>Project Manager:</b>	Civil Technologist	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	May 2021	<b>Completion Date:</b>	September 2021
<b>Project Objective:</b>	Rehabilitation and improvements to various municipal roads and lanes		

**Accomplishments:**

- Hwy 17 E from River Drive to 5<sup>th</sup> ST S – asphalt resurfacing and installation of TWSIs - completed.
- 16<sup>th</sup> Ave N from 6<sup>th</sup> St N to 9<sup>th</sup> St N – sidewalk construction and paving – completed;
- Lane between Chipman St and Park St, - paving and selected storm sewer improvements - completed
- Darlington Dr, - paving completed, three wire guide and granular sealing not complete
- Beach Road – storm/culvert works completed, sidewalk 50% complete, paving anticipated within the next month.

**Schedule Status:** On Schedule

<b>Project Budget:</b>	Municipal Paving	\$1,443,604
	Lanes	\$50,000
	Highway 17 E	\$550,000

**Budget Status:** Satisfactory

**Lessons Learned / Best Practices:**

Issues		
	Responsible	Response/ Due Date
• Beach Road construction limits have been increased based on the available approved budget and tender prices received		
•		

**Request for Project Adjustments:**

Adjustment	Reason
•	
•	

**Plans for Next Period:**

- Complete Darlington Drive outstanding items;
- Complete Beach Road sidewalk;
- Pave Beach Road;
- Finalize landscaping details;

<b>Name of Project:</b>	<b>2021 Municipal Storm Works</b>		
<b>Project Manager:</b>	Civil Technologist	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	October 2021	<b>Completion Date:</b>	November 2021
<b>Project Objective:</b>	Remove and replace storm sewer system on Railway St between Sedesky Rd and Pump Ave		

**Accomplishments:**

- Tender has been issued, with a September 17, 2021 closing date.

**Schedule Status:** Pending award

**Project Budget:** \$230,000

**Budget Status:** Pending award

**Lessons Learned / Best Practices:**

Issues		
	Responsible	Response/ Due Date
•		
•		

**Request for Project Adjustments:**

Adjustment	Reason
•	
•	

**Plans for Next Period:**

- Award tender/commence construction

<b>Name of Project:</b>	<b>2021 Sanitary Sewer and Storm Sewer CCTV Flushing and Inspections</b>		
<b>Project Manager:</b>	Project Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	June 2021	<b>Completion Date:</b>	August 2021
<b>Project Objective:</b>	To flush and inspect the sanitary and storm linear assets to aid in cleaning, maintenance decisions, capital planning and asset management.		

**Accomplishments:**

- Project was awarded to Wessuc in June 2021. As of August 31, 2021 the work is complete with the report to be received with the August invoice.
- Approximately 10,000 m of sanitary sewer pipe and 4,000 m of storm sewer pipe inspected. Lengths to be confirmed upon receipt of the report.

**Schedule Status:** On Schedule

**Project Budget:** Sanitary sewer - \$100,000 Storm Sewer - \$60,000

**Budget Status:** Satisfactory

**Lessons Learned / Best Practices:**

Issues		
	Responsible	Response/ Due Date
•		

**Request for Project Adjustments:**

Adjustment	Reason
•	

**Plans for Next Period:**

- Review CCTV report for completeness and import data into City records.

**Name of Project:** 2021 Line Painting

**Project Manager:** Project Engineer

**Project Sponsor:** Director of Engineering and Infrastructure Services

**Start Date:** May 2021

**Completion Date:** August 2021

**Project Objective:** Annual line painting of municipal roadways lines, stop bars, turning arrows, cross walks and parking lots.

**Accomplishments:**

- Project was awarded to North West Lines in March 2021.
- As of August 31, 2021 the work is complete.

**Schedule Status:** Complete

**Project Budget:** \$218,000

**Budget Status:** Satisfactory

**Lessons Learned / Best Practices:**

Issues		
	Responsible	Response/ Due Date
•		

**Request for Project Adjustments:**

Adjustment	Reason
•	

**Plans for Next Period:**

- None.

<b>Name of Project:</b>	<b>2021 Kenora Area Landfill Phase 1 Perimeter Road Construction</b>		
<b>Project Manager:</b>	Project Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	September 2021	<b>Completion Date:</b>	November 2021
<b>Project Objective:</b>	To construct phase 1 of a road way and ditch lines surrounding the landfill extents and to install a permeable runoff retention basin for the natural attenuation areas.		

**Accomplishments:**

- Project was awarded to Moncrief Construction Ltd. in August 2021.

**Schedule Status:** On Schedule

**Project Budget:** \$500,000

**Budget Status:** Satisfactory

**Lessons Learned / Best Practices:**

Issues		
	Responsible	Response/ Due Date
•		

**Request for Project Adjustments:**

Adjustment	Reason
•	

**Plans for Next Period:**

- Host kickoff meeting with parties involved to set project standards and expectations.
- Moncrief Construction Ltd. to complete the construction works.
- Complete survey of retention basin to be cleared and adjust design as necessary.

<b>Name of Project:</b>	<b>2021 Railway Street Phase 2 – Utility Pole Relocation</b>		
<b>Project Manager:</b>	Project Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	June 2021	<b>Completion Date:</b>	March 2022
<b>Project Objective:</b>	To rehabilitate and re-align Railway Street from Gould Road to the project limits of the 2020 rehabilitation work. To be completed by March 2022 is the realignment of the hydro network and other telecommunication providers along railway street.		

**Accomplishments:**

- Acquisition of land from Canadian Pacific Railway required for phase 2 of the Railway Street project complete.
- City of Kenora and Synergy North’s project designs complete.
- Synergy North has mobilized to begun tree clearing to allow for their hydro network realignment work.

**Schedule Status:** On Schedule

**Project Budget:** CP Land budget amendment - \$175,000  
Pole line relocation budget amendment - \$615,000

**Budget Status:** Satisfactory

**Lessons Learned / Best Practices:**

Issues		
	Responsible	Response/ Due Date
• .		

**Request for Project Adjustments:**

Adjustment	Reason
•	

**Plans for Next Period:**

- Ensure Synergy North and telecommunications are on schedule to allow for 2022 construction
- Review City topographical survey update design drawings as required.
- Import as-built data into City GIS records.

<b>Name of Project:</b>	<b>2021 Sewer and Water Rehabilitation Project</b>		
<b>Project Manager:</b>	Project Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	April 2021	<b>Completion Date:</b>	September 2021
<b>Project Objective:</b>	To rehabilitate municipal sewer and water infrastructure including the replacement of surface works and including value added features where possible.		

**Accomplishments:**

- Project was awarded to Titan Contractors in March 2021. As of September 8, 2021 the project is substantially complete.
- 2<sup>nd</sup> Street S from 7<sup>th</sup> Ave S to 8<sup>th</sup> Ave S – sewer, water and surface works complete.
- 7<sup>th</sup> Ave S from 1<sup>st</sup> Street S to 2<sup>nd</sup> Street S – sewer, water and surface works complete.
- Railway Street (Laneway) from 7<sup>th</sup> Ave S to 8<sup>th</sup> Ave S – sewer, water, storm and surface works complete.
- 9<sup>th</sup> Street at Artillery Way – sewer, water and surface works complete.
- 12<sup>th</sup> Ave N from Curried Road to Valley Drive – sewer, water, storm and surface works complete.
- Project will be completed with no budget adjustments required.

**Schedule Status:** On Schedule

**Project Budget:** Wastewater program - \$1,500,000  
Water main program - \$1,500,000

**Budget Status:** Satisfactory

**Lessons Learned / Best Practices:**

Issues		
	Responsible	Response/ Due Date
•		

**Request for Project Adjustments:**

Adjustment	Reason
•	

**Plans for Next Period:**

- Titan to complete minor deficiencies and cleanup work.
- Final inspection and release of holdback.
- Complete as built drawings and import into City records.

**Strategic Plan or Other Guiding Document:**

2-1 The City will ensure that our municipal infrastructure assets are managed and maintained using available resources through a robust asset management plan and process, with the intent of moving towards all City infrastructure being in a good state of repair to ensure certainty, security and long-term stability of our systems.



September 7, 2021

## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Stace Gander, Director of Community Services**

**Re: Kenora Rec Centre Concession Contract Extension**

### **Recommendation:**

That Council hereby approves an extension to the contract agreement between the City of Kenora and Chad Gropp as established in the original Agreement authorized by By-law number 137-2018 for operation of the Kenora Recreation Centre Concession for one additional season ending July 31<sup>st</sup>, 2022.

### **Background:**

Chad Gropp submitted a bid in a response to the 2018 request for proposal to operate the Kenora Recreation Centre concession for a three year term. A significant portion of the contract was affected by COVID and shutdowns. Every effort to operate the concession during the 2020/2021 season was made when the Rec Centre was permitted to be open.

Chad has inquired about a one year extension for the 2021/2022 season. It is recommended the extension be approved under the same fee structure.

\$500.00 per month for ice season (October – April)

\$50.00 per operational day beyond ice season (May – September)

### **Budget:**

The corresponding revenue will be built into the 2022 budget and is already built into the 2021 operating budget.

### **Risk Analysis:**

There is low risk associated with this contract extension. Chad has already been operating the Kenora Rec Centre concession since 2018 and has all required documentation.

**Communication Plan/Notice By-law Requirements:** Resolution & bylaw required. Community Services; Finance and Administration; Chad Gropp

### **Strategic Plan or Other Guiding Document:**

2-9 – The City will support continuous improvements to recreation and leisure amenities, particularly those that support the quality of life

# **The Corporation of the City of Kenora**

## **By-law Number**

### **A By-Law to Authorize an Extension to a Contract Agreement between the Corporation of the City of Kenora and Chad Gropp for Kenora Recreation Centre Concession Services**

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Whereas the Corporation of the City of Kenora authorized a contract agreement between the Corporation of the City of Kenora and Chad Gropp for Concession Services at the Kenora Recreation Centre by bylaw on September 25<sup>th</sup>, 2018; and

Whereas Council now deems it necessary to execute an extension to that contract agreement between The Corporation of the City of Kenora and Chad Gropp for the provision of concession services at the Kenora Recreation Centre;

Now Therefore the Council of the Corporation of the City of Kenora enacts as follows:

1. That this Contract Extension Agreement shall be in effect for an extended for the 2021/2022 season ending on July 31<sup>st</sup>, 2022.
2. That all terms and conditions outlined in the original agreement executed by bylaw number 137-2018 be hereby extended to the dates outlined in Section 1 of this bylaw.
3. That this by-law shall come into force and be in effect from and after the final passing thereof.

**By-Law read a First and Second Time this 21<sup>st</sup> day of September, 2021**

**By-Law read a Third and Final Time this 21<sup>st</sup> day of September, 2021**

**The Corporation of the City of Kenora:-**

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**Daniel Reynard, Mayor**

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**Heather Pihulak, City Clerk**

**This Agreement made this 17<sup>th</sup> day of August, 2021**

**Between:**

**The Corporation of the City of Kenora  
(Hereinafter called "City")  
Of the First Part**

**And**

**Chad Gropp  
(Hereinafter called "Chad Gropp")  
Of the Second Part**

**Whereas** the City has the desire for concession services located at the Kenora Recreation Centre; and requires a contractor to supply concession services to be delivered at the Kenora Recreation Centre; and

**Whereas** Chad Gropp had submitted a bid on a Request for Proposal in 2018 to supply concession services at the Kenora Recreation Centre for a 3 year period in accordance with the Tender Documents, which is being extended to include the 2021/2022 season ending on July 31<sup>st</sup>, 2022.

**Now Therefore This Contract Agreement Witness** that in consideration of the premises noted below, the parties hereto covenant and agree as follows:

1. **That** Chad Gropp will provide the operation of services in accordance with the contract documents and submitted tender form for the 2018 contract for another additional period of one season ending on July 31<sup>st</sup>, 2022.
2. **That** this agreement is not transferable.
3. **That** this agreement shall take effect and come into force on September 21<sup>st</sup>, 2021.

**In Witness Whereof** the parties have hereunto affixed their hands and seals on the 21<sup>st</sup> day of September, 2021.

**The Corporation of the City of Kenora: -**

\_\_\_\_\_ **Daniel Reynard, Mayor**

\_\_\_\_\_ **Heather Pihulak, City Clerk**

**Chad Gropp**

\_\_\_\_\_  
\_\_\_\_\_ **Printed Name**

**Signed in the presence of:**

\_\_\_\_\_ **Witness**

September 14, 2021

## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Stace Gander, Director of Community Services**

**Re: Community Services Quarterly Update – June – August 2021**

### **Recommendation:**

That Council hereby receives the Community Services Department quarterly update ending August 2021.

### **Background:**

As part of the planning process, Administration seeks and receives Council's approval on operating and capital budgets in any given year. In an effort to provide Council with an update on progress towards achieving goals, the following report has been created.

### **Parks & Facilities**

Refurbish East and West welcome to Kenora entrance signs.

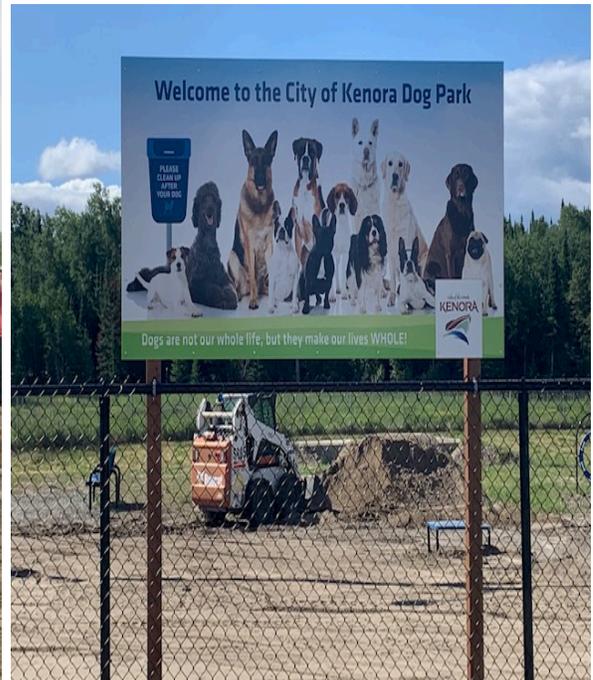
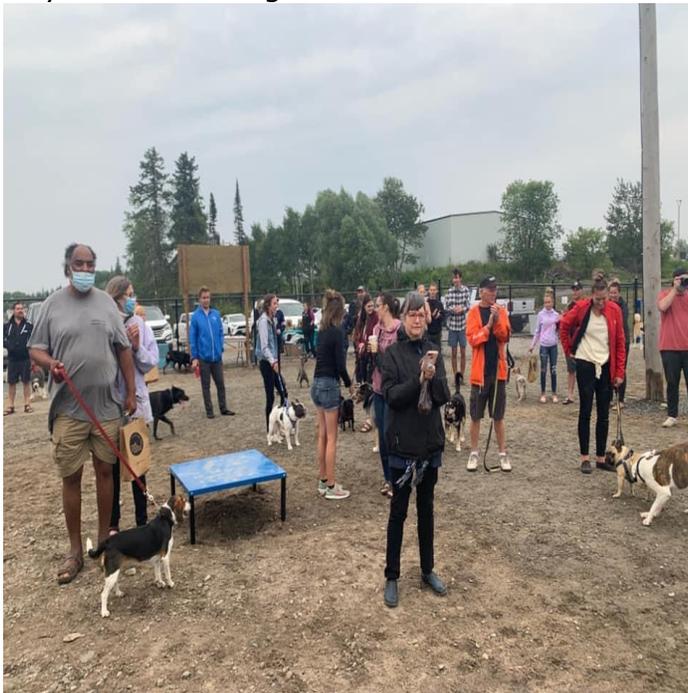
Before



After



# City of Kenora Dog Park



# Refurbished the Portage Bay walkover bridge.



Replaced the Fabric Dome cover on the sand dome.



Installed lighting at the end of all the slips on the Harbourfront Docks.



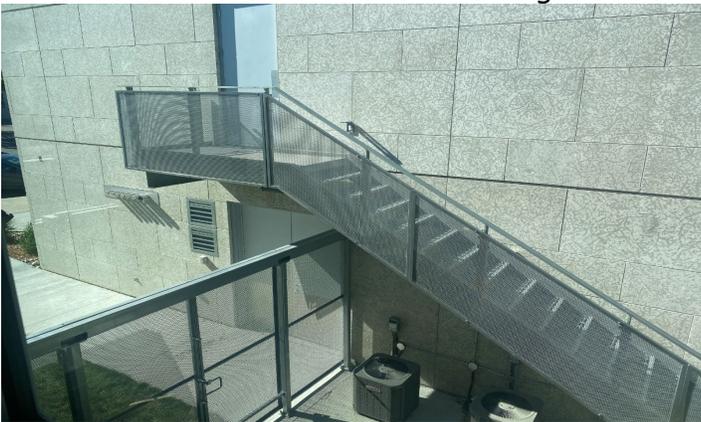
Installed new floating dock and ramp at the Kenora Rec Center launch area.



Sloped glazing replacement and roof replacement at the 700 building of the Waste Water plant.



Installation of the new handrail and gate at the Art's Center.



Repaint the front of the Library and install new security lights on street side. Repaint bike racks, and railing.



Portage Bay. Excavated existing walking path, re-laid the material, repaired the lights on the pathway, cleaned all the beds.



Install two new Sun Shade's. One each at Garrow Park and Norman Park.



Installation of accessible table, bench and other features at Norman Park.



Brushing and repaint of posts along the green belt.



## **Recreation & Tourism**

### **Reopening of Facilities**

Successfully opened facilities while continually adapting to every changing COVID protocols.

LOW Discovery Centre – June 15<sup>th</sup>

Kenora Rec Centre Gym – July 16<sup>th</sup>

Kenora Rec Centre Walking Track – July 16<sup>th</sup>

Keewatin Memorial Arena Ice – July 26<sup>th</sup>

Kenora Rec Centre Aquatics Centre – August 30<sup>th</sup>

Thistle Arena – Opening September 20<sup>th</sup>

Operated the COVID vaccination centre at the Kenora Rec Centre in conjunction with the Northwestern Health Unit.

### **Farmers Market – 2021 Successes**

Attendance was up roughly 50-60% percent from 2020.

Top 2020 ~ 1800 people

Top 2021 ~ 3400 people

### **Kenora Bass International**

First major event back at the Whitecap Pavilion post-COVID.

### **Rendezvous Canada**

Represented Kenora & Lake of the Woods at the virtual conference where we took 11 appointments with potential buyers.

Rendez-vous Canada (RVC) is Canada's signature international tourism marketplace where the international travel trade connect with Canada's tourism industry partners.

### **ActiveNET Conversion**

Staff began the conversion to ActiveNET to prepare for the conversion from MaxGalaxy.

### **Capital Projects**

Women's Change Room Lockers



Arena LED light change-out and dehumidifier project



Installation of ventilation into the Thistle Arena ammonia plant room that ties into the alarm system



Fish Exhibit Installation - at the LOW Discovery Centre that showcases species found in Lake of the Woods.



Motor Exhibit Installation - Have expanded the motor exhibit to include Jim Geddes complete collection. This now represents one of the largest vintage motor collections on display in North America.





**Budget:**

All noted projects are within budget approved by Council.

**Risk Analysis:**

As per the requirements of the ERM policy, operational risk would vary if the work were not completed based on several factors outlined in the ERM policy.

**Communication Plan/Notice By-law Requirements:**

Information only

**Strategic Plan or Other Guiding Document:**

- 2-1 The City will ensure that our municipal infrastructure assets are managed and maintained using available resources through a robust asset management plan and process, with the intent of moving towards all City infrastructure being in a good state of repair to ensure certainty, security and long-term stability of our systems.
- 2-9 The City will support continuous improvements to creation and leisure amenities, particularly those that support the quality of life.



**September 7, 2021**

## **City Council Committee Report**

**To: Kyle Attanasio, CAO**

**Fr: Stace Gander, Director of Community Services  
Megan Dokuchie, Economic Development Officer  
Josh Nelson, Tourism and Recreation Manager**

**Re: Application to the Rural Economic Development (RED) Program**

### **Recommendation:**

That Council hereby approves an application to the Rural Economic Development (RED) program for the design, development and installation of new streetscaping elements in the Harbourtown Centre in the amount of \$45,000; and further

That the City of Kenora confirms its financial commitment of up to \$10,000 to be funded through the Municipal Accommodation Tax; and further

That Council hereby approves any cost overruns associated with the project.

### **Background:**

The RED program supports activities that create strong rural communities and economic development in Ontario. The program includes two streams for funding: Economic Diversification and Competitiveness and Strategic Economic Infrastructure. Main Street minor capital improvements including streetscaping and landscaping to improve the design quality of public areas are eligible project activities under this program.

The City of Kenora has identified the opportunity in the five year economic development and tourism strategy to partner with the Harbourtown BIZ on new streetlight wraps and banners and has allocated Municipal Accommodation Tax funds to support this initiative.

Project activities will include the design, development and installation of streetscaping elements including streetlight pole wraps and banners in the Harbourtown Centre.

**Budget:** The RED program will support up to 30 percent of eligible project costs, to a maximum of \$250,000 under the Strategic Economic Infrastructure stream. Total project costs are estimated at \$45,000. The project has been identified as a 2022 MAT initiative. The City of Kenora contribution is estimated at \$10,000 with financial support from the MAT. Harbourtown BIZ has allocated \$22,000 for this project.

**Risk Analysis:** There is low positive financial risk in undertaking this application to the RED program as it may contribute to project costs.

**Communication Plan/Notice By-law Requirements:** By-law required when contribution agreement is received from the RED program.

**Strategic Plan or other Guiding Document:**

2-4 The City will act as the catalyst for continuous improvements to the public realm;

Kenora's Economic Recovery Plan

This project aligns with the objective to Bring Tourists Back to Kenora and Restoration of Downtown Activity.

Five Year Economic Development and Tourism Strategy

This project aligns with the tactic to provide support to new and existing businesses through community partner and City led initiatives and specifically to partner with Harbourtown BIZ to advance its mandate to undertake beautification and shop local activities.



**September 2, 2021**

## **City Council Committee Report**

**To: Kyle Attanasio, CAO**

**Fr: Adam Smith, Director of Development Services  
Kylie Hissa, Strategic Initiatives Officer**

**Re: Application to the Rural Transit Solutions Fund**

### **Recommendation:**

That Council hereby approves an application to the Government of Canada Rural Transit Solutions Fund for the development of a micro-transit feasibility study.

### **Background:**

The Rural Transit Solutions Fund seeks to help Canadians living in rural and remote areas get around their communities more easily and connect with nearby communities. It is the first federal fund to target the development of transit solutions in rural communities, making \$250 million in federal funding over 5 years, beginning in 2021, to support the development of locally-driven and transit solutions.

Planning and design projects support transit planning activities and the development of new solutions that support activities such as public engagement, needs assessments, feasibility or viability studies, surveys and assessments of routes or modes of travel. Projects under this grant may be considered in future intake processes to develop projects. It is anticipated that the capital projects stream will be expanded in future years to allow pilot projects to implement new rural transit solutions.

Federal support for the Planning and Design Projects would be in the form of a grant, up to \$50,000.

Capital Projects can cover a broad range of activities to the implementation of a project that supports the delivery of rural transit solutions. These can include: transitional solutions such as fixed-route buses, as well as non-traditional solutions such as ride-share and on-demand services requiring the purchase of minivans, small craft, and zero-emission fleets, shared fleets, the construction of intermodal hubs, the installation of charging stations or the purchase of software.

Once launched, eligible applicants will be able to apply for up to \$3 million to help cover capital costs and up to \$5 million to support zero-emission transit solutions.

The City of Kenora provides a traditional fixed-route bus operation. The day-to-day operating of the bus service is outsourced and the oversight of the operation lies with the City Clerk and Administration office. As identified in the Service Delivery Review (SDR) that was completed in 2020, there is low volume ridership and generally low interest in the service by the general population. Service is also limited to daytime travel with no Sunday service. Another gap to the current model of transit in the City of Kenora is that current provincial funding is oriented to capital purchases or improvements.

The SDR made several recommendations regarding conventional transit at the City of Kenora. This includes: exploring alternate transit models and funding opportunities that could expand hours of operation and flexibility of pick up and drop off stops.

Further, the majority of the population in Kenora relies on vehicles as their primary means of transportation. The City's Community Energy Plan outlines that transportation is the largest contributor to greenhouse gas (GHG) production from City activities (35%) and the second-largest contributor to GHG emissions in the community (31%). Efforts to improve public transportation are necessary to reduce the community's GHG emissions profile.

Some of the medium-term conservation strategies outlined in the Community Energy Plan (2018) include increasing sustainable forms of transportation such as transit and active transportation; consider the feasibility of car share and cycling programs (both corporately and community-wide); and support ride-sharing and reducing outbound commuting.

Therefore, staff are recommending an application for a Planning and Design Grant to develop a micro-transit feasibility study, which will consider the practicality and optimal service design of an on-demand micro transit service. This is also an opportunity to gain insight and a fulsome report on alternative solutions that serve the unique needs of Kenora residents and visitors.

**Budget:** Funding is provided through the program at 100 percent of project costs to a maximum of \$50,000. Staff anticipate the total project budget to be \$60,000, requiring a commitment from Council in the amount of \$10,000 which will be considered in the 2022 Capital/Unusual Spend Budget.

**Risk Analysis:** There is a low financial risk as Infrastructure Canada would be funding 83.33% of the project. There is also a positive risk to be assumed through this submission as outcomes will lead to improve public transit and reduce GHG emissions.

**Communication Plan/Notice By-law Requirements:** Resolution required.

**Strategic Plan or other Guiding Document:**

1-8 The City will promote Kenora as a 365-day lifestyle destination

2-6 The City will support continuous improvements to recreational and leisure amenities, particularly those that support the quality of life.

2-13 The City will pursue operational and procurement measures that seek to reduce fuel and energy consumption, where feasible, for city-owned vehicles and equipment



**August 25, 2021**

## **City Council Committee Report**

**To: Kyle Attanasio, CAO**

**Fr: Kevan Sumner, City Planner**

**Re: Request for Closure of Roads and Declaration of Surplus Land –  
Property described as the “Evergreen” site**

### **Recommendation:**

That the Council of the City of Kenora close the Road Allowances identified as PIN 42169-043, PIN 42169-244, and PIN 42169-0245; and further

That the Road Allowances identified as PIN 42169-0243, PIN 42169-0244, and PIN 42169-0245, and the property described as PIN 42169-0162, be declared surplus to the requirements of the Municipality; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to declare these described lands as surplus to the needs of the municipality at its September 21, 2021 meeting; and further

That Council hereby authorizes a purchase and sale agreement between the Corporation of the City of Kenora and 5901058 Manitoba Ltd. for the sale of the identified lands in the amount of \$42,000.00; and further

That three readings be given to three by-laws for these purposes.

### **Background Information:**

The Planning Division has received an application from Hook, Seller, Luncin LLC (Randy Seller) as agent on behalf of 5901058 Manitoba Ltd, to purchase three undeveloped City Road Allowances and an adjacent City-owned property, generally described as the “Evergreen” lands, for lot addition to create a utilizeable area for development. A sketch of the areas being purchased and the adjacent properties currently owned by 5901058 Manitoba Ltd. has been included as Exhibit 1 of this report.

The properties owned by 5901058 Manitoba Ltd. were acquired as part of the larger mill site purchase, but there is not record or indication that the properties were ever used for mill operations. The property to the south of the City-owned properties was the location of the spur line that served the mill, and track remains on that property today.

The purchaser intends to develop the property for residential use, and envisions a total of approximately 40 units in 6-8 multi-unit buildings. This will require a zoning amendment from the current “RU” Rural Zone to “R3” Residential – Third Density Zone and Site Plan Control approval.

The CP rail yard is located southeast of these properties, with the nearest active rail line being approximately 105m from the property at its closest point. The purchaser is aware that a noise and vibration study will be required prior to development of the property. A

zoning amendment will also be required, as the property is currently zoned "RU" Rural Zone.

The application was circulated to internal staff for comment. There were no concerns identified with sale of the property.

**Budget:** No impact, all costs to be the responsibility of the applicant as per the City's Tariff of Fees By-law for Planning Applications and Sale and Other Disposition of Land Policy

**Risk Analysis:** There is a low risk to service delivery as the municipality is disposing of a public asset, however, the land serves no program need. Conversely, it is deemed to be an opportunity for revenue generation for the municipality and supports development through allowing the purchaser to join their existing parcels to create a larger lot, allowing more flexibility to accommodate development on a property with challenging topography.

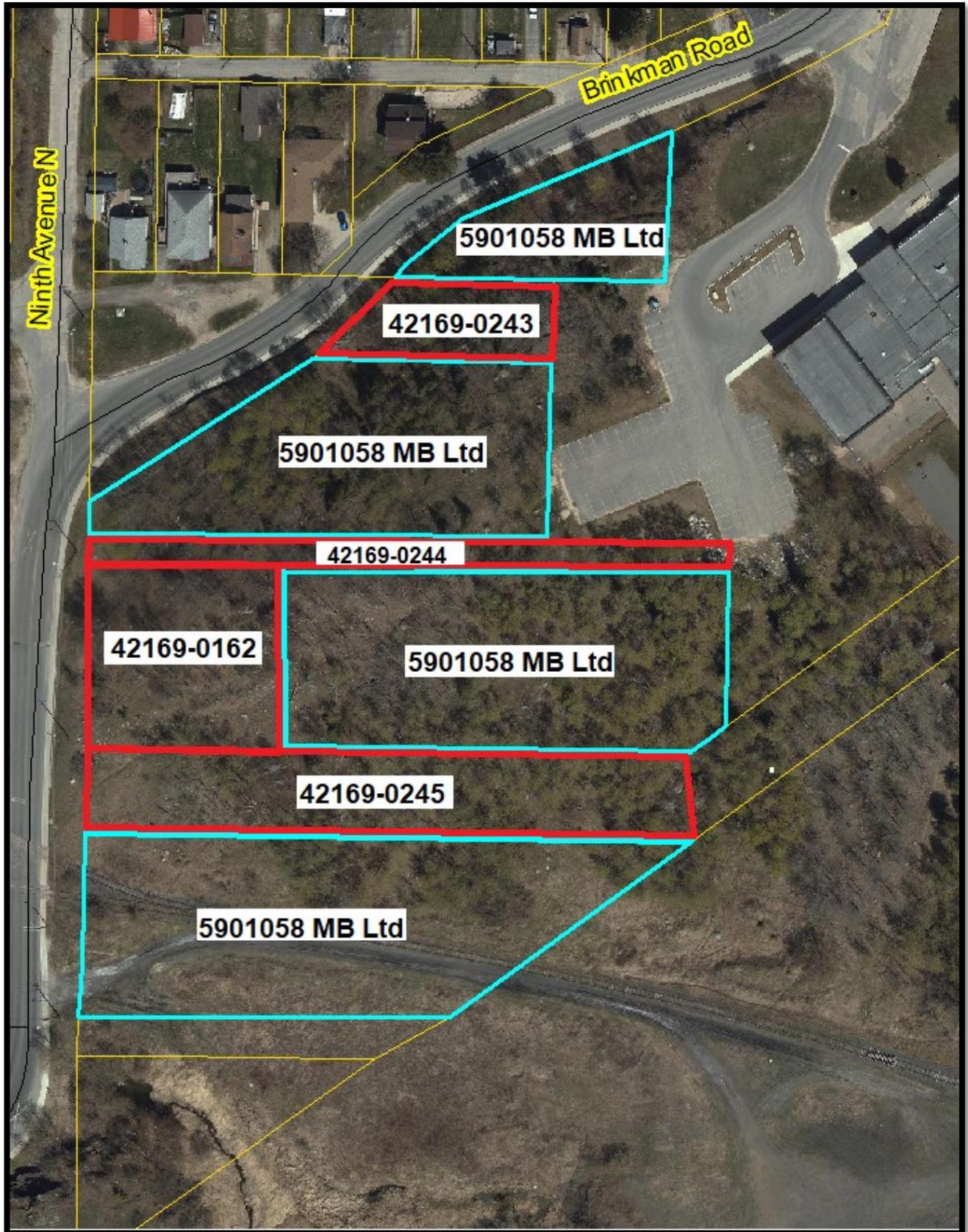
**Communication Plan/Notice By-law Requirements:**

Director of Development Services, Municipal Solicitor

**Strategic Plan or other Guiding Document:**

2-7 The City will encourage and support the development of vacant and transitional lands for uses that support our vision

**EXHIBIT 1**





# P R O C L A M A T I O N

## Childhood Cancer Awareness Month

September 20-24, 2021

**Whereas** there are about 4,000 children living with cancer in Ontario and each year about 400 new cases are diagnosed; and

**Whereas** 1 in 330 children are diagnosed with a malignant cancer before their 20<sup>th</sup> birthday; and

**Whereas** in Canada, childhood cancer remains responsible for more deaths, from one year through adolescence, than any other disease; and

**Whereas** more than 80% of children will beat cancer, with leukemia leading the success chart with close to 90% cure rate; however, these rates are misleading as they only describe outcomes 5 years after diagnosis.

**Whereas** nearly two-thirds (2/3) of all survivors may develop late effects such as secondary cancers, neurocognitive deficits, cardiopulmonary difficulties and reproductive issues from treatment which can last through adulthood; and

**Whereas** 96% will have a chronic health condition due to treatment procedures by the time they reach age 45, with 81% of those being disabling or life-threatening; and

**Whereas** an estimated one-third (1/3) of a family's after tax income is spent on treatment related expenses; and

**Whereas** caring for a child with cancer demands a 24 hour, 7 day a week commitment by parents, forcing one parent to often quit or temporarily leave their job; and

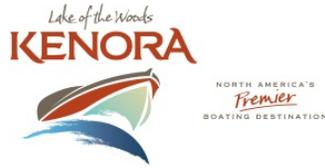
**Whereas** dedicated organizations such as Northern Ontario Families of Children with Cancer and volunteers are working diligently to raise funds in order to improve the lives of Northern Ontario families during and after their journey through childhood cancer by providing essential programs and financial services, and by letting the families know they are not alone in their battle.

**Therefore be it Resolved that** I, Mayor Daniel Reynard, of the City of Kenora, do hereby proclaim September 20-24, 2021 as "**Childhood Cancer Awareness Week**" in the City of Kenora and invite all the citizens of this community to wear gold during this week. Gold is the colour of courage and resiliency and is the symbolic colour of childhood cancer.

*Proclaimed at the City of Kenora this 14th day of September, 2021*

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**Mayor Daniel Reynard**



# P R O C L A M A T I O N

## **Franco-Ontarian Day September 25, 2021**

WHEREAS by the virtue of the Franco-Ontarian Day Act, which was legislated on April 26<sup>th</sup>, 2010, it is declared that September 25<sup>th</sup> of each year be recognized as Franco-Ontarian Day throughout the province of Ontario; and

WHEREAS September 25<sup>th</sup> is the anniversary of the first raising of the Franco-Ontarian flag and it represents over 400 years of French presence in Ontario; and

WHEREAS there are more than 600,000 Francophones in Ontario, the largest Francophone community outside of Quebec; and

WHEREAS Franco-Ontarian Day has become an annual occasion to celebrate the Francophone Community:

Now Therefore, I, Daniel Reynard, Mayor for the City of Kenora, do hereby proclaim September 25<sup>th</sup>, 2021 as **Franco-Ontarian Day** in and for the City of Kenora.

Proclaimed at the City of Kenora this 21<sup>st</sup> day of September, 2021

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**Mayor Daniel Reynard**