

AGENDA

Regular Meeting of Council of the City of Kenora

Tuesday, March 16, 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 Van Wallegem

3. Special Moment of Silence and Recognition

4. 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:

- Establish tax ratios and tax rates for 2021
- Authorize budget amendments for the following:
 - \$90,000 to be funded through the Parkland Reserve to prepare the grounds, install fencing and develop trails in the park for the development of an off-leash dog park
 - \$3,600 to modify the scope of the Five Year Economic Development and Tourism planning project to allow for additional work related to monitoring and evaluation
 - \$23,000 to be funded from the Roads Reserve to increase the funds for the 2021 Urban Street and Highway Line Painting works project

5. 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

6. Confirmation of Previous Council Minutes

- Regular Council – February 16, 2021
- Special Council – February 23, 2021

7. Presentations/Deputations

- Nikki Faulds, Lake of the Woods Employment Action Project (LEAP)
- Dan Penner, Urban Systems Presentation on Strategic Planning Process

8. Additions to Agenda (urgent only)

9. Appointments

- None

10. Reports from Committee of the Whole

9.1 Administration & Finance

- 2020 Capital & Unusual Spend
- January 2021 Financial Statements
- 2021 Tax Rates & Ratios

9.2 Fire & Emergency Services

- No Reports

9.3 Operations & Infrastructure

- 2020 Kenora Drinking Water System Summary
- Budget Amendment & Tender Award – 2021 Line Painting

9.4 Community Services

- Budget Amendment – Off Leash Dog Park
- Kenora Condominium Corp No. 2 Lease Renewal

9.5 Development Services

- Agreement of Resolution LPAT File PL190146
- Application to Skills Development
- Budget Amendment Economic Development & Tourism Strategy
- Municipal Modernization Funding
- Waterpower Day Charter
- D09-21-01 & D14-21-01 Official Plan Amendment & Zoning Bylaw Amendment

11. Housekeeping Resolutions

- 2020 Council Remuneration
- Health and Safety Policy Statements
- NOHFC Canada Day Festivities Funding Application
- Recreation Year End Report
- Safe Restart Agreement – Public Transit Funding Stream
- Various Committee Minutes
- Water Wastewater Systems Monthly Summary January 2021

12. Tenders

- Repair Works Beggs Arch Culvert & Lajeunesse Bridge Tender

13. By-laws

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

- Confirmatory
- 2021 Tax Ratios
- 2021 Tax Rates
- Budget Amendment - 2021 Line Painting
- Budget Amendment – Off Leash Dog Park
- Kenora Condominium Corp No. 2 Lease Renewal
- Budget Amendment Economic Development & Tourism Strategy
- D09-21-01 & D14-21-01 Official Plan Amendment & Zoning Bylaw Amendment
- Safe Restart Agreement – Public Transit Funding Stream

14. Notices of Motion

15. Proclamations

- Autism Awareness Day – April 2, 2021
- Green Shirt Day – April 7, 2021
- Waterpower Day – June 20, 2021

16. Announcements (non-action)

17. 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 – KDSB, CAO & Mayor updates)
 - ii) Labour Relations (1 matter-IBEW negotiations)
- iii) A proposed acquisition of land for municipal purposes (1 matter-land purchase)
- iv) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality (1 matter-Fingerboard application)

18. Adjourn Meeting

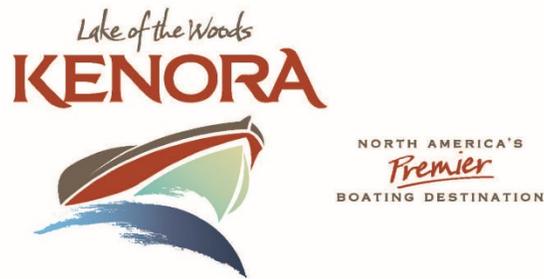
Information on Voting by Mayor & Council under The Municipal Act, 2001

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**.



Housekeeping Reports
NOT attached to
Committee of the
Whole Agenda



February 26, 2021

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: Council Remuneration

Background Information:

In accordance with the Municipal Act, 2001, the City is required to provide the Mayor and Council with a statement of remuneration to each Member of Council on or before March 31 of the following year. The statements of remuneration are included for the following: City of Kenora Council, City of Kenora Police Board, and the Kenora District Services Board. The Northwestern Health Unit information was not available.

Budget:

There is no expected budget impact as a result of this report.

Communication Plan/Notice By-law Requirements:

The Municipal Act, 2001, requires that this information be presented to Council.

Resolution for Council:

That Council receive the reports prepared by Charlotte Edie, Manager of Finance/Treasurer dated February 26, 2021 as required under Section 284 of The Municipal Act, 2001, as amended, setting out the Annual Statement of Remuneration and Expenditures for Members of Council in accordance with Remuneration By-law #48-2013.

Briefing By: Charlotte Edie, Manager of Finance/Treasurer

Bylaw Required: No

MEMORANDUM

DATE: February 26, 2021

TO: Kyle Attanasio, CAO

FROM: Charlotte Edie, Manager of Finance/Treasurer

RE: Annual Statement of Remuneration and Expenditures

The following is a summary of Council remuneration and expenditures, excluding Boards and Commissions, provided in accordance with the Municipal Act:

<u>Member</u>	<u>Stipend</u>	<u>Per Diem Allowance</u>	<u>Travel & Conference</u>
Reynard	\$ 38,688	935	2,435
Smith	19,414	561	293
McMillan	19,414	561	2,365
Goss	19,414	187	0
Ralko	19,414	929	1,889
Van Wallegem	19,414	561	347
Poirier	19,414	1,309	2,584

Should you have any questions or require additional information, please do not hesitate to bring your concerns to my attention.

MEMORANDUM

DATE: February 26, 2021

TO: Kyle Attanasio, CAO

FROM: Charlotte Edie, Manager of Finance/Treasurer

RE: Annual Statement of Remuneration and Expenditures for the Kenora District Services Board

The following is a summary of Commission remuneration and expenditures for the Kenora District Services Board, provided in accordance with the Municipal Act:

<u>Member</u>	<u>Honoraria Per Diem</u>	<u>Travel & Conference</u>
Poirier	\$4,875	\$855

Should you have any questions or require additional information, please do not hesitate to bring your concerns to my attention.

MEMORANDUM

DATE: February 26, 2021

TO: Kyle Attanasio, CAO

FROM: Charlotte Edie, Manager of Finance/Treasurer

RE: Annual Statement of Remuneration and Expenditures for the City of Kenora Police Board

The following is a summary of Board remuneration and expenditures for the City of Kenora Police Board, provided in accordance with the Municipal Act:

<u>Member</u>	<u>Stipend</u>	<u>Per Diem Allowance</u>	<u>Travel & Conference</u>
Reynard	2,040		
Poirier	2,040		

Should you have any questions or require additional information, please do not hesitate to bring your concerns to my attention.



March 1, 2021

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

Agenda Item Title: Health and Safety Policy Statements

Background Information:

There is a legal requirement to review the three policy documents (Health and Safety, Harassment, and Violence Prevention) at least annually. By having Council review and sign these statements once each year the City is complying with this legislative requirement.

Resolution for Council:

That Council of the City of Kenora hereby accepts the City of Kenora Occupational Health and Safety Policy, the City of Kenora Workplace Harassment Policy and the City of Kenora Workplace Violence Prevention Policy; and further

And that the signatures of the Mayor and CAO are affixed to said policies along with the date of endorsement and are posted in all workplaces.

Budget: N/A

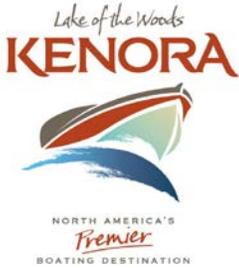
Risk Analysis: *Identify any perceived risk(s) to the recommendation and describe how the City will treat the risk (avoid, mitigate, transfer, accept, pursue)*

Legal: There is no risk associated with accepting these policy statements, the risk would be in not accepting them. Under the Occupational Health and Safety Act, section 25 (2)(j), an employer is required to prepare and review at least annually a written occupational health and safety policy and develop and maintain a program to implement that policy.

Communication Plan/Notice By-law Requirements: Signed documents will be returned to Bruce Graham for appropriate duplication and distribution.

Strategic Plan or Other Guiding Document: N/A

Briefing By: Bruce Graham, Risk Management and Loss Prevention Officer



The Corporation of the City of Kenora Occupational Health and Safety Policy

The Corporation of the City of Kenora is committed to preventing occupational illness and injury in the workplace.

We recognize that an effective health and safety program, as indicated by following acceptable industry practices and compliance with legislative requirements, and communication of that program to all workers, will contribute to a reduced risk of injury or illness to workers.

We further recognize that health and safety is the shared commitment and responsibility of us all. Our program is based on the concepts of the Internal Responsibility System wherein responsibilities and authority for health and safety are delegated from the top down and accountability for performance is required from the bottom up.

The Senior Leadership Team is responsible for establishing health and safety policy and ensuring the development of a health and safety system.

Division Managers are responsible for the development and implementation of health and safety programs in their divisions and for ensuring that their Division Leads are performing their required health and safety responsibilities.

Division Leads and all supervisory personnel are responsible to enforce health and safety rules and regulations and to ensure that their workers have the appropriate training, skills, and qualifications to perform their tasks safely.

Workers are responsible to follow employer and regulatory procedures, use their initiative to reduce risk, and to report unresolved issues to their supervisor.

It is the intention of this policy that:

**“No job is so important and no service is so urgent
that we cannot take the time to perform our work safely”**

Chief Administrative Officer

Mayor

Approved by Municipal Council on March 16, 2021



March 10, 2021

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

Agenda Item Title:

Northern Ontario Heritage Fund Corporation, Cultural Support Program – Application for Canada Day Festivities

Background Information:

Tourism Kenora is seeking financial support for the 2021 Canada Festivities. Staff have begun to make multiple plans for the festivities dependent on the restrictions that are in place due to COVID.

The Northern Ontario Heritage Fund Corporation is currently accepting applications for all programs including the Cultural Support Program. Staff will be applying under the community events stream through this program. Funding is in the form of a conditional contribution of up to 30% of total eligible costs to a maximum of \$15,000.

Resolution for Council:

That Council hereby direct staff to complete an application to the Northern Ontario Heritage Fund Cultural Supports program for Canada Day 2021, in the amount of \$7,000; and further

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

Budget: The total budget for Canada Day festivities is \$29,000. A successful application to NOHFC will help offset this cost.

Risk Analysis: There is a potential positive financial risk in making application to NOHFC for Canada Day festivities

Communication Plan/Notice By-law Requirements: No by-law required at this time.

Strategic Plan or Other Guiding Document:

1-9 The City will promote Kenora as a 365-day lifestyle destination.

Briefing By: Stace Gander, Manager of Community Services

Bylaw Required: No



February 24, 2021

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: 2020 Year End Report – Recreation Services

Recommendation:

That Council hereby accepts the 2020 Year End Report for the Recreation Services Department.

Background:

The Recreation Services Staff will provide regular quarterly reports to Council incorporating program usage that identify trends and value to the taxpayer.

This report provides statistics developed and tracked for the facilities.

Strategic Plan or other Guiding Document:

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

1 – 9 The City will promote Kenora as a 365 – day lifestyle destination.

1 – 10 The City will promote and leverage its recreation and leisure amenities as a means to support local economic activity, tourism and strengthen community ties with our regional neighbours.

2 -1 The City will ensure 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 – 9 The City will support continuous improvements to recreation and leisure amenities, particularly those that support the quality of life.

2 -11 The City will lead and promote environmental sustainability through conservation, smart building design and, where feasible, retro-fit practices for city – owned facilities.

3 – 3 The City will ensure that customer service excellence is understood and ingrained in the culture and fabric of our organization. The City will commit to a citizen – first approach to maintaining relations with the public.

3 – 9 The City will establish protocols for staff orientation that provide the fundamental tools of customer service and organization understanding.

3 – 10 The City will ensure that employee learning & development opportunities are delivered to all levels of Staff in a prompt and timely manner that enables appropriate career planning and skills development.

3 – 14 The City will forge stronger relations with neighbouring communities and area municipalities by City Staff, particularly those that help ensure tight coordination of emergency response situations, disaster relief efforts and clear communication protocols between the City of Kenora, the Ontario Provincial Police, and the neighbouring communities.

Briefing By: Casey Pyykka, Community Program Liaison

Bylaw Required: No



KENORA
RECREATION
CENTRE
welcome to wellness

Recreation Services Department Year End Report

January – December 2020

Welcome to Wellness

CITY OF KENORA

Edge of the Woods

KENORA





Recreation Services Department

Welcome to Wellness

Strategic Plan

The Kenora Recreation Centre still strives in reaching goals towards the City of Kenora Strategic Plan. Below highlights our success at the strategic plans goals for this quarter:

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

1 – 9 The City will promote Kenora as a 365 – day lifestyle destination.

1 – 10 The City will promote and leverage its recreation and leisure amenities as a means to support local economic activity, tourism and strengthen community ties with our regional neighbours.

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This report has been generated based on the activities and data collected during the period of **January – December 2020.**

Participant Visits by Activity

ACTIVITY	Year End 2019	Year End 2020
Lane Swim	6650	4399
Tot Swim	3267	1030
WaterFit	3848	1892
GentleFit	1475	1259
Schools	15,920	3684
Public Swims	21,551	9851
Family Swims	3794	2696
Rentals	2806	782
Swim Lessons	5371	3810
Life Saving Society Programs	435	228
Special Olympics	343	123
Kenora Swimming Sharks/Kenora Borealis	4294	1850
Other (Special Programming)	1454	422
Hot Tub	21,343	8402
Pool Totals	92,551	40,428
Walking Track	11,068	7721
Open Ice	2826	1210
Fitness Centre	55,785	31,975
Group Fitness	8812	2930
Facility Total	171,042	84,264

- 2020 was a difficult year. Year-over-year attendance numbers are down +50% due to restrictions and closures related to COVID - 19
- The Kenora Recreation Centre and Keewatin Memorial Arena closed March 16th due to COVID - 19
- Walking track opened June 24th
- Fitness Centre opened July 23rd
- Aquatic Centre opened August 31st
- Group fitness classes were done through zoom April – August for free. Instructors saw an increase of new participants as well as the regular that would attend their in person class at the facility.
- All areas of the facility had a restriction on numbers attending the pool, gym and aerobics studio. Participants had to book appointments to attend all programs with limited numbers allowed; 15 participants in the gym for 1.25 hours, 9 participants in the Group Fitness Classes and the pool varied from each swim (30 participants in

Family Swims, 6 people in lane swims and 15 in WaterFit). The facility did increase participant numbers in the gym and pool before the December lockdown to 20 participants in the gym and 60 participants for Family Swims.

Facility Rental Hours

Facility Booking in Hours	Year End 2019	Year End 2020	Hours lost due to COVID
Thistle Rink	2594.5 hours	1703.25 hours	403.25 hours
Keewatin Memorial Arena	2265.25 hours	1083 hours	534.25 hours
Recreation Facility Rooms	4540.93 hours	1227.98 hours	1136.75
Dry Pad	502.66 hours	0 hours	361.15 hours

- First COVID shut down was March 16th for all groups
- Keewatin Memorial Arena ice did not begin till November 2, 2020, ice is normally put in July and used for the summer and minor groups try outs in September before the Kenora Thistle Arena is ready for use
- LOWMH & LOWGH were on a lockdown October 2 – 16 due to COVID
- LOWGH was on a lockdown October 2 – 19 due to COVID
- LOWMH took a COVID pause November 30 – December 6
- LOWGH took a COVID pause on November 30 – December 13
- Kenora Women’s Hockey and Splett hockey groups took a COVID pause November 30 – 2021
- Lockdown began December 26 – 2021
- No recreation facility rooms have been rented out since March 16th. The New Horizon Centre began using the Rotary room in October for limited programming.
- City Staff have used 69.48 hours
- New Horizon’s Senior Centre used 401.25 hours
- Partnered programs used 43.5 hours
- Group Fitness Programs used 480 hours

Membership and Package Sales

Membership Type	Year End 2019	Year End 2020
Annual	208	107
Post-Summer - Secondary	48	4
90 Day	642	245
NEW 1 Month	79	196
NEW 6 Month	36	39

10 Visit Passes	587	291
25 Visit Passes	1267	515
Instructional Program 10 and 25 Visit Passes	131	52

* All memberships were put on hold from March 16 – July 23 when gym opened. Some members requested refunds of their memberships, others continued to keep them on hold until they felt safe to re-enter the facility. All memberships were extended from the amount of time lost. Memberships were again put on hold during the lockdown beginning December 26, 2020.

Parking Revenue

Parking Duration	Year End 2019	Year End 2020
Seasonal, Monthly, Weekly, Overnight and Day	\$41,651.89	\$57,291.73

* Due to the Kenora Recreation Centre being closed parking revenue was done through City Hall and the Discovery Centre for 2020. We began to use the Hotspot system for all bookings.

Ball Diamond Rentals

Ball Diamond Bookings in Hours	Year End 2019	Year End 2020	Hours lost due to COVID
Kenora Recreation Centre	1025.33 hours	579.43 hours	269.5 hours
Millennium Park (A&W)	573.5 hours	82 hours	215 hours
Kenora Central Park	333.5 hours	6 hours	125 hours
Portage Bay (Keewatin)	420.5 hours	86 hours	100 hours
Co-Op Ball Diamonds (Jaffray Melick)	0 hours	44 hours	200 hours
Total	2351.83 hours	797.43 hours	909.5 hours

* The 2020 baseball season did not begin until July 20th. The Senior and Lake of the Woods Baseball League did not play this season

Special Events

Lake of the Woods Girls Hockey Tournament, January 3 – 5, 2020	Lake of the Woods Minor Hockey Novice Tournament, January 31 – February 2, 2020
Kenora AA Bantam Thistle Tournament, January 10 – 12, 2020	Lake of the Woods Minor Hockey PeeWee Tournament, February 7 – 9, 2020
Kenora Men's Hockey Tournament, January 24 – 26, 2020	Figure Skating Test Performance Day, February 15, 2020
Lake of the Woods Minor Hockey Atom Tournament, February 21 – 23, 2020	Ham N Egger Tournament – CANCELLED March 20 – 22, 2020
Kenora Skating Ice Show CANCELLED , April 3, 2020	North American First Nation Tournament – CANCELLED , April 9 – 12, 2020
Keewatin Skating Ice Show CANCELLED , April 5, 2020	Lake of the Woods District Hospital 3 – on – 3 Tournament CANCELLED , April 15 – 19, 2020
Benjamin Circus CANCELLED , April 29, 2020	Home & Leisure Show CANCELLED , April 30 – May 3, 2020
Dog Show CANCELLED , May 7 – 10, 2020	Lake of the Woods Vintage Sports Car Rendezvous – CANCELLED , July 10 – 12, 2020
Agricultural Fair – CANCELLED , July 28 – August 2, 2020	Winter Carnival, March 8, 2020

Partnered Events/Donations

Saint Thomas Aquinas Career Fair February 5, 2020	Kenora Youth & Wellness Hub
Triple PLAY – space for meetings	17 th Annual Festival of Trees – Donated 5 family visits
Kenora Emergency Medical Services Ice Fishing Derby – donated 5 adult visits	Kenora Safe Grad 2020 – donated Annual Membership

Programs / Activities

January Group Fitness Classes	A variety of 29 classes were offered Monday – Saturday from yoga, Tai-Chi, spin, Zumba, Essentrics, TRX and H.I.I.T 849 participants attended Pop Up Essentrics & Pilates
January Swim Registration	Sunday Red Cross Preschool – 26 enrolled Sunday Red Cross Swim Kids – 12 enrolled Tues/Thurs Red Cross Preschool – 18 enrolled Tues/Thurs Red Cross Swim Kids – 23 enrolled Junior Lifeguard Club – 6 enrolled Sensory Swim Lessons – 6 enrolled
January PD Day	\$3 Family Swim \$3 Public Swim
January Awesome Adventures Day Camp	16 participants enrolled
February Group Fitness Classes	A variety of 30 Group Fitness classes were offered Monday – Saturday from 50+, yoga, Essentrics, X-train, Bootcamps and spin. 714 participants attended Pop Up Essentrics & Pilates
February Swim Registration	Tues/Thurs Red Cross Preschool – 20 enrolled Tues/Thurs Red Cross Swim Kids – 29 enrolled Junior Lifeguard Club – 6 enrolled Swim & Play 3 – 12 months – 6 enrolled Swim & Play 12 – 24 months – 4 enrolled Swim & Play 24 – 36 months – 2 enrolled
Valentine’s Day Promotion	2-4-1 Sweetheart Deal
Family Day – February 17th	Open 6 am – 3 pm Family Group Fitness Classes \$3 Parent & Tot Skates \$3 Family Open Hockey \$3 Family Boga \$3 Family Swim Sponsored Swim & Skate from Royal LePage and Landry
March Group Fitness Classes	A variety of 30 Group Fitness classes were offered Monday – Saturday from 50+, yoga, Essentrics, X-train, Bootcamps and spin. 410 participants
March Break Activities	CANCELLED
March Break Day Camp	CANCELLED Monday: 12 enrolled Tuesday – 12 enrolled

	<p>Wednesday – 14 enrolled Thursday – 12 enrolled Friday – 12 enrolled</p>
April Group Fitness Zoom Classes	7 Free Zoom Classes Monday - Saturday
May Group Fitness Zoom Classes	7 Free Zoom Classes, Monday - Saturday
June Group Fitness Zoom Classes	7 Free Zoom Classes, Monday - Saturday
<p>Summer Awesome Adventures Day Camp</p> <p><i>Due to COVID; day camp was restricted to 8 participants to allow social distancing. July the restrictions were lessen to allow 14 participants.</i></p>	<p>July 6 – 10: 8 enrolled July 13 – 17: 8 enrolled July 20 – 24: 11 enrolled July 27 – 31: 11 enrolled August 4 – 7: 13 enrolled August 10 – 14: 13 enrolled August 17 – 21: 14 enrolled</p>
<p>August Group Fitness Zoom Classes</p> <p>Began August 24th – 31st</p>	<p>7 online free zoom classes</p> <p>A variety of 7 in person classes such as Total X-haust, yoga, Zumba and essentrics.</p> <p>18 participants attended</p>
<p>September Group Fitness Classes</p> <p>Only 9 participants per class</p>	<p>7 zoom classes</p> <p>A variety of 7 in person classes such as Total X-haust, yoga, Zumba and essentrics.</p> <p>126 participants attended</p>
September Swim Registration	<p>Tues/Thurs Red Cross Preschool – 15 enrolled Tues/Thurs Red Cross Swim Kids – 29 enrolled Saturday Red Cross Preschool – 16 enrolled Saturday Red Cross Swim Kids – 8 enrolled Sunday Red Cross Preschool – 20 enrolled Swim & Play 3 – 12 months – 3 enrolled Swim & Play 12 – 24 months – 6 enrolled.</p>
Advanced Swim Registration	<p>Lifesaving Society Bronze Medallion & Emergency First Aid – 6 enrolled Lifesaving Society Standard First Aid – 6 enrolled Lifesaving Society National Lifeguard – 7 enrolled Lifesaving Society Fitness Swimming – 1 enrolled</p>
October Group Fitness	<p>4 Zoom classes</p> <p>A variety of 14 In Person classes such as X-Train, empower, strong and body pump.</p> <p>248 participants attended</p>
October Swim Registration	<p>Tues/Thurs Red Cross Preschool – 10 enrolled Tues/Thurs Red Cross Swim Kids – 21 enrolled</p>

	Swim & Play 3 – 12 months – 6 enrolled Swim & Play 12 – 24 months – 2 enrolled Swim & Play 24 – 36 months – 1 enrolled Sensory Swim Lessons – 2 enrolled
November Group Fitness	2 zoom classes A variety of 19 in person classes such as spin, essentrics, yoga and Groove 320 participants attended
December Group Fitness Classes	A variety of 19 in person classes with new Sunday evening class of Rhythm and Ride; 256 participants attended. 2zoom Classes
School Board Swim Lessons: January – March	210 Swimmers

* School board lessons were down due to the rolling strikes by the various teachers unions. Several Schools did not participate in any swimming lessons in the 2019 – 2020 School Year

Staff Training

High Five: Principles of Healthy Child Development	Attended: Chloe, Anwyn, Everett, Kate and Raya
High Five: Quest 2	Attended: Jenn, Meghan, Darby, Cassandra, Mica, Caelyn, Erica
Lifesaving Society Instructor	Attended: Cassandra, Mica, Caelyn, Erica and Amelia
New Pool Attendant Hired	Lauren Lucas
Lifesaving Society National Lifeguard Recertification	Attended: Casey Pyykka, Crystal Stokes, Meghan O’Hara, Megan Hall, Cassandra Moncrief, Mica Wells
PT Union Desk Attendants Hired	Kim Mahon Mallory McConnomy
Student Desk Attendants Hired	Ethan Belrose, Amelie Graham, Spencer Sundin, Kierra Bazelo, Lacy Livingstone
PT Union Maintenance Operator	Chris Belair
Supervisory Training	Attended: Casey Pyykka, Aaron Eisler and Josh Nelson
Health and Safety Refresher Training	All Staff

Facility Updates

During 2020 the maintenance team kept our facility in good condition and completed repairs such as:

2 -1 The City will ensure 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 – 9 The City will support continuous improvements to recreation and leisure amenities, particularly those that support the quality of life.

2 -11 The City will lead and promote environmental sustainability through conservation, smart building design and, where feasible, retro-fit practices for city – owned facilities.

This year was challenging with the shutdown of the facility on March 16, 2020. Maintenance operators continued to maintain both the Kenora Recreation Centre and Keewatin Memorial Arena. Daily inspections were done on both buildings. Due to this shutdown, ice was removed from both Arena's at an earlier date and the Keewatin Memorial Arena was turned into a COVID emergency shelter. With this, there was no summer ice in either arena. In order to reduce operating costs, we isolated and turned off operating systems such as, boilers, heater, pumps and cooling systems. Projects that were completed during this time were:

- Painted all railings and walls in the Thistle Arena
- Painted railings and walls in the Wellness side of the building
- Fitness room new floors were installed
- Extensive cleaning of the Fitness Centre
- Extensive maintenance to all gym equipment and Aerobics equipment
- Waxed upper and lower hallways
- Changed all LED lighting to outside to both the Kenora Recreation Centre and Keewatin Memorial Arena
- New LED lighting installed in the small Kenora Recreation Centre baseball diamond
- Installed new camera's to upper hallway and fitness centre
- Two new cooling units installed in Wellness Centre
- Ice made in the Thistle Arena in September
- Ice made in the Keewatin Memorial Arena in October
- New buzzer system installed by keystone to the café doors.

The Aquatic Centre's pools were drained near the end of April due to staff lay off. During this period maintenance work was done to the aquatic centre:

- Leisure pool was grinded and new coat of paint was put on
- Old grout from Tot pool was removed and replaced with new epoxy grout
- The beams and waterslide had rust that was grinded off and added rust proofing and a coat of paint

Due to COVID maintenance operators had all training put on hold till 2021.



March 10, 2021

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

Agenda Item Title: Safe Restart Agreement – Public Transit Funding Stream Phase 2

Background Information:

In August 2020 the Provincial Government announced funding for municipal transit systems under the federal-provincial Safe Restart Agreement to assist with COVID related financial pressures. The City of Kenora received \$47,623 under Phase 1 of this stream for the period April 1 to September 30, 2020.

Kenora was also allocated \$69,566 under Phase 2 of the same program for expenditures from October 1, 2020 to March 31, 2021. As a result, 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 the Safe Restart Agreement – Public Transit Funding Stream Phase 2. The agreement is now ready for execution by by-law. The Agreement is for the transfer of funds, up to a maximum amount of \$69,566.

Phase 3 was announced in March 2021. The City's allocation is \$33,570. This funding is directed towards initiatives that support regional fare and service integration, on-demand microtransit studies and pilot initiatives and expenses to support transformation of transit between neighbouring municipal governments to be shared 50/50 with municipalities.

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 the Safe Restart Agreement – Public Transit Funding Stream Phase 2 in the amount of \$69,566; and further

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

Budget: \$69,566

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

March 1, 2021



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

Agenda Item Title:

Receipt and Approval of Various Committee Minutes

Background Information:

This static monthly report is for the purpose of Council approving and/or receiving various Committee Minutes. Those being approved are the Committees of Council which Council should be approving the actions of those Committees and does so in the form of a by-law under the Confirmatory By-law.

The Minutes being received are typically from local Boards or Corporations for information only (and cannot be 'approved' by Council).

The various Minutes will appear under separate cover as an attachment on SharePoint to this report.

Resolution for Council:

That Council hereby adopts the following Minutes from various City of Kenora Committees:

- January 28, 2021 – The Muse

That Council hereby receives the following Minutes from other various Committees:

- October 29, 2020 & December 3, 2020 - District of Kenora Home for the Aged Board of Management
- January 28, 2021 - Kenora Police Services Board
- Kenora Handi Transit – February 10, 2021; and further

That these Minutes be circulated and ordered filed.

Briefing By: Kelly Galbraith, Deputy Clerk

Bylaw Required: No



March 1, 2021

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

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

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.

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

Resolution for Council:

That Council of the City of Kenora hereby accepts the January 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

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: Stace Gander, Acting Operations & Infrastructure Manager/ Community Services Manager

Bylaw Required: No

CITY OF KENORA

Monthly Summary Report Water & Wastewater Systems

January 2021

Prepared by: Mike Derouard, 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 January 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 for a total of eight (8) samples are taken on a weekly basis.

Sampling was conducted on the following dates:

- January 4
- January 11
- January 18
- January 25

All samples tested were within the allowable parameters.

2.3 Maintenance

- Replaced solenoid assembly on southeast extractor.
- Cleaned fluoride reservoir and replaced float valve/feeder belt.
- Disassembled and cleaned alum flow meter.
- Cleaned caustic soda day tank.
- Greased pumps and motors.
- Replaced motor #1 on air compressor.

2.4 Training

- No training took place in January.

2.5 Water Quality Complaints

- There were no water quality complaints in January.

2.6 Other Information

- Distribution chlorine residuals were collected on a weekly basis.
- Annual and quarterly samples were collected for O. Reg. 170/03.
- AutomationNow on-site commissioning VFD's at Norman and Brinkman boosters.

3.0 Water Distribution System and Wastewater Collection System

3.1 Maintenance

3.1.1. Water Distribution

- Dug and repaired water service at 120 3rd Street North.
- Dug and repaired 150mm water main at 530 6th Avenue South.
- Dug and repaired water service at 133 Main Street Rideout.
- Dug and replaced hydrant at 604 13th Avenue North.
- Dug and removed main valve at 702 13th Avenue North.
- Hydrant maintenance completed.
- Flushed dead-end mains.
- 2 water turn offs for winter.
- 3 water turn offs for repair.

3.1.2. Wastewater Collection

- No digs to report.
- No house calls for rodding.
- 4 grinder pump calls.
- Maintenance flushing of sewer mains.
- Sewer lift station maintenance.

3.1.3. Water Thaws:

	January 2020	January 2021
City	2	0
Private	0	0

3.2 Training

- No training took place in January.

3.3 Water Quality Complaints

- No water quality complaints.

3.4 Boil Water Advisory(s) – 2021

- None.

3.5 Other Information

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

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 January 12, 2021 as per the Certificate of Approval’s (COA’s) monitoring and recording requirements are:
- a. Raw Sewage – Total BOD₅ (biological oxygen demand): 170[mg/L]
 - b. Final Treatment Effluent – Total CBOD₅ (carbonaceous biological oxygen demand): 5.3 [mg/L] – limit is 25 [mg/L].
 - c. Raw Sewage – Total Suspended Solids: 196 [mg/L].
 - d. Final Treated Effluent – Total Suspended Solids: 10.30 [mg/L] – limit is 25 [mg/L].
- 4.2.2. **Weekly** – Laboratory Results on the weekly samples of final treated effluent sent on January 5, 12, 19, 26 for E. Coli are:
- a. Geometric Means of the samples in January was 11.28 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 11.28 organisms/100 mL, which is within the COA’s limit of 200 organisms/100 mL. Plant final effluent CBOD was 5.3 p.p.m., and final effluent T.S.S. was 10.30 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 Electrician replaced two light ballasts in the 500 building.
- 4.3.3 Greased upper bearing for the North screw pump in the 200 building.
- 4.3.4 Northwestern Door replaced a roller on the garage door in the 700 building.
- 4.3.5 Mechanic replaced pneumatic exhaust muffler and set 4 way valve on the South sludge dewatering press in the 700 building.

4.4 Training

- No training took place in January.

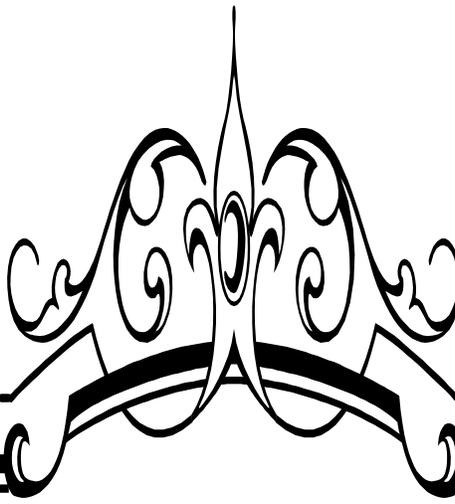
4.5 Other Information

- 4.5.1 Health and Safety inspection was conducted on January 12, 2021.

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



PROCLAMATION

By Virtue of Authority

Vested in me

I hereby proclaim

April 2, 2021

As Autism Awareness Day in and for the City of Kenora
and request its observance as such by our citizens.

Proclaimed at the City of Kenora this 16th Day of

March, 2021



His Worship Mayor Daniel Reynard

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



Green Shirt Day **April 7, 2021**

Whereas in April 2018, Canadians rallied together in support of the victims, survivors and families of the tragic Humboldt Broncos bus crash that took place in Saskatchewan. Many Canadians, including residents of Kenora, took part by placing hockey sticks in front of their homes and businesses and wearing their jerseys; and

Whereas weeks before Logan Boulet was fatally injured in the Broncos bus crash, he had registered his decision to be an organ donor and discussed his wishes with friends and family. The 21-year old defenseman helped six lives live on through his generous gifts. In the weeks that followed, Logan's story inspired almost 150,000 Canadians to become registered organ donors; and

Whereas in 2019, the family of Logan Boulet held the first annual national Green Shirt Day in honour of their son Logan and the Bronco family. They aimed to increase awareness about the importance of organ donation and honour Logan's precious gift. This highly impactful annual campaign is known as Green Shirt Day and takes place on April 7; and

Whereas known as the "Logan Boulet Effect", Logan's legacy reminds us how important it is for Canadians to talk with their family about their organ donation wishes.

Therefore Be It Resolved That I, Mayor Daniel Reynard, do hereby proclaim April 7, 2021 to be **Green Shirt Day** in the City of Kenora.

Proclaimed at the City of Kenora this 16th day of March, 2021

A handwritten signature in black ink, appearing to read "Daniel Reynard".

Mayor Daniel Reynard

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



Waterpower Day **June 20, 2021**

Whereas the Ontario Waterpower Association was founded in 2001 to represent the common and collective interests of the province's original green energy sector— waterpower; and

Whereas the City of Kenora and surrounding areas have benefited from more than a century of affordable, reliable and sustainable waterpower; and

Whereas waterpower is the original community power— embedded in dozens of villages, towns, Indigenous communities and cities across Ontario; and

Whereas community waterpower projects create social, political, environmental, economic and technological benefits;

Therefore Be It Resolved That I, Mayor Daniel Reynard, do hereby proclaim June 20, 2021 to be **Waterpower Day** in the City of Kenora.

Proclaimed at the City of Kenora this 16th day of March, 2021

A handwritten signature in black ink, appearing to read "Daniel Reynard", written in a cursive style.

Mayor Daniel Reynard