

## **AGENDA**

### **Regular Meeting of Council of the City of Kenora**

**Tuesday, January 19, 2021**

**12:00 p.m.**

**Virtual**

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 Ralko**

#### **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:

- Adopt the 2021 Municipal Operating Budget, Water & Wastewater Operating & Capital Budget and Solid Waste Operating & Capital Budget

#### **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 – December 15, 2020

#### **6. Presentations/Deputations**

- 2020 Bridge Inspection Presentation – Stantec

#### **7. Additions to Agenda (urgent only)**

#### **8. Appointments**

- None

## **9. Reports from Committee of the Whole**

### **9.1 Administration & Finance**

- November 2020 Financial Statements
- Ontario Regulation 284/09: 2021 Budget Matters
- 2021 Operating Budget Approval
- 2021 Water & Wastewater Budget Approval
- 2021 Solid Waste Budget Approval

### **9.2 Fire & Emergency Services**

- No Reports

### **9.3 Operations & Infrastructure**

- No Reports

### **9.4 Community Services**

- Hings Lease Renewal
- Kenora Rotary Club Peace Park MOU
- 2021 Pines Service Agreement

### **9.5 Development Services**

- Funding Application to the RED Program-Husky the Muskie Restoration
- Deeming Bylaw-Lots 47&48 Plan M639 & Repeal of Deeming Bylaw 76-2014
- Submission to Canada's Centre of Excellence in Next Generation Networks (CENGN)
- Public Zoning Amendment D14-20-04 – 63 Nash Street

## **10. Housekeeping Resolutions**

- Black Sturgeon Water Quality Monitoring
- Application to Expropriate Land Known as the 'Outen Strip'
- Homerun Gardens Land Use
- 2020 Q4 Kenora Fire Report
- Municipal Transit Enhanced Cleaning Agreement
- November 2020 Water Wastewater Systems Monthly Summary

## **11. Tenders**

- 2021 Hourly Equipment & Truck Rental

## **12. By-laws**

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

- Confirmatory
- 2021 Operating Budget Approval
- 2021 Water & Wastewater Budget Approval
- 2021 Solid Waste Budget Approval
- Hings Lease Renewal

- Kenora Rotary Club Peace Park MOU
- 2021 Pines Service Agreement
- Deeming Bylaw-Lots 47 & 48 Plan M639
- Repeal of Deeming Bylaw 76-2014
- Public Zoning Amendment D14-20-04 – 63 Nash Street
- Municipal Transit Enhanced Cleaning Agreement

### 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 –Economic Development & Tourism Strategy development update, CAO & Mayor update)
  - ii) Labour Relations (1 matter-CAO Performance Review)
  - iii) Disposition of Land (1 matter-municipal property sale)
- iv) A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization (1 matter-Abitibi lands)
- v) Personal Matter about an Identifiable Individual (1 matter-Sustainability Advisory Committee Appointments)

### 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**.

Lake of the Woods  
**KENORA**



NORTH AMERICA'S  
*Premier*  
BOATING DESTINATION

# Housekeeping Reports NOT attached to Committee of the Whole Agenda



January 4, 2021

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

**Agenda Item Title:** Black Sturgeon Lakes Water Quality Monitoring - 2020

### **Background Information:**

In 2007, City Council approved the development of a lake capacity and management study for Black Sturgeon Lake. When the final report was accepted, one of the key recommendations was that the City develop a comprehensive monitoring program to assess patterns in lake productivity (including total phosphorus and chlorophyll), during open water season.

Based on the results of the 2009- 2019 sampling seasons, the consultant has consistently recommended annual sampling. The methodology has incorporated one spring sampling session and one late summer sampling session, which provides a more effective monitoring program than the original project design of 10 sampling sessions conducted every five years.

In 2019, Council approved funds for further monitoring and reporting. The contract to Kenora Resource Consultants was extended in 2020, and the consultant is now providing the completed report.

The summer of 2020 was characterized by low water levels throughout the region with no significant rain events. There was a major rain event on September 17th, 2019 that significantly raised the water levels of Black Sturgeon Lakes into the late fall and winter.

Two sampling sessions were conducted during the 2020 season, a spring session on May 19<sup>th</sup>, 2020 and a late summer session on August 12<sup>th</sup>, 2020. Water samples were taken at two locations on Lower Black Sturgeon Lake and one location at Upper Black Sturgeon during each sampling session, see Figure 1 below. The selection of the site locations has been designed to determine the impacts of development on the water quality of Black Sturgeon Lakes.

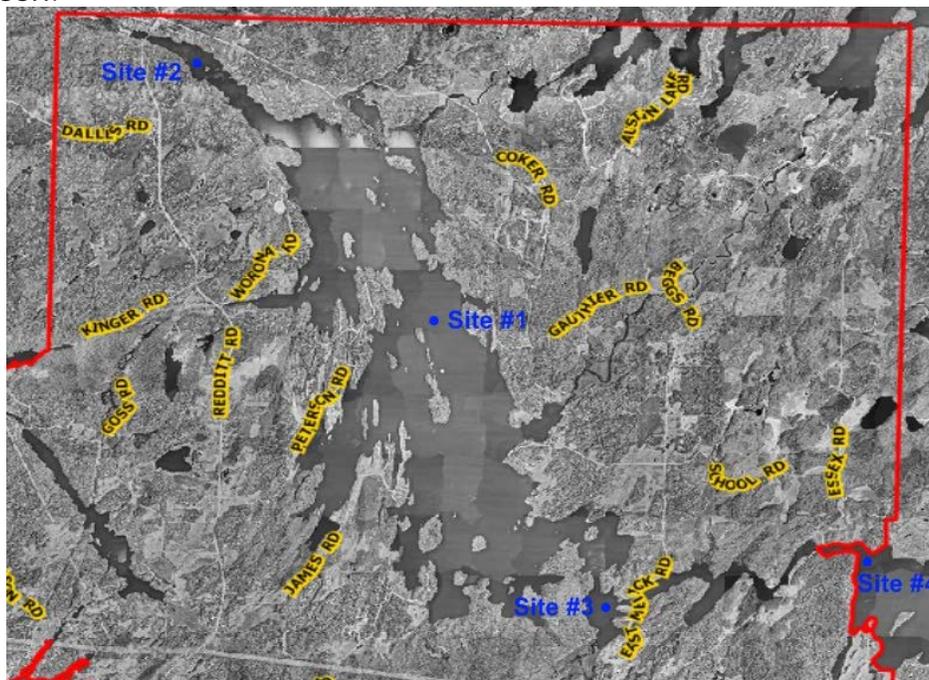
The total phosphorous readings that are of the most interest for water quality analyses are the ones taken during spring turnover. The reason for this is that turnover is when the phosphorous is mixed throughout the water column and provides an indication of overall phosphorous concentrations in the waterbody. Spring turnover is also when past phosphorous concentrations (i.e. Lake Partner Program) have been measured, which enable analysis of trends over time using a larger database over a longer time period.

The Ontario provincial water quality objective for total phosphorous concentrations is less than 20 µg/L (0.02 mg/L) "to avoid nuisance concentrations of algae in lakes" (MOE 1994). The 2020 spring sampling results for phosphorous concentrations were above the provincial water quality objective (PWQO) of 0.0200 mg/L for Site #2 (0.0205 mg/L) and Site #3 (0.0232 mg/L), but below for Site #4 (0.0175 mg/L). The phosphorous concentrations for both site #2 and site #3 were the highest levels for each of these sites in the data collected since 2009, please refer to Figure 1 below.

As per the 2020 Report, it was found that Lower Black Sturgeon has greater concentrations of phosphorous entering the water body than leaving the lake into the Winnipeg River System. This may indicate a significant source of phosphorous in the wetland area between Upper and Lower Black Sturgeon Lakes, and the input of phosphorous may have been caused by the late fall flooding that occurred in 2019. As per the Consultant, this is consistent with research that indicates that wetlands can be sources of phosphorous or sinks (removing phosphorous from circulation) depending on the retention time of surface water and timing of precipitation events (Riemersma et al. 2006).

In Summary, Mr. Haines suggested that the phosphorous levels at the inlet of Lower Black Sturgeon Lake when compared to the levels at the outlet of Black Sturgeon Lake do not provide any evidence that the elevated levels of phosphorous in the waterbody are due to anthropogenic inputs from development activities in the area. Rather, indications are that the major rainfall event(s) in the fall of 2019 and subsequent flooding of the waterbody resulted in the wetland area between Upper and Lower Black Sturgeon Lakes acting as a phosphorous source in the spring of 2020. If phosphorous concentrations of more than 0.02 mg/L persist, algal blooms may appear on Lower Black Sturgeon Lake could impact upon the human enjoyment of the waterbody. The recommendation is to continue sampling in future years to determine whether these elevated levels are due to an isolated environmental event or are part of a long-term trend.

**Figure 1:** Sampling Sites for Water Quality Monitoring on Black Sturgeon Lakes for 2020 sampling season.



**Resolution for Council:**

That Council hereby accepts the 2020 Black Sturgeon Lakes Water Quality Monitoring Report, as prepared by Kenora Resource Consultants Inc.

**Budget:**

Annual allocation in Unusual Spend Budget of \$5000.

**Risk Analysis:**

The risk level is low. Annual sampling and reporting is conducted to ensure that the health of the lake is not changing or being impacted by adjacent development. Naturally occurring exceedances are noted and trends will be monitored. Mitigation is not required.

**Strategic Plan or other Guiding Document:  
City of Kenora Official Plan (2015)**

- Principle 2 – Natural Environment  
Kenora shall support the protection and integrity of the natural environment, as valued by the community.
- Section 5.3 – Black Sturgeon Lake (Restricted) Development Area - It is recognized that the protection of water quality is of paramount importance for Black Sturgeon Lake, and it is the objective of this Plan

**Strategic Plan – Our Vision is 20/20 (Updated 2016)**

- 2.14 The City will continue to advance our leadership position as “Stewards of the Lake” and “Stewards of the Land” by safeguarding water quality on our lakes and optimizing waste diversion practices that reduce future landfill requirements.

---

**Briefing By:** Adam Smith, Manager Development Services

**Bylaw Required:** No



January 5, 2021

## **Housekeeping Council Briefing**

**(direct to Council – does not appear at COW)**

**Agenda Item Title:** Application to Expropriate Land Known as the 'Outen Strip'

**Background Information:**

In September, 2020, Council directed administration to acquire property known as the "Outen Strip" to enable the unencumbered future transfer of property containing the former Jaffray Melick municipal office. The last identifiable owner of this property, Mr. Colin Outen, died in 1959.

Our legal counsel has advised that the next step in the process of acquisition as set out in the Expropriation Act, is to submit the attached Application to the Approval Authority (Council) by the Expropriation Authority (The Corporation of the City of Kenora) for permission to proceed with the expropriation.

**Resolution for Council:**

That Council hereby authorizes the City Planner to proceed with the publication and service of Notice of Application for approval to expropriate the lands described in the Application for Approval to Expropriate Land respecting the acquisition of the lands locally known as 'Outen Strip'; and further

That the City Planner is hereby directed to report to Council with respect to any Notice requesting an inquiry filed by the owner of any lands affected by the said Application; and further

That the City Planner is hereby authorized to do such acts and things as may be necessary and expedient in the processing of the said Applications, all as required by The Expropriations Act, R.S. > 1990, Chapter E.26.

**Budget:**

There will be costs associated with the process of publication of notices and legal fees. Staff anticipate the costs to be recovered via future disposition.

**Risk Analysis:**

There is a moderate legal risk given the possibility that a descendant of Mr. Outen or some other individual(s) may be discovered who can claim ownership of the parcel identified. If so, this process could be delayed or contested which may lead to additional costs incurred.

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

**Strategic Plan or Other Guiding Document:** Administrative only

**Briefing By:** Adam Smith, Manager of Development Services

**Bylaw Required:** Yes



January 19, 2021

## Housekeeping Council Briefing

(direct to Council – does not appear at COW)

**Agenda Item Title:** Homerun Gardens – Five Year Use Agreement

### **Background Information:**

In May 2019, City staff brought forward a report to Council recommending that Kenora Harvest be able to develop and operate a Collective Urban Micro Farm. The proposed garden would be 40 by 60 feet. Council approved that recommendation.

In November 2019, City staff met with members of Kenora Harvest to review the program's first year of operation. The program boasted a total harvest weight of 324 kg across 27 crops in the harvest. As a result of this success, Kenora Harvest approached Council in December 2019 requesting to expand the garden's foot print to 60 by 130 feet. Council approved that recommendation.

At the January 2021 Committee of the Whole meeting, members representing Kenora Harvest did a deputation to Council requesting a longer term commitment of five (5) years to allow the group to plant deeper root perennials.

### **Resolution for Council:**

That Council hereby authorizes the use of Municipal lands locally known as the Old Keewatin Ball Diamonds to continue to be operated as a community garden by Harvest Kenora for a period of five (5) years; and further

That should the decision be determined not to proceed in subsequent years, Harvest Kenora will be required to level all growing beds and apply grass seed in order for the park to be restored to its previous condition.

**Budget:** There is no impact to budget for this projects. All costs will be the responsibility of Harvest Kenora.

**Risk Analysis:** Risk for this project is considered to be low and insignificant.

**Communication Plan/Notice By-law Requirements:** Kenora Harvest will canvas neighbors as was done in the past.

### **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.

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

**Briefing By:** Stace Gander, Community Services Manager

**Bylaw Required:** No



January 4, 2021

## Housekeeping Council Briefing

**Agenda Item Title:** 2020 City of Kenora Fire and Emergency Services Fourth Quarter and Annual Summary Report

### **Background Information:**

The City of Kenora Fire and Emergency Services (KFES) provides Council with a summary of fire department operations, on a quarterly basis.

The purpose of the report is to provide Council with an understanding of the emergency responses, inspection activities, and fire prevention and educational programs undertaken by the KFES personnel.

**Period:** October 1 to December 31, 2020.

### **Emergency Responses**

In 2020 Kenora Fire and Emergency Services responded to a total of 416 emergency calls as compared to 466 emergency calls in 2019.

### **2020 Response Statistics**

Fire Related	22%	Alarm Activations	29%
Medical Response	4%	Motor Vehicle Collisions	12%
Water / Ice Rescue	3%	Natural Gas	2%
Burning Complaints	20%	Other Related	8%

2020 seen a total of 92 fire related responses including 25 structure related fires during 2020 resulting in an estimated dollar loss of \$9,105,500 in 2020. Kenora experienced several house fires and two large loss fires including the Clarion Hotel and the recent Devlin Timber Company building which contributed to higher than average dollar losses.

The average response time by the first responding unit was approximately 6.38 minutes.

### **Fourth Quarter Statistics**

During this quarter, Kenora Fire and Emergency Services (KFES) responded to 97 emergency calls as follows:

1. Fire: 23 fire related responses including 6 structure fires: townhouse fire Minto Avenue (arson); chimney fires at Seventh Avenue North and McLean Avenue; Hwy 17W, Devlin Timber Co. shop and office building fire; smoking related sun porch fire on Agur Street; First Avenue South abandoned building fire; Matheson Street South-Northlands Building (suspected arson) and 211 Second Street South fire (arson), a large tractor trailer fire on Hwy 17A; electrical related fires and four cooking fires.
2. Fire Alarm, Smoke Alarm or Carbon Monoxide Detector Related: 29 alarm calls including 11 carbon monoxide calls, fire alarm system activations by construction workers and power outages, 3 intentionally pulled fire alarms.
3. Burning Complaints: 20 calls related to smell of smoke in area, neighbour camp fire complaints, burning of garbage.

4. Motor Vehicle Collisions: 9 incidents on local roads and area highways.
5. Water/Ice Rescue: 5
6. Natural Gas: 3 – smell of natural gas in home or area.
7. Other: 8 including dump truck entangled in power lines, alarm activation due to broken water in Robertson Street government building; OPP assistance: no incidents founds and strange noise in home.

### **First Nations Emergency Response Agreements**

The KFES responded to one emergency response during this quarter on local First Nation partners. During 2020 KFES responded to 3 emergency calls on Wauzhushk Onigum First Nation including a tandem dump truck entangled in power lines and 2 emergency calls on Ochiichagwe'Babigo'inning (Dalles) First Nation including a chimney fire and a house trailer fire.

The Fire Chief continues to support Les Prince, Fire Prevention Specialist for Anishinaabeg of Kabapikotawangag Resource Council (AKRC) providing information, website links and contacts in fire prevention to deliver fire safety messaging to the communities he serves.

### **Fire Code Inspections**

The CKFES continues to be proactive in administering the Ontario Fire Code through our Fire Inspection Program. COVID -19 has resulted in restrictions to buildings and the number of inspections that can be performed.

All complaint based fire code issues are being addressed and inspections are performed if warranted. Additional inspections are being performed at discretion of the Fire Chief. A total of 18 fire inspections were performed during this quarter. Inspections include St. Nicholas Ukrainian Church, real estate transfers, the new Kenora District Services Board (KDSB) Kenora Bail and Beds Facility, Word Hub, new apartment complex on Woods Drive, Anishinaabe Abinooji Family Services youth support homes, worked closely with the KDSB on the temporary homeless support centre located in Waterview Inn. Several phone inquiries concerning the fire code were dealt with by staff.

### **Vulnerable Occupancy Program**

In Ontario, owners of a care homes, care and treatment homes and retirement homes are legislated to update their Fire Safety Plan, and prepare and perform annual observed fire drill scenarios.

These fire drills and inspections were initially suspended due to the COVID-19 pandemic with new direction from the Ontario Fire Marshalls office on how to conduct inspections and fire drills in vulnerable occupancies during the pandemic. As a result of the new direction, fire drill scenarios were prepared by each vulnerable occupancy reviewed by fire chief and a table top exercise was performed. All building fire inspection records, are being reviewed by Platoon Captains for compliance to the Ontario Fire Code.

### **Fire Prevention and Life Safety Education Program**

The City of Kenora Fire and Emergency Services provides fire prevention and life safety education program to our City partners through the distribution of Fire Safety information, school and adult education programs, reviewing and approving Fire Safety Plans and working closely with local media in delivering timely fire safety training.

During this quarter, fire personnel have completed the following:

1. Fire Safety Plan Approvals: 4 - including the new Kenora District Bail and Beds, Waterview Inn, KACL
2. Online Hall Tours for local schools.
3. Northwestern Health Unit – Safe Communities Monthly virtual meetings.
4. Child Car Seat Installations – Currently suspended due to COVID-19
5. Fire Extinguisher Training - Currently suspended due to COVID-19
6. City Communications Specialist - CO Awareness - Christmas Holidays Fire Safety.
7. KFES continues to utilize our FACEBOOK page for fire safety information, messaging and fire department information.
8. Enbridge Project Zero program – KFES has received 216 combination Carbon Monoxide (CO) and smoke alarms to help raise awareness of the dangers of CO and for distribution throughout the City to those in need.

The KFES continues to work closely with our internal and external partners in delivering a fire prevention, inspection and emergency response program.

### **Firefighter Training**

1. Federal Cooperators Propane Safety Training
2. Auto Extrications
3. Aerial Apparatus
4. Fire Ground Operations
5. Emergency Apparatus Driver Training
6. Radio Protocols
7. Health and Safety Refresher
8. Incident Command
9. Home Station

### **Other**

1. Monthly Chief Fire Officer Meetings
2. Monthly Health and Safety Meetings
3. Chief attended the Northern Ontario Fire Training Advisory monthly conference calls.
4. FireCon 2020/21 – Chief Participated in Board of Directors conference calls
5. As Zone 10A representative, Chief participated in monthly Provincial Advisory Committee (PAC) conference calls through the Ontario Fire Association of Fire Chiefs.
6. Chief attended Monthly Virtual Safe Communities Kenora meetings at the Northwestern Health Unit.
7. Chief attended Bi-Monthly Risk Table meetings.
8. As Zone 1 Fire Coordinator, Fire Chief attended Ontario Fire Marshalls – Provincial Fire Coordinators Conference calls.
9. Annual truck safety inspections and safeties.
10. Annual pumper testing and certification.

### **Firefighter Recruitment and Retention**

Kenora Fire and Emergency Services hired 9 new volunteer firefighters in late 2019 who trained hard through 2020 and are currently assigned to stations and responding to calls. This new addition of volunteer firefighters brings our compliment to 28 volunteer firefighters. Additional hiring is planned for early spring of 2021.

## **Regional Training Centre – Recruit and Firefighter Training**

CKFES continues to be a leader in our area in training and developing firefighters. As part of our annual recruit program Kenora offers a weekend NFPA Level 1 Regional Fire Fighter Training program for all fire departments in our area.

Kenora Fire is proud to announce that the Live Burn Cells constructed from shipping containers are in place at Station 3 and ready for use in early spring. These burn cells will provide excellent first hand live fire training enhancing knowledge of fire dynamics, working in zero visibility smoke filled atmospheres and interior fire attack. This project could not have been accomplished with the generous donations from TC Energy. Planning is under way to further develop training props and curriculum for 2021.

## **Emergency Management**

The City of Kenora Emergency Management Team continues to monitor the COVID – 19 pandemic and work with local Health Unit and Medical Officer of Health to ensure the public is informed and protocols are in place for current restrictions.

Each municipality is required by law, through the Emergency Management and Civil Protection Act, to submit an Annual Compliance Report to confirm our emergency program, training and emergency program exercises. All compliance forms have been submitted to the Office of the Fire Marshal and Emergency Management and confirmation has been received that the City of Kenora is in full compliance for 2020.

**Budget:** No Budget effects.

**Communication Plan/Notice By-law Requirements:** None

**Strategic Plan or other Guiding Document:** Aligns with the City of Kenora's Values contained within Strategic Plan 2015-2020, specifically, "we strive for continuous service improvements through innovation, leadership and best practices; we consider community, public and workplace safety in every decision we make; we manage the municipal finances in a responsible, prudent and transparent manner; and is consistent with Corporate Goal #2-3 and Corporate Goal #3-3

**Risk Analysis:** As per the City's ERM Policy, there is no risk Associated with this quarterly briefing report.

### **Resolution for Council:**

That Council hereby receives the 2020 Fourth Quarter Report from the Kenora Fire and Emergency Services Department for the period of October 1 to December 31, 2020.

**Briefing By:** Todd Skene, Fire Chief / CEMC

**Bylaw Required:** No



December 21, 2020

## **Housekeeping Council Briefing**

**(direct to Council – does not appear at COW)**

**Agenda Item Title:** Municipal Transit Enhanced Cleaning Agreement

**Background Information:**

The Municipal Transit Enhanced Cleaning funding is being provided to reduce the risk of exposure to COVID-19 in the transit system. Eligible costs include direct costs incurred from April 1, 2020 to December 31, 2020 and include cleaning materials, hand sanitizer, safety wear, contracted services and salaries. The City of Kenora's allocation is \$6,442.

An agreement was reached between the Corporation of the City of Kenora and Her Majesty the Queen in Right of the Province of Ontario represented by the Minister of Transportation for the Province of Ontario for the provision of funding for enhanced cleaning for the public transit system. The agreement is now ready for execution by by-law. The Agreement is for the transfer of provincial funds, up to a maximum amount of \$6,442.

**Resolution for Council:**

That three readings be given to a by-law to execute an agreement between the Corporation of the City of Kenora Her Majesty the Queen in Right of the Province of Ontario represented by the Minister of Transportation for the Province of Ontario for the provision of funding for enhanced cleaning for the public transit system in the amount of \$6,442; and further

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

**Budget:** \$6,442

**Risk Analysis:** there is a low risk associated with this report and is administrative in nature to receive the funding for the projects.

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

**Strategic Plan or Other Guiding Document:** administrative only

**Briefing By:** Charlotte Edie, Manager of Finance/Treasurer

**Bylaw Required:** Yes



January 4, 2020

## **Housekeeping Council Briefing**

**(direct to Council – does not appear at COW)**

**Agenda Item Title:** 2020 Water & Wastewater Systems Monthly Summary Report – November

**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 water and wastewater systems they own and operate are maintained. Data will be collected at the end of each month and presented to Council for acceptance, see attached.

The Operations and Infrastructure Department recommends that Council accept the 2020 Water and Wastewater Systems Monthly Summary Report for November.

**Resolution for Council:**

That Council of the City of Kenora hereby accepts the November 2020 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. Jeff Hawley, WTP, WWTP

**Strategic Plan or other Guiding Document:**

Goal #2 Strengthen Our Foundations

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:** Jeff Hawley, Operations & Infrastructure Manager

**Bylaw Required:** No

**CITY OF KENORA**

**Monthly Summary Report  
Water & Wastewater Systems**

**November 2020**

Prepared by: Ray Lindquist, Water & Wastewater Team Lead  
Ryan Peterson, ORO, Water Treatment Plant  
Darryl Wilson, ORO, Wastewater Treatment Plant

## **1.0 Introduction**

This report contains the major maintenance activities and operational events that occurred during the month of November 2020 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 they own and operate 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 for a total of eight (8) samples are taken on a weekly basis.

Sampling was conducted on the following dates:

- November 2
- November 9
- November 16
- November 23
- November 30

All samples tested were within the allowable parameters.

### **2.3 Maintenance**

- Reinstalled pump #2 at Pine Portage Booster.
- Flushed polymer feed line.
- Replaced peristaltic tubing on polymer pump #2.
- Repaired motor base on #2 compressor motor.
- Installed PM kit in post and trim chlorinators.
- Installed new chlorine gas monitors in tonner and injector rooms.
- Replaced belt on #1 vacuum pump.

### **2.4 Training**

- All operators participated in two Walkerton Clean Water Center CEU courses:
  - Safe Drinking Water: Lessons from Outbreaks

- Maintaining Water Stability in Distribution Systems

## 2.5 Water Quality Complaints

- There were no water quality complaints in November.

## 2.6 Other Information

- Distribution chlorine residuals were collected on a weekly basis.
- Collected microcystin samples for algal monitoring program.

## 3.0 Water Distribution System and Wastewater Collection System

### 3.1 Maintenance

#### 3.1.1. Water Distribution

- November 2 – Dug and repaired 250mm main temporarily until new tee is ordered to replace existing. New hydrant to come off this also. 121 Rabbit Lake Road.
- November 16 – Dug and repaired service box at 103 Wharf Street.
- November 17 – Dug and installed new 250mm tee and hydrant at 121 Rabbit Lake Road.
- November 20 – Dug and replaced two main stops and retired one old service at 29 Regina Avenue.
- November 20 – Tapped new service for new building on old mill property off of 9<sup>th</sup> Street North.
- November 20 – Checked and repaired all bleeder boxes.

#### 3.1.2. Wastewater Collection

- November 4 – Replaced 8ft of 100mm sewer service for 1008 Park Street.
- 9 house calls for rodding.
- 4 grinder pump calls

#### 3.1.3. Water Thaws:

	November 2019	November 2020
City	0	0
Private	0	0

### 3.2 Training

- Mandatory training took place on November 9, 10, 12, 13.

### 3.3 Water Quality Complaints

- 2 complaints about milky water in the Rabbit Lake area. Water was trapped in line from November 2 dig. Difficult to bleed all air out of a large water main when it is drained. Flush out of hydrant when turning back on is the method used. Unfortunately some houses will get air and they must bleed that air from tap. Homeowners were understanding.

### 3.4 Boil Water Advisory(s) – 2020

- There was one (1) boil water advisory issued.

### 3.5 Other Information

- There is no further information to report for the month of November.

## 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 November 17, 2020 as per the Certificate of Approval’s (COA’s) monitoring and recording requirements are:

- a. Raw Sewage – Total BOD<sub>5</sub> (biological oxygen demand): 150[mg/L]
- b. Final Treatment Effluent – Total CBOD<sub>5</sub> (carbonaceous biological oxygen demand): 5.0 [mg/L] – limit is 25 [mg/L].
- c. Raw Sewage – Total Suspended Solids: 54 [mg/L].
- d. Final Treated Effluent – Total Suspended Solids: 10.0 [mg/L] – limit is 25 [mg/L].

4.2.2. **Weekly** – Laboratory Results on the weekly samples of final treated effluent sent on November 3, 10, 17, 24 for E. Coli are:

- a. Geometric Means of the samples in November was 6.56 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 6.56 organisms/100 mL, which is within the COA’s limit of 200 organisms/100 mL. Plant final effluent CBOD was 5.0 p.p.m., and final effluent T.S.S. was 10.0 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 Unplugged sludge pump for #1 dewatering press in the 400 building.
- 4.3.3 Electrician replaced motor on the exhaust fan for the 400 building.
- 4.3.4 Replaced pneumatic air cylinder on #2 dewatering press in the 700 building.
- 4.3.5 Electrician replaced timer for outside lights for the 600 building.
- 4.3.6 Choice Property Management tested both back flow preventers
- 4.3.7 Cleaned both air filters for the blowers in the 400 building.
- 4.3.8 Electrician replaced the LED lights in both clarifiers.

#### **4.4 Training**

- There was no training for the month of November.

#### **4.5 Other Information**

- 4.5.1 Health and Safety inspection was conducted on November 10, 2020.

## Schedule "A"

### Water Systems Flow and Operating Data Monthly Summary Report - 2020

<b>Water Plant Flows</b>		<b>Units</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>TOTAL</b>
<u>Influent Flow</u>															
Total Influent Flow	m <sup>3</sup> /month	203426	193407	207739	178911	192943	192373	212389	220049	194370	188032	185875			2169514
Maximum Daily Influent Flow	m <sup>3</sup> /day	7236	7675	7650	6789	7409	7419	7931	8481	7975	7206	7163			82934
Minimum Daily Influent Flow	m <sup>3</sup> /day	5891	6023	5769	5186	5309	5430	6086	6011	5101	5162	5390			61358
Average Daily Influent Flow	m <sup>3</sup> /day	6562	6669	6701	5964	6224	6412	6851	7098	6479	6066	6196			71222
Maximum Daily Instantaneous Influent Flow	m <sup>3</sup> /day	17741	17462	16742	17233	17451	17486	22215	20807	23079	18069	17130			205415
<u>Effluent Flow</u>															
Total Effluent Flow	m <sup>3</sup> /month	189098	180655	193690	165218	177144	177331	195473	202434	177313	171934	170507			2000797
Maximum Daily Effluent Flow	m <sup>3</sup> /day	6820	7213	7181	6018	6800	6786	7389	8302	6918	6546	6497			76470
Minimum Daily Effluent Flow	m <sup>3</sup> /day	5349	5434	5443	4972	4806	5084	5499	4471	4864	4659	4772			55353
Average Daily Effluent Flow	m <sup>3</sup> /day	6100	6229	6248	5507	5714	5911	6306	6530	5910	5546	5684			65685
Plant Meter Reading	m <sup>3</sup> /month	3606	3395	3636	3296	3422	3400	3615	3710	3563	3464	3471			
Compensated Total Effluent Flow	m <sup>3</sup> /month	185492	177260	190054	161922	173722	173931	191858	198724	173750	168470	167036			1962219
<b>Samples</b>															
<u>Weekly Bacteriological</u>															
Number of Raw Samples Taken		5	4	5	4	4	5	4	5	4	4	5			49
Number of Treated Samples Taken		5	4	5	4	4	5	4	5	4	4	5			49
Number of Distribution Samples Taken		30	24	30	24	24	30	24	30	24	24	30			294
<u>Boil Water Advisory Bacteriological</u>															
Number Taken		0	0	3	1	2	0	2	4	0	10	10			32
<b>WTP Callouts</b>															
		4	6	5	2	2	16	12	9	9	6	2			73
<b>Water Thaws</b>															
	City	2	5	2	0	0	0	0	0	0	0	0			9
	Private	0	2	0	0	0	0	0	0	0	0	0			2
	Total	2	7	2	0	0	0	0	0	0	0	0			11



## 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 <sup>3</sup> /mon.	182,766	167,004	196,433	236,210	222,161	321,521	206,069	182,466	172,130	151,816	148,015		2186591
Maximum Daily Influent Flow	m <sup>3</sup> /day	6,213	6,070	8,086	10,169	8,174	28,778	8,379	7,162	7,420	5,453	5,274		101178
Minimum Daily Influent Flow	m <sup>3</sup> /day	5,563	5,441	5,531	6,736	6,299	5,935	5,845	5,288	4,802	4,543	4,693		60676
Average Daily Influent Flow	m <sup>3</sup> /day	5,896	5,759	6,337	7,874	7,166	10,717	6,647	5,886	5,738	4,897	4,934		71851
<u>Effluent Flow</u>														
Total Effluent Flow	m <sup>3</sup> /mon.	169,696	151,757	174,390	205,527	190,124	282,420	206,069	182,466	172,130	151,816	144,324		2030719
Average Daily Flow	m <sup>3</sup> /day	5,474	5,233	5,625	6,851	6,133	9,414	6,647	5,886	5,738	4,897	4,811		66709
<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		11
Number of Treated Samples Taken		5	4	5	4	4	5	4	4	5	4	4		48
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		135.1
Sludge Hauled to Landfill	m <sup>3</sup> /mon	319.2	273.6	262.2	285	353.4	319	102.6	296	205	148.2	273.6		2837.8
<u>Callouts</u>														
		9	0	0	0	0	2	3	3	4	5	0		26

## Schedule "B"

### Wastewater Systems Flow & Operating Data Monthly Summary Report - 2019

Wastewater Plant Flows		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<b>Influent Flow</b>														
Total Influent Flow	m <sup>3</sup> /mon.	163,811	159,863	204,602	318,649	261,392	221,168	272,857	238,683	346,346	492,203	226,130	196,218	3,101,922
Maximum Daily Influent Flow	m <sup>3</sup> /day	5,895	6,062	8,888	14,687	9,974	13,019	13,929	13,457	19,556	29,565	9,109	6,999	151,140
Minimum Daily Influent Flow	m <sup>3</sup> /day	4,870	5,128	5,647	6,572	7,467	6,054	6,301	6,435	8,262	9,205	6,164	5,859	77,964
Average Daily Influent Flow	m <sup>3</sup> /day	5,284	5,709	6,600	10,621	8,432	7,372	8,802	7,699	11,544	15,877	7,537	6,329	101,806
<b>Effluent Flow</b>														
Total Effluent Flow	m <sup>3</sup> /mon.	162,844	152,200	191,435	294,256	236,233	210,140	250,001	222,758	313,079	438,136	205,453	181,013	2,857,548
Average Daily Flow	m <sup>3</sup> /day	5,253	5,436	6,175	9,809	7,620	7,005	8,065	7,185	10,435	14,133	6,848	5,839	93,803
<b>Samples</b>														
Weekly Bacteriological --ALS Labs		5	4	4	5	4	4	5	4	4	5	4	4	52
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	4	5	4	4	5	4	4	5	4	4	52
Geometric Means (Bacti Samples)		10	10	10	10	10	10	15.52	10	22.79	22.21	10	10	
Sludge Hauled to Landfill	m <sup>3</sup> /mon	205.2	228	239.4	273.6	307.8	193.8	319.2	250.8	228	216	262.2	205	2,929
<b>Callouts</b>														
		1	0	1	2	0	6	7	8	9	4	0	21	59



January 4, 2021

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

**Agenda Item Title:** 2021 Hourly Equipment and Truck Rental Tender

**Background Information:**

The City of Kenora puts out an annual tender for the hiring of non-owned equipment and trucks on an as-required basis throughout the year. The tender for Equipment and Truck Hourly Rental closed on December 17, 2020, with formal tenders received from four companies. The contractors provided hourly rates for various pieces of equipment and types of trucks as specified in the tender document. The tenders are broken down into ranking lists showing the various items with the contractor's name, information and hourly rate included. The equipment is ranked by lowest price rated first and then by the newer year of equipment being rated higher should identical pricing be received for the same category of equipment. The trucks are rated with one truck from each contractor being ranked first using the same ranking methodology as the equipment, prior to additional trucks of the same contractor being included in the ranking listing. The ranking lists for both equipment and trucks are attached. These ranking lists will be distributed to City departments for their use when hiring non-owned equipment and trucks throughout 2021. There were no bids received for backhoe – rubber tire, bulldozer (210KW), vacuum truck, or packer.

**Resolution for Council:**

That the tenders for the Hourly Rental of Equipment and Trucks for 2021 be received and further;

That the attached Ranking Lists for Hourly Rental of Equipment and Trucks for 2021 be accepted and adopted for the purposes of hiring non-owned equipment and trucks during the period of January 31, 2021 through to December 31, 2021.

**Budget:** 2021 Operating Budget

**Risk Analysis:** There would be a moderate impact to the City both financially as well as operationally without a tendered price list for rental of non-owned equipment and trucks. The City will avoid this moderate risk by receiving hourly rates for equipment and trucks, which are ranked lowest to highest, prior to the hiring of contracted services.

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

Jeff Hawley, Marco Vogrig, Roger Wilcott, Ray Lindquist, Mukesh Pokharel

**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

**Briefing By:** Marco Vogrig, Municipal Engineer

**Bylaw Required:** No