



AGENDA

Regular Meeting of Council of the City of Kenora

Tuesday, August 24, 2021

12:00 p.m.

Virtual Attendance

Due to the COVID-19 Pandemic, Council will be meeting electronically as permitted in accordance with their Procedural Bylaw. Citizens and our Media Partners are encouraged to attend the virtual meeting via the Public Live Stream Event at:

<https://video.isilive.ca/kenora/>

1. Call to Order

2. Blessing and Land Acknowledgment – Councillor Poirier

3. Public Information Notices

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

- Amend the 2020 Operating & Capital Budgets with the following amendments:
 - an additional allocation of \$25,050 to the Parking Pay Station capital purchase, to be funded through the Anicinabe, KRC and KMA capital purchases
 - an additional allocation of \$725 to the Recycle Truck capital purchase, to be funded through the Co-mingle Truck capital purchase
 - an additional allocation of \$1,799 to the Mower capital purchase, to be funded through the Used Roads Crew Cab capital purchase
 - an additional allocation of \$162 to the Tommy Gate for the Parks Vehicle, to be funded through the Used Roads Crew Cab capital purchase
 - an additional allocation of \$15,508 to the KRC flooring project, to be funded through the Pool Electrical Pump/System project
 - an additional allocation of \$7,400 to the ¾ Ton Truck with Hoist purchase, to be funded through the Rock Hammer purchase
 - an additional allocation of \$108,051 to the Water Main Program, to be funded through the Wastewater Collection Program
 - an additional allocation of \$59,413 to the WTP Window Replacement, to be funded through the WTP Roof Replacement project
 - an additional allocation of \$6,656 to the Transfer Facility Canopy Paving project, to be funded through the Extension of the Scale Building project

- Amend the 2021 Operating & Capital Budgets for the following:
 - an additional allocation of \$66,500 (plus HST) of which \$19,843.38 is to be funded through the Bearwise Funding Reserve and \$46,656.62 to be funded from the Solid Waste Reserve, for a municipal subsidized purchase of 250 FoodCycler Units, in

order to implement a FoodCycler Pilot Program in partnership with Food Cycle Science Corporation

- an allocation of \$80,900 from Contingency Reserves for E-Permitting and Process Modernization
- an allocation of \$370,000 to be taken from the Police Station Replacement Reserves to provide an additional funding stream to the Central Community Club project
- Authorize a Letter Agreement with the Toronto-Dominion Bank, for a new multiple draw loan facility of up to \$11,749,038

4. Declaration of Pecuniary Interest and the General Nature Thereof

The Mayor will ask if any Member of Council has any Declarations of Pecuniary Interest and the General Nature Thereof pertaining to any items as follows:

- i) On today's agenda or from a previous meeting;
- ii) From a meeting at which a Member was not in Attendance

5. Confirmation of Previous Council Minutes

- Regular Council – July 20, 2021

6. Presentations/Deputations

Approximately five (5) minutes per person/group.

7. Additions to Agenda (urgent only)

- Authorize a Letter Agreement with the Toronto-Dominion Bank for debt transfer

8. Appointments

- None

9. Reports from Committee of the Whole

9.1 Administration & Finance

- 2020 Annual Report
- 2020 Budget Amendments Authorized by Finance
- 2021 Capital & Unusual Spending
- 2021 Q2 Contracts
- Section 357 Approval
- June 2021 Financial Statements

9.2 Fire & Emergency Services

- No Reports

9.3 Operations & Infrastructure

- Crossing Guard Contract Extension
- Township of Machin Water & Wastewater Reciprocal Agreement

9.4 Community Services

- The Muse Community Museum Operating Grant Application
- The Muse Seniors Community Grant Application
- Budget Amendment – Central Community Club

9.5 Development Services

- Application to the CMHC Housing Supply Challenge
- Budget Amendment - FoodCycler Household Organic Waste Division Pilot Project–Impact Canada Food Waste Reduction Challenge
- Budget Amendment – E-Permitting and Process Improvements
- D14-21-06 Zoning Bylaw Amendment - 865 East Melick Road

10. Housekeeping Resolutions

- Letter of Intent with Solid Construction for the Central Community Club Build
- Agreement – ICIP – Central Community Club funding
- Agreement – ICIP – COVID-19 funding
- Agreement of Purchase & Sale – CP Rail property – Railway Street project
- Contract for Service-Local Intel Economic Development Tools
- Agreements for Digital Squad Service (OBIAA, Hannah Edie, Miranda Patterson)
- Agreement with Simply Voting for Electronic Voting Platform
- 2021 Water & Wastewater Systems Monthly Summary Report–June

11. Tenders

- None

12. By-laws

Council will give three readings to the following by-laws: -

- Confirmatory
- Authorize a Letter Agreement with the Toronto-Dominion Bank for debt transfer
- 2020 Budget Amendments Authorized by Finance
- Agreement with Alpine Janitorial for the crossing guard contract extension
- Township of Machin Water & Wastewater reciprocal Agreement
- Budget Amendment – Central Community Club
- Budget Amendment - FoodCycler Household Organic Waste Division Pilot Project–Impact
- Budget Amendment – E-Permitting and Process Improvements
- D14-21-06 Zoning Bylaw Amendment - 865 East Melick Road
- Agreement – ICIP – Central Community Club funding
- Agreement – ICIP – COVID-19 funding
- Agreement of Purchase & Sale – CP Rail property – Railway Street project
- Contract for Service-Local Intel Economic Development Tools
- Agreement with Ontario Business Improvement Area (OBIAA) Association
- Agreement with Hannah Edie – Digital Squad Service (NWBC)
- Agreement with Miranda Patterson - Digital Squad Service (NWBC)
- Agreement with Simply Voting for Electronic Voting Platform

13. Notices of Motion

14. Proclamations

- None

15. Announcements (non-action)

16. Adjourn to a Closed Session

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

- i) Education & Training Members of Council (3 matters – CAO, Mayor, Development Services updates, Risk and Liability Education)
- ii) Disposition of Land (1 matter-Keewatin Property)
- iii) Receiving advice that is subject to solicitor-client privilege (1 matter-Municipal Land)
- iv) Personal matters about an identifiable individual, including municipal employees (1 matter-Vaccines);

17. Adjourn Meeting

Information on Voting by Mayor & Council under The Municipal Act, 2001

243. Except as otherwise provided, **every member** of a council shall have **one** vote;

245. Any question on which there is a **tie vote shall be deemed to be lost**, except where otherwise provided by any Act;

246. (1) If a member present at a meeting at the time of a vote requests immediately before or after the taking of the vote that the vote be recorded, each member present, except a member who is disqualified from voting by any Act, shall announce his or her vote openly and the clerk shall record each vote;

(2) A **failure to vote** under subsection (1) by a member who is present at the meeting at the time of the vote and who is qualified to vote shall be **deemed to be a negative vote**.



August 11, 2021

City Council Committee Report

TO: Kyle Attanasio, CAO

FR: Charlotte Edie, Director of Finance/Treasurer

RE: Letter Agreement with the Toronto-Dominion Bank

Recommendation:

That Council hereby authorizes the Mayor and Director of Finance/Treasurer to enter into a Letter Agreement dated August 16, 2021 between the Corporation of the City of Kenora and the Toronto-Dominion Bank, for a new multiple draw loan facility of up to \$11,749,038; and further

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

Background:

In the past the City financed a number of capital projects with long term debt. All of the debt was issued to the Citizens' Prosperity Trust Fund at interest rates of 3% and 3.32%. Finance is proposing the transfer of the debt to the Toronto-Dominion Bank. The benefits of this transfer are twofold:

- In 2020 the City entered the Prudent Investor regime which expanded the eligible investment portfolio. To date the returns on the City's investments have exceeded 3.32%. Transferring the debt will free up the funds for investment under the Prudent Investor regime with the view to realizing better returns on investments.
- The interest rates offered by the Bank range from 1.116% to 2.355% (rates will be finalized when the agreement is signed). Except for the Downtown Revitalization IV debt (which is locked in for 10 years in order to reduce the rate), interest rates are locked in for the entire term of the debt. A comparison of the interest expense between the CPTF and Bank options indicates a savings of \$1,474,000 over the varying lives of the debt by moving to the Bank. These savings include the interest over the entire term of the DTR debt. If we restrict the savings to the 10 year term only the savings are still \$1,052,000.

The debt is unsecured and the City will have the ability to pay down 10% of the debt annually. The City's total debt capacity will not be impeded by this transfer as the Bank adheres to the Annual Repayment Limit as an indicator of debt capacity. Debt issued to the CPTF is not considered external debt as it is eliminated on consolidation.

Budget: There are positive budget implications with the reduction in debt interest.

Risk Analysis: The risk associated with the debt transfer would be the loss of flexibility to pay down more than the 10% annually that is currently allowed by the Bank. There is

little downside risk with the interest rates as the rates on all but one debt are guaranteed until the end of the term of each debt.

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

Strategic Plan or Other Guiding Document: Fiscal Responsibility: We manage the municipal finances in a responsible, prudent and transparent manner.



Housekeeping Reports
NOT attached to
Committee of the
Whole Agenda



August 16, 2021

Housekeeping Council Briefing

(Direct to Council – does not appear at COW)

Agenda Item Title: Letter of Intent execution with Solid Construction Inc. for the Central Community Club, Rink and Amenities Construction

Background Information:

In conjunction with the Central Community Club Board, City Staff met with our proponents for the project and an agreement has been reached between the City and Solid Construction Inc. for the design and construction of the new Central Community Club House, Rink and Amenities Construction.

To begin the work, it is necessary for the City to enter into a Letter of Intent and issue the purchase order with Solid Construction Limited. The total maximum amount of the project \$1,167,800.

Resolution for Council:

That Council hereby authorizes a Letter of Intent with Solid Construction Inc. for the design and construction of the new Central Community Club, rink and amenities which includes preliminary required construction work such as soil testing, foundation design and certification work in order to complete the design; and further

That the formal design and subsequent CCDC-14 Design Bid Stipulated Price Contract with a maximum dollar amount of \$1,167,800 will be submitted with certified drawings to the City for future approval.

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

Strategic Plan or Other Guiding Document: Administrative only

Briefing By: Stace Gander, Director of Community Services

Bylaw Required: Yes



July 26, 2021

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: Transfer Payment Agreement For The Investing In Canada Infrastructure Program (ICIP): Community, Culture And Recreation Stream – Central Community Club

Background Information:

The Investing in Canada Infrastructure Program (“ICIP”) is a federal infrastructure program designed to create long-term economic growth, build inclusive, sustainable and resilient communities, and support a low-carbon economy.

The Government of Canada (“Canada”) announced, in its Budget 2016 and Budget 2017, over \$180 billion for the ICIP to support sustainable and inclusive communities, while driving economic growth.

The Honourable Minister of Infrastructure and Communities and the Honourable Minister of Infrastructure entered into the Canada-Ontario Integrated Bilateral Agreement for the Investing in Canada Infrastructure Program for Canada to provide financial support to the Province. Under the Bilateral Agreement, Canada agrees, amongst other things, to provide contribution funding to the Province under the Community, Culture and Recreation funding stream of ICIP. This stream supports projects that improve access to and / or quality of community, cultural, and recreation priority infrastructure projects.

This funding is to support the Central Community Club Recreation Facility Reconstruction Project. This project will expand and improve access and quality to established community and recreation-based infrastructure.

An agreement was reached between the Corporation of the City of Kenora and Minister of Infrastructure for the Transfer Payment Agreement For The Investing In Canada Infrastructure Program (ICIP): Community, Culture And Recreation Stream. The agreement is now ready for execution by bylaw.

Resolution for Council:

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and the Minister of Infrastructure for the provision of the Central Community Club Recreation Facility Reconstruction Project; and further

That the Mayor & Clerk be authorized to execute this agreement.

Budget: Total Eligible Expenditures is \$814,000.00. Ontario's Maximum Contribution is \$271,062.00, towards the Total Eligible Expenditures of the Project. Canada's Maximum Contribution is \$325,600.00, towards the Total Eligible Expenditures of the Project. Percentage of Provincial Support is 33.30%, percentage of Federal Support is 40.00%.

Risk Analysis: There is a low risk associated with this report as it is administrative in nature for funding towards the already approved project.

Communication Plan/Notice By-law Requirements: bylaw

Strategic Plan or Other Guiding Document: Administrative

Briefing By: Heather Pihulak, Director of Corporate Services

Bylaw Required: Yes



August 6, 2021

Housekeeping Council Briefing (direct to Council – does not appear at COW)

Agenda Item Title: Transfer Payment Agreement for the Investing in Infrastructure in Canada Infrastructure Program (ICIP): COVID-19 Resilience Infrastructure Stream – Local Government Intake.

Background Information:

The City of Kenora was successful in securing funding from Infrastructure Canada through the ICIP COVID-19 Resilience Infrastructure Stream – Local Government Intake for a roof-top humidifier to be installed at the Kenora Recreation Center. In July 2021, Council approved a budget amendment in the amount of \$227,771.00 for this project.

An agreement has been reached between the Corporation of the City of Kenora and Her Majesty the Queen as represented by the Minister of Infrastructure for the provision of funding for a dehumidifier to be installed at the Kenora Recreation Center in the amount of \$227,771.00. The agreement is now ready for execution by bylaw. The Agreement is for the transfer of provincial and federal funds, to a maximum amount of \$227,771.00.

Resolution for Council:

That three readings be given to a bylaw to execute a funding Agreement between the Corporation of the City of Kenora and Her Majesty the Queen as represented by the Minister of Infrastructure for the provision of funding for the dehumidifier installation at the Kenora Recreation Centre in the amount of \$227,771.00; and further

That the Mayor and Clerk be authorized to execute the agreement.

Budget: \$227,771.00

Risk Analysis: There is a low level of risk associated with this report as it is administrative in nature for funding towards the already approved project.

Communication Plan/Notice By-law Requirements: Bylaw required

Strategic Plan or Other Guiding Document: Administrative only

Briefing By: Heather Pihulak, Director of Corporate Services/City Clerk
Bylaw Required: Yes



August 15, 2021

Housekeeping Council Briefing (direct to Council – does not appear at COW)

Agenda Item Title: Agreement of Purchase and Sale – CPR Lands

Background Information:

At the May, 2020 Council meeting, Council directed administration to proceed with an amended Railway Street development project. This included accommodating paved shoulders in addition to the planned sidewalk. Phase 1 of the Railway Street project was \$1,438,695.28, of which the City paid 51% costs and ICIP contributed 49% of the costs.

In order to proceed with the next phase of the Railway street reconstruction, there are lands that are required to be purchased in order for the project to proceed as scoped. Contract negotiations began with CP Rail well over a year ago in an attempt to secure these lands for the 2021 construction season. These negotiations took a great deal of time and therefore it eliminated the possibility for a 2021 construction on this project.

With continued negotiations on both sides, City administration has now secured the required lands for this project to proceed in the 2022 construction season. This report is to ratify the purchase and sale agreement with CP Rail for these required lands.

The approximate area of purchase is 11.79 acres of land for a purchase price of \$159,159.16 (\$13,158/acre) plus taxes.

Resolution for Council:

That Council hereby authorizes a Purchase and Sale Agreement between the Corporation of the City of Kenora and Canadian Pacific Railway Company for the purchase of approximately 11.79 acres of land in the amount of \$159,159.16 + applicable taxes which are deemed required for municipal purposes; and further

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

Budget:

Risk Analysis: There is a high risk associated with not proceeding with this sale as it completely changes the scope of the Railway Street reconstruction project.

Communication Plan/Notice By-law Requirements: bylaw

Strategic Plan or Other Guiding Document: administrative

Briefing By: Stace Gander, Director of Community Services

Bylaw Required: yes



August 12, 2021

Housekeeping Council Briefing (direct to Council – does not appear at COW)

Agenda Item Title: LocalIntel Economic Development Tools – Contract for Service

Background Information:

An agreement was reached between the Corporation of the City of Kenora and LocalIntel Economic Development for the provision of online economic development tools for a three year term in the amount of \$10,320 + HST. The agreement is now ready for execution by bylaw.

Resolution for Council:

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and LocalIntel Economic Development for the provision of online economic development tools; and further

That the Mayor & Clerk be authorized to execute this agreement.

Budget: This item has been included annually in the Operating Budget and will replace the previously subscribed to EDTools.

Risk Analysis: There is low risk in executing this contract. There is positive operational risk to be realized as these tools will improve service in economic development by offering resources for businesses, investors and entrepreneurs to assist in conducting community and market research.

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

Strategic Plan or Other Guiding Document:

1-3 The City will foster and support entrepreneurial business development for start- ups and young entrepreneurs;

1-4 The City will promote Kenora to external investment audiences in specific sectors that provide the most promise for job growth and economic diversification.

Briefing By: Megan Dokuchie, Economic Development Officer

Bylaw Required: Yes



July 29, 2021

Housekeeping Council Briefing (direct to Council – does not appear at COW)

Agenda Item Title:

Northwest Business Centre/Ontario Business Improvement Area (OBIAA) Association Agreement-Digital Service Squad Grant

Background Information:

The Northwest Business Centre (NWBC) has been awarded the Digital Service Squad Grant to service the Kenora and Rainy River Districts. This is a continuation of the program that the NWBC delivered in 2020. The Digital Service Squad Program is funded by FedDev Ontario and the Province of Ontario in partnership with OBIAA, and focused on creating Service Squads that provide one-on-one assistance to main street small businesses across the province with their adaptation of technology. This program allows for two, part-time consultants (squad members) to continue to work on the project to provide training, advisory support and grant support to businesses located in commercially zoned areas across the Kenora and Rainy River Districts.

The two squad members will assist businesses through the Digital Transformation Grant and qualifying businesses will be eligible for a \$2,500 that can cover costs for digital marketing, website (design or improvement to an existing website) and software (including productivity, social media, security and graphic design). It is anticipated that 99 businesses will work with the Squad Members by February 18, 2022. This program funding covers the complete costs related to the program delivery.

The two consultant agreements will be renewed on August 25, 2021 and extended to February 18, 2022. The consultant fee breakdown is as follows and all other terms remain the same:

1. Hannah Edie: 300 hours for a total of \$7,500
2. Miranda Patterson: 300 hours for a total of \$7,500

Resolution for Council:

That three readings be given to a bylaw to execute a funding agreement between the Corporation of the City of Kenora and the Ontario Business Improvement Area Association for the Digital Service Squad Plan; and further

That three readings be given to two bylaws to execute agreements between the Corporation of the City of Kenora and Hannah Edie and Miranda Patterson for the Digital Service Squad Program; and further

That the Mayor and Clerk be authorized to execute these agreements.

Budget: Funding: \$19,980 to February 18, 2022.

Risk Analysis:

There is Moderate Risk associated with the approval of this agreement as per the City of Kenora's Risk Management Matrix as the Manager of the NWBC interacts with the Senior

Management Team for signing authority and annual review and monitoring of programs. The Ontario Business Improvement Area (OBIAA) Association is funding 100% of this project through the Digital Main Street Agreement.

Communication Plan/Notice By-law Requirements: Bylaws (2) required

Strategic Plan or Other Guiding Document:

1-2: The City will forge strong, dynamic working relationships with the Kenora business community

1-3: The City will foster and support entrepreneurial business development for start-ups and young entrepreneurs.

Briefing By: Allyson Pele, Manager of Northwest Business Centre

Bylaw Required: Yes



August 10, 2021

Housekeeping Council Briefing (direct to Council – does not appear at COW)

Agenda Item Title: Agreement with Simply Voting for Electronic Voting Platform

Background Information:

An agreement was reached between the Corporation of the City of Kenora and Simply Voting Inc. for the provision of an electronic voting system for the 2022 Municipal Elections. The agreement is now ready for execution by bylaw.

Resolution for Council:

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and Simply Voting Inc. for the provision of an electronic voting system for the 2022 Municipal Elections; and further

That the Mayor & Clerk be authorized to execute this agreement.

Budget: Simply Voting's election fees are based on the number of eligible voters. The City of Kenora has approximately 11,500 eligible voters. A 3% discount will be applied to the system fees per elector rate quoted for participating in parts of the process as a group with the City of Dryden, and Municipalities of Red Lake and Sioux Lookout. \$15,500 plus \$2,300 for letters plus postage. Built into the 2022 operating budget for election costs

Risk Analysis: There is a medium risk associated with this report. Not proceeding with a contract early in the planning stages poses a risk for maximum quantity of clients that they will proceed with. We used Simply Voting in 2018 elections with great success and would prefer to stay with the same vendor in partnership with our collaborative surrounding municipalities.

Communication Plan/Notice By-law Requirements: Bylaw required

Strategic Plan or Other Guiding Document: Administrative

Briefing By: Heather Pihulak, Director of Corporate Services

Bylaw Required: Yes



August 1, 2021

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: 2021 Water & Wastewater Systems Monthly Summary Report–June

Background Information:

The Water and Wastewater Division will be providing Council with Water and Wastewater Systems Summary Reports, on a monthly basis.

The purpose of the Report is to provide Council with an understanding on how the City's water and wastewater systems operate and are maintained. Data will be collected at the end of each month and presented to Council for acceptance, see attached.

Due to the diversity of the City's electrician's work, a summary of their work is now included in an additional section, 5.0 Electrical Work, beginning in April 2021.

The Operations and Infrastructure Department recommends that Council accept the 2021 Water and Wastewater Systems Monthly Summary Report for June.

Resolution for Council:

That Council of the City of Kenora hereby accepts the June 2021 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by City administration.

Budget: N/A

Risk Analysis:

The risk level is low to moderate. The monthly reporting is standard practice for transparency purposes, and an opportunity to further Council's understanding of the Division's monthly budgeting. No mitigating strategies are required.

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

Strategic Plan or other Guiding Document:

2-1 The City will ensure that our municipal infrastructure is maintained using available resources 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.

2-2 The City will keep in the forefront that there is a significant infrastructure deficit, and current and future Councils will need to continue to work towards allocating sufficient resources to be able to adequately address this issue.

2-3 The City will ensure prompt and immediate response times supported by resilient communications in the event of system outages and other emergencies.

Briefing By: Kevin Gannon, Director of Engineering and Infrastructure Services

Bylaw Required: No

CITY OF KENORA

Monthly Summary Report Water & Wastewater Systems

June 2021

Prepared by: Mike Emms, Water and Wastewater Manager
Mike Derouard, Water and Wastewater Supervisor
Ryan Peterson, Water Treatment Plant
Darryl Wilson, Wastewater Treatment Plant

1.0 Introduction

This report contains the major maintenance activities and operational events that occurred during the month of June 2021 at the Kenora Area Water Treatment Plant, Kenora Wastewater Treatment Plant, Water Distribution System and Wastewater Collection System. This information report has been prepared for Council to better understand how the systems operate and are maintained on a monthly basis.

2.0 Water Treatment Plant

2.1 Monthly Flow and Operating Data – See Schedule “A”

2.2 Weekly Bacteriological Samples

1 Raw, 1 Treated and 6 Distribution

Sampling was conducted on the following dates:

- June 7
- June 14
- June 21
- June 28

All samples tested were within the allowable parameters.

2.3 Maintenance

- Sealed leaks on roof exhaust fans.
- Replaced salt bridge and electrolyte in effluent pH analyzer.
- Flushed alum meter.
- Replaced membrane cap and electrolyte in clearwell effluent chlorine analyzer.
- Cleaned and calibrated filter effluent turbidimeters.

2.4 Training

- Two operators attended IHSA Working at Heights training.

2.5 Water Quality Complaints

- There were two water quality complaints in June.
 - A resident complained that the water coming from their hot and cold taps felt “greasy”. An operator attended the residence and could not detect anything out of the ordinary. A chlorine residual was taken with residuals of 0.53 mg/L and 0.72 mg/L after a few minutes of running.

Although these residuals are acceptable, precautionary flushing was conducted to bring the residual up in the area.

- A resident complained of rotten egg smell coming from the kitchen tap. An operator attended the residence and was not able to detect a smell in the water when the sample was moved away from the sink area. Suspect a plumbing issue with the sink drain. Chlorine residual was 1.67 mg/L which is typical for the area of the City where the residence is located.

2.6 Other Information

- Distribution chlorine residuals were collected on a weekly basis.
- Superchlorination and bacteriological tests were conducted for downtown construction projects.
- Further site visits took place relating to the WTP generator replacement.
- Follow-up on the NDMA adverse is complete. Results from resamples taken by the City closely matched results from samples taken by the Drinking Water Inspector which were sent to the MECP lab. These results indicated levels of NDMA below the reportable limit. All Parties are satisfied that it is likely the results from the first samples sent to the original accredited lab were erroneously high for unknown reasons. Resolution paperwork has been submitted to MECP and NWHU.

3.0 Water Distribution System and Wastewater Collection System

3.1 Maintenance

3.1.1. Water Distribution

- Dug main break on Park Street.
- Dug service leak on Rabbit Lake Road.
- Dug and replaced main valve on Pump Avenue.
- Dug service box on Park Street.
- Six (6) water turn offs for repairs.
- Fourteen (14) water turn on for the season.
- Three (3) water turn on for new construction.
- Six (6) various leaks on Coney Island.
- Valve turning for Titan Construction project.
- Landscaping at dig areas.

3.1.2. Wastewater Collection

- Dug and repaired grinder goose neck in the canister on Birchwood Crescent.
- Seven (7) house calls for sewer and rodding on home owners side (City charges).
- Two (2) house calls for sewer rodding on City side (free to customer).

- Nine (9) grinder pump calls.
- One (1) grinder pump replacement.
- Maintenance flushing on sewer mains.
- Sewer lift station maintenance.
- Landscaping of sewer digs.
- Cleaned catch basins.

3.1.3. Water Thaws:

	June 2020	June 2021
City	0	0
Private	0	0

3.2 Training

- No training took place in June.

3.3 Boil Water Advisory(s) – 2021

In response to our new watermain disinfection requirements in our license and permit, we now implement a Precautionary Boil Water Advisory anytime we work in the distribution system where the water mains have been turned off. This is to ensure the public is aware of our efforts and to maintain acceptable water quality throughout the distribution system. These Precautionary Boil Water Advisories are not an indication of an adverse water quality incident that would require the NWHU approval to rescind the advisory. Our testing to date has not indicated any adverse water quality conditions through our construction activities to date.

- Three (3) precautionary boil water advisories.

3.4 Other Information

- Assisted electricians with downtown receptacle posts.
- Assisted with work at the Dog Park.

4.0 Wastewater Treatment Plant

4.1 Monthly Flows & Operating Data – See Schedule “B”

4.2 Samples

4.2.1. **Monthly** – Laboratory Results from the Complete Analyses of Treated Effluent and Raw Sewage Samples sent out on June 15, 2021 as per the Certificate of Approval’s (COA’s) monitoring and recording requirements are:

- a. Raw Sewage – Total BOD₅ (biological oxygen demand): 135[mg/L]
- b. Final Treatment Effluent – Total CBOD₅ (carbonaceous biological oxygen demand): 6.0 [mg/L] – limit is 25 [mg/L].
- c. Raw Sewage – Total Suspended Solids: 152 [mg/L].

- d. Final Treated Effluent – Total Suspended Solids: 11.8 [mg/L] – limit is 25 [mg/L].

4.2.2. **Weekly** – Laboratory Results on the weekly samples of final treated effluent sent on June 1, 8, 15, 22, 29 for E. Coli are:

- a. Geometric Means of the samples in June was 10.0 organisms/100mL.
- b. Geometric Means Limit as per Certificate of Approval is 200 organisms/100mL.

In summary, raw sewage enters the plant with E. Coli counts of approximately 3 million organisms/100 mL and effluent leaves the plant with a geometric mean of 10.00 organisms/100 mL, which is within the COA's limit of 200 organisms/100 mL. Plant final effluent CBOD was 6.0 p.p.m., and final effluent T.S.S. was 11.8 p.p.m., both well within the C of A requirements.

4.3 Maintenance

- 4.3.1 Sludge press maintenance (clean and grease) 700 building.
- 4.3.2 Cleaned troughs and weirs in both of the clarifiers.
- 4.3.3 Drained and cleaned old chlorine contact chamber for inspection.
- 4.3.4 Frontier Glass replaced the broken panes of glass in the 700 building.
- 4.3.5 AutomationNow worked with the plc SCADA computer.
- 4.3.6 United Tree Service removed a hazardous tree.
- 4.3.7 UV maintenance, greased and lime away on bank B for UV disinfection.

4.4 Training

- No training took place in the month of June

4.5 Other Information

4.5.1 Health and Safety inspection was conducted on June 17, 2021.

4.5.2 The City of Kenora is currently participating in the Wastewater Surveillance Initiative led by the provincial government to advance the important work of Ontario universities and municipalities to detect and respond to COVID-19. The wastewater surveillance sampling effort is focused on detecting and tracking trends in the SARS-CoV-2 virus in municipal wastewater effluent and determining how this information can be used by municipalities and public health agencies to inform public health decision making in our communities

5.0 Electrical Work

The Water /Wastewater Division employs two on staff electricians. Due to the number of sewage pumping stations and grinder pumps that we operate, there are a significant number of electrical repairs and ongoing maintenance that require attention on a daily and weekly basis. In addition, we also provide the services of our electricians to all other municipal services as time permits. This information is provided to Council to understand how the Electricians provide a valuable service to all departments

5.1 Wastewater Pumping Stations

- Total hours: 137.0
 - Maintenance, troubleshooting and repairs.
 - ESA deficiencies rectified.

5.2 Wastewater Treatment Plant

- Total hours: 7.0
 - Plant electrical maintenance/repairs.
 - Troubleshooting of SCADA system and alarms.

5.3 Booster/Water Dispenser Stations/Waterworks

- Total hours: 9.0
 - Maintenance and repairs on Water Dispensing Units at Evergreen and Rabbit Lake.
 - ESA deficiencies rectified.

5.4 Operations Building

- Total hours: 6.0
 - Electrical maintenance and repairs.
 - ESA deficiencies rectified.

5.5 Facilities

- Total hours: 4.0
 - Electrical maintenance at City Hall, Kenora and Keewatin Recreation Centers, libraries and Arts Centre.
 - Electrical support and planning for new long term exhibit (Lit Glass Orb).
 - ESA deficiencies rectified.

5.6 Parks and Cemetery

- Total hours: 102.0
 - Phase 2 of underground electrical/lights for the Dog Park.
 - Repair and replacement of receptacle posts along Main Street South and Second Street South.
 - Parking kiosk troubleshooting and repair.
 - Installation of electricity for water fountain/bottle filling dispensers.
 - Repair to City infrastructure resulting from vandalism/tampering. Harbourfront light bollards/electrical cabinets.
 - ESA deficiencies rectified.

5.7 Traffic Signals and Streetlights

- Total hours: 5.0
 - Electrical maintenance and repairs.

5.8 Locates

- Total hours: 48.0
 - Located and marked City underground electrical infrastructure.

5.9 Grinder Pumps

- Total hours: 7.0
 - Wiring and initial setup of new pumps and floats.
 - Maintenance and repairs at some of the 300+ grinder pumps in use throughout the City.

5.10 Waste Transfer Facility

- Total hours: 6.0
 - Electrical maintenance and repairs.
 - ESA deficiencies rectified.
 - New equipment installed (cameras and lights).

Schedule "A"

**Water Systems Flow and Operating Data
Monthly Summary Report - 2021**

Water Plant Flows		Units	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<u>Influent Flow</u>															
Total Influent Flow	m ³ /month		198250	190901	213429	191228	204878	208322							1207008
Maximum Daily Influent Flow	m ³ /day		7655	7519	8032	7266	7829	8935							47236
Minimum Daily Influent Flow	m ³ /day		4988	6038	6044	5612	5664	5685							34031
Average Daily Influent Flow	m ³ /day		6365	6818	6885	6374	6609	6944							39995
Maximum Daily Instantaneous Influent Flow	m ³ /day		16920	21216	16800	17229	17329	17203							106697
<u>Effluent Flow</u>															
Total Effluent Flow	m ³ /month		181380	175252	194987	173789	185878	190345							1101631
Maximum Daily Effluent Flow	m ³ /day		6874	7044	7302	6693	7269	8246							43428
Minimum Daily Effluent Flow	m ³ /day		4710	5452	5434	5126	5125	5088							30935
Average Daily Effluent Flow	m ³ /day		5851	6259	6290	5793	5996	6345							36534
Plant Meter Reading	m ³ /month		3438	3197	3410	3118	3472	3434							
Compensated Total Effluent Flow	m ³ /month		177942	172055	191577	170671	182406	186911							1081562
<u>Samples</u>															
<u>Weekly Bacteriological</u>															
Number of Raw Samples Taken			4	4	5	4	5	4							26
Number of Treated Samples Taken			4	4	5	4	5	4							26
Number of Distribution Samples Taken			24	24	30	24	30	24							156
<u>Boil Water Advisory Bacteriological</u>															
Number Taken			2	0	0	0	12	10							24
Adverse Water Quality Incidents			0	0	0	1	0	1							2
WTP Callouts			7	4	3	9	13	9							45
Water Thaws	City		0	20	3	0	0	0							23
	Private		0	15	3	0	0	0							18
	Total		0	35	6	0	0	0							41

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2021

Wastewater Plant Flows		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<u>Influent Flow</u>														
Total Influent Flow	m ³ /mon.	157,559	148,065	184,634	198,772	200,170	177,564							1,066,764
Maximum Daily Influent Flow	m ³ /day	5,524	6,030	6,791	9,317	7,285	7,203							42,150
Minimum Daily Influent Flow	m ³ /day	4,681	4,869	5,376	5,224	5,917	5,112							31,179
Average Daily Influent Flow	m ³ /day	5,083	5,288	5,955	6,626	6,457	5,919							35,328
<u>Effluent Flow</u>														
Total Effluent Flow	m ³ /mon.	156,936	146,572	181,732	191,799	190,643	173,172							1,040,854
Average Daily Flow	m ³ /day	5,062	5,235	5,862	6,393	6,150	5,772							34,474
<u>Samples</u>														
<u>Weekly Bacteriological --ALS Labs</u>														
Number of Raw Samples Taken		1	1	1	1	1	1							6
Number of Treated Samples Taken		4	4	5	4	4	5							26
Geometric Means (Bacti Samples)		11.28	11.89	10	10	10	10							63.17
Sludge Hauled to Landfill	m ³ /mon	273.6	239.4	251	285	171	205.2							1425.2
<u>Callouts</u>														
		0	1	3	2	2	2							10

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2020

Wastewater Plant Flows		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<u>Influent Flow</u>														
Total Influent Flow	m ³ /mon.	182,766	167,004	196,433	236,210	222,161	321,521	206,069	182,466	172,130	151,816	148,015	154,294	2340885
Maximum Daily Influent Flow	m ³ /day	6,213	6,070	8,086	10,169	8,174	28,778	8,379	7,162	7,420	5,453	5,274	5,335	106513
Minimum Daily Influent Flow	m ³ /day	5,563	5,441	5,531	6,736	6,299	5,935	5,845	5,288	4,802	4,543	4,693	4,630	65306
Average Daily Influent Flow	m ³ /day	5,896	5,759	6,337	7,874	7,166	10,717	6,647	5,886	5,738	4,897	4,934	4,977	76828
<u>Effluent Flow</u>														
Total Effluent Flow	m ³ /mon.	169,696	151,757	174,390	205,527	190,124	282,420	206,069	182,466	172,130	151,816	144,324	147,399	2178118
Average Daily Flow	m ³ /day	5,474	5,233	5,625	6,851	6,133	9,414	6,647	5,886	5,738	4,897	4,811	4,755	71464
<u>Samples</u>														
<u>Weekly Bacteriological --ALS Labs</u>														0
Number of Raw Samples Taken		1	1	1	1	1	1	1	1	1	1	1	1	12
Number of Treated Samples Taken		5	4	5	4	4	5	4	4	5	4	4	5	53
Geometric Means (Bacti Samples)		26.67	16.81	3.68	4.33	7.2	40.76	9.67	6.45	6.39	6.58	6.56	10.2	145.3
Sludge Hauled to Landfill	m ³ /mon	319.2	273.6	262.2	285	353.4	319	102.6	296	205	148.2	273.6	285	3122.8
<u>Callouts</u>														
		9	0	0	0	0	2	3	3	4	5	0	2	28