

## AGENDA

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

Tuesday, September 21, 2021  
12:00 p.m.

#### City Hall Council Chambers – Council Only

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

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

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#### 1. Call to Order

#### 2. Blessing and Land Acknowledgment – Councillor Goss

#### 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:

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

#### 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 – August 24, 2021
- Special Council – August 31, 2021

#### 6. Presentations/Deputations

Approximately five (5) minutes per person/group.

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

#### 8. Appointments

- None

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

### **9.1 Corporate Services & Finance**

- July 2021 Financial Statements
- IT Services Contract Renewal
- Noise Bylaw
- National Day of Truth & Reconciliation – September 30

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

- No Reports

### **9.3 Engineering & Infrastructure**

- Engineering & Infrastructure Q3 Report

### **9.4 Community Services**

- Kenora Recreation Centre Concession Contract
- Community Services Q3 Report

### **9.5 Development Services**

- Application to the Rural Economic Development (RED) Program
- Application to the Rural Transit Solutions Fund
- Request for Closure of Roads & Declaration of Surplus Land-Property locally known as the "Evergreen" site
- Zoning Bylaw Amendment - D14-21-07 - 661 Ninth Street North

## **10. Housekeeping Resolutions**

- Deputy Division Registrar Appointment
- FedNor Amending Agreement – Strategic Plan
- FoodCycler Program Agreement
- Agreement with Moncrief Construction- Kenora Area Landfill Perimeter Road Construction
- NOHFC Youth Intern Funding Agreement – NWBC
- NOHFC Youth Intern Funding Agreement – Ec Dev
- Provincial Offences Write-Offs
- Various Committee Minutes
- Water & Wastewater Systems Monthly Summary – July 2021
- Correction to Official Plan Amendment By-law No. 33-2021

## **11. Tenders**

- None

## **12. By-laws**

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

- Confirmatory
- Agreement with Boreal Datacom - IT services contract renewal
- Noise Bylaw

- Agreement with Chad Gropp - Kenora Recreation Centre Concession Contract Extension
- Closure of Roads & Declaration of Surplus Land- locally known as the "Evergreen" site
- Agreement of Purchase and Sale-5901058 Manitoba Ltd-Evergreen Site
- Zoning Bylaw Amendment - D14-21-07 - 661 Ninth Street North
- Deputy Division Registrar Appointment – Leah Bailey
- FedNor Amending Agreement – Strategic Plan
- Agreement with Food Cycle Science Corp-FoodCycler Program
- Agreement with Moncrief Construction- Kenora Area Landfill Perimeter Road Construction
- NOHFC Youth Intern Funding Agreement – NWBC
- NOHFC Youth Intern Funding Agreement – Economic Development

### 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)
- ii) Labour Relations (3 matters-negotiations, contracts, recruitment & retention)

### 17. Adjourn Meeting

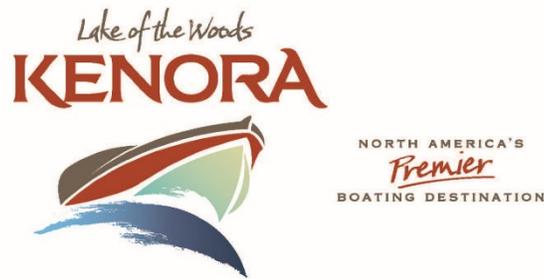
#### **Information on Voting by Mayor & Council under The Municipal Act, 2001**

**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**.



Housekeeping Reports  
NOT attached to  
Committee of the  
Whole Agenda



September 2, 2021

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

**Agenda Item Title:** Appointment of Deputy Division Registrar

**Background Information:**

By virtue of the office of the Clerk, the Vital Statistics Act automatically appoints me as the Division Registrar to issue marriage, birth and death records on behalf of the Corporation.

Under Section 38 of the Act, Deputy Division Registrars may be appointed by the Registrar General for the same purpose and it is necessary to make amendments to these appointments.

The bylaw will also cover the same appointments as Lottery Licensing Officers for the City.

**Resolution for Council:**

That Council gives three readings to a bylaw to appoint Leah Bailey as a Deputy Division Registrar and Lottery Licensing Officer for the City of Kenora; and further

That Hannah Love hereby repealed as Deputy Division Registrars for the City of Kenora.

**Briefing By:** Heather Kasprick, Director of Corporate Services/City Clerk

**Bylaw Required:** Yes



September 7, 2021

## **Housekeeping Council Briefing**

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

**Agenda Item Title:** Comprehensive Strategic Plan Funding Amendment

**Background Information:**

An agreement was reached between the Corporation of the City of Kenora and FedNor for the provision of a Strategic Planning Process in February 2021. The team has experienced delays in engagement and consultation due to COVID and other factors and therefore have requested an extension of project completion from FedNor. This request has been granted and the deadline of August 31, 2021 has now been extended to January 31, 2022.

The amending agreement is now ready for execution by bylaw.

**Resolution for Council:**

That three readings be given to a bylaw to execute an amending agreement between the Corporation of the City of Kenora and FedNor for the provision of the strategic planning process; and further

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

**Budget:** there is no budget impact to this report

**Risk Analysis:** there is a high risk of not extending this deadline as the project would not meet the deadline reporting requirements of the funding.

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

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

**Briefing By:** Heather Pihulak, Director of Corporate Services/City Clerk

**Bylaw Required:** Yes



September 3, 2021

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

**Agenda Item Title:** Agreement with Food Cycle Science Corporation for Food Waste Diversion Pilot Project – Impact Canada Food Waste Reduction Challenge.

**Background Information:**

An agreement was reached between the Corporation of the City of Kenora and Food Cycle Science Corporation for the municipal subsidized purchase of 250 FoodCycler Units in order to implement a food waste diversion pilot project with Food Cycle Science Corporation.

**Resolution for Council:**

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and Food Cycle Science Corporation for the municipal subsidized purchase of 250 FoodCycler Units in order to implement a food waste diversion pilot project with Food Cycle Science Corporation; and further

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

**Budget:**

As per the agreement, the total invoice amount to the City of Kenora is \$66,500 plus applicable HST. However, if all 250 units are sold through the pilot project, the net cost to the municipality is \$32,770 (incl. HST).

**Risk Analysis:**

This report is administrative in nature. Council approved a budget amendment to support this project and purchase of the units at the August 24, 2021 Council meeting.

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

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

**Briefing By:** Kylie Hissa, Strategic Initiatives Officer  
**Bylaw Required:** Yes



September 1, 2021

## Housekeeping Council Briefing

(Direct to Council – does not appear at COW)

**Agenda Item Title:** Contract Execution 2021 Kenora Area Landfill Perimeter Road Construction

**Background Information:**

City Council has accepted the low bid from Moncrief Construction Ltd. to perform the 2021 Kenora Area Landfill Phase 1 Perimeter Road Construction works. It is now in order for the City to enter into an agreement with Moncrief Construction Ltd. to perform the works.

A copy of the agreement document is available via the Clerk's office.

**Resolution for Council:**

That Council accepted the bid of Moncrief Construction Ltd. at a special meeting of Council on August 31, 2021 related to the 2021 Kenora Area Landfill perimeter Road Phase One Construction works; and further

That Council authorizes the Mayor and Clerk to execute an agreement between the Corporation of the City of Kenora and Moncrief Construction Ltd.; and further

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

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

**Bylaw Required:** Yes



September 3, 2021

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

### Agenda Item Title:

Northern Ontario Heritage Fund Corporation (NOHFC) – Northern Ontario Internship Program Funding Agreement

### Background Information:

The City of Kenora received funding support from NOHFC to retain the current Economic Development Intern for a second 12-month period.

An agreement was reached between the Corporation of the City of Kenora and the Northern Ontario Heritage Fund Corporation for the engagement of an Economic Development Intern for the term of August 4, 2021 to August 3, 2022 in the amount of \$31,500. 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 Northern Ontario Heritage Fund Corporation for the engagement of an Economic Development Intern, and further;

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

**Budget:** The City of Kenora contribution is included in the operating budget. Total project assistance is estimated at 71.37 percent of eligible costs. The City of Kenora has been required to provide a professional development opportunity through the Economic Developers Association of Canada to the intern in order to be eligible to receive this second year of funding support. Total cost of the training over two years is \$2900 + HST.

**Risk Analysis:** There is low financial risk in pursuing this opportunity.

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

### Strategic Plan or Other Guiding Document:

3-1 The City will review and implement as appropriate the recommendations as contained within the City's organizational review and as approved by Council.

**Briefing By:** Megan Dokuchie, Economic Development Officer

**Bylaw Required:** Yes



September 7, 2021

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

### Agenda Item Title:

Northern Ontario Heritage Fund Corporation (NOHFC) – Northern Ontario Internship Program Funding Agreement

### Background Information:

The City of Kenora received funding support from NOHFC to retain the current Northwest Business Centre's Program Coordinator Intern for a second 12-month period.

An agreement was reached between the Corporation of the City of Kenora and the Northern Ontario Heritage Fund Corporation for the engagement of a Program Coordinator Intern for the term of August 17, 2021 to August 19, 2022 in the amount of \$31,500. 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 Northern Ontario Heritage Fund Corporation for the engagement of a Program Coordinator Intern, and further;

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

**Budget:** The salary top-up for this position is built into the Starter Company budget, completely funded by the Ministry of Economic Development, Job Creation and Trade (MEDJCT). When or if the Starter Company Plus program ends, the remaining funding will be built into the Northwest Business Centre's operating budget, funded through the Ministry of Energy, Northern Development and Mines. The City of Kenora has been required to provide a professional development opportunity through the Economic Developers Association of Canada to the intern in order to be eligible to receive this second year of funding support. Total cost of the training over two years is \$2900 + HST and is covered by MEDJCT funds.

**Risk Analysis:** There is low financial risk in pursuing this opportunity.

**Communication Plan/Notice By-law Requirements:** By-law 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 Northwest Business Centre

**Bylaw Required:** Yes



September 2, 2021

## Housekeeping Council Briefing

(direct to Council – does not appear at COW)

**Agenda Item Title:** 2021 POA Write Offs

### **Background Information:**

The transfer of Provincial Offences administration took place in 2000 with the functions of court administration and court support functions for the proceedings of Part I, II and III matters of the Provincial Offences Act. The City of Kenora entered into an Inter-municipal Service Agreement with the Municipal Partner areas of Red Lake and Sioux Narrows/Nestor Falls to administer the court services for their municipalities along with Kenora. Under our Memorandum of Understanding (MOU), the Ministry of the Attorney General mandates that we create an annual write off listing and keep our accounts receivable current.

Although these accounts will be purged, a database is maintained with the listing of all of the outstanding accounts in the event that we are successful in retaining payment on any of these written off fines. We no longer write off Ontario drivers who have been suspended, these outstanding receivables from Highway Traffic Act fines now stay on suspended driver's records. For the most part the purged accounts include unpaid Liquor Licence Act fines and those of deceased persons.

Please be assured that a complete list of all write-offs are being maintained and will continue to be pursued in our collections processes, which includes working with collection agencies to locate these defendants.

### **Resolution for Council:**

That Council of the City of Kenora hereby approves the write off receivables list from the Provincial Offences department for the period of January 1, 2014 to December 31, 2014 in the amount of \$63,375.89.

**Budget:** N/A

**Risk Analysis:** As per the requirements in the City's ERM Policy, there is low governance risk and this would be managed by routine procedures. This is an administrative housekeeping report as POA write offs are authorized by the Ministry of the Attorney general under the MOU.

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

**Strategic Plan or Other Guiding Document:** The City will continue to build and strengthen our working relations

**Briefing By:** Heather Lajeunesse, Enforcement Services Manager

**Bylaw Required:** No

September 7, 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:

- N/A

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

- June 28, 2021 – Northwestern Health Unit
- March 25, 2021 and June 3, 2021 – District of Kenora Home for the Aged Board of Management; and further

That these Minutes be circulated and ordered filed.

**Briefing By:** Kelly Galbraith, Deputy Clerk

**Bylaw Required:** No



September 1, 2021

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

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

**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 July.

**Resolution for Council:**

That Council of the City of Kenora hereby accepts the July 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. Kevin Gannon, Mike Emms, 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:**

Kevin Gannon, Director of Engineering & Infrastructure Services

**Bylaw Required:** No

**CITY OF KENORA**

# Monthly Summary Report Water & Wastewater Systems

July 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 July 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:

- July 5
- July 12
- July 19
- July 26

All samples tested were within the allowable parameters.

### 2.3 Maintenance

- Drained and cleaned east clarifier.
- Repaired tranquilizer boards in east clarifier.
- Replaced faulty colorimeter in trim chlorine analyzer.
- Assisted installation of wireless communication equipment at standpipes.
- Cleaned alum flowmeter.

### 2.4 Training

- No training took place in July

### 2.5 Water Quality Complaints

- There were no water quality complaints in July.

### 2.6 Other Information

- Distribution chlorine residuals were collected on a weekly basis.

- Superchlorination and bacteriological tests were conducted for downtown construction projects.
- Quarterly samples were collected as required by O. Reg.170/03.
- NDMA sample was collected as required by MDWL.
- Distribution lead samples were collected as required by O.Reg.170/03.
- Microcystin samples were collected weekly as required by Algal Bloom Monitoring Plan.

### 3.0 Water Distribution System and Wastewater Collection System

#### 3.1 Maintenance

##### 3.1.1. Water Distribution

- Dug service leak at Garrow Beach
- Five (5) water turn offs for repair.
- Four (4) water turn on for season.
- Two (2) water turn on for new construction.
- Various leaks on Coney Island summer service.
- Valve turning for Titan Construction project.
- Landscaping of dig areas.

##### 3.1.2. Wastewater Collection

- Eight (8) house calls for sewer rodding on home owner side (City charges).
- Two (2) house calls for sewer rodding city side (free to customer).
- Six (6) grinder pump calls.
- One (1) grinder pump call on Coney Island.
- Four (4) grinder pump replacements.
- Maintenance on flushing of sewer mains.
- Cleaning of storm catch basins.
- Sewer lift station maintenance.
- Cleaning of McLeod Park holding tank.

##### 3.1.3. Water Thaws:

	July 2020	July 2021
City	0	0
Private	0	0

#### 3.2 Training

- No training took place in July.

#### 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 with bridge work.
- Assisted Roads with storm sewer flushing.

## **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 July 15, 2021 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): 135[mg/L]
- b. Final Treatment Effluent – Total CBOD<sub>5</sub> (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 July 1, 8, 15, 22, 29 for E. Coli are:

- a. Geometric Means of the samples in July 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 July

#### **4.5 Other Information**

4.5.1 Health and Safety inspection was conducted on July 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: 122.0
  - Maintenance, troubleshooting and repairs.
  - ESA deficiencies rectified.
  - Security lighting added at Fellowship Centre Pumping Station.

#### **5.2 Wastewater Treatment Plant**

- Total hours: 26.5
  - Plant electrical maintenance/repairs.
  - Troubleshooting of SCADA system and alarms.
  - Replaced transformer in MCC.

### **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 Water Treatment Plant**

- Total hours: 21.0
  - Plant electrical maintenance/repairs.
  - Roof exhaust fan hook up/repairs.

### **5.5 Booster/Water Dispenser Stations/Waterworks**

- Total hours: 3.0
  - Maintenance/repairs on water dispensing units at Evergreen and Rabbit Lake.
  - ESA deficiencies rectified.

### **5.6 Operations Building**

- Total hours: 2.0
  - Electrical maintenance and repairs.
  - ESA deficiencies rectified.

### **5.7 Waste Transfer Facility**

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

### **5.8 Facilities**

- Total hours: 28.0
  - Electrical maintenance at City Hall, Kenora and Keewatin Recreation Centers, libraries and Arts Centre.
  - Parkade repairs on lights and overhead doors.
  - ESA deficiencies rectified.

### **5.9 Parks and Cemetery**

- Total hours: 44.0
  - Installation of underground electrical support for Pop Up Patio on Main Street South.

- Installation of electricity for water fountain and bottle filling dispensers.
- Discovery Centre lights and outside receptacles.
- ESA deficiencies rectified.

## **6.0 Traffic Signals and Streetlights**

- Total hours: 2.0
  - Electrical maintenance and repairs.

## **6.1 Locates**

- Total hours: 54.0
  - Located and marked City underground electrical infrastructure.

## **6.2 Grinder Pumps**

- Total hours: 10.0
  - Wiring and initial setup of new pumps and floats.
  - Maintenance and repairs at some of the 300+ grinder pumps in use throughout the City.

**Schedule "A"**

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

<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		198250	190901	213429	191228	204878	208322	232933						1439941
Maximum Daily Influent Flow	m <sup>3</sup> /day		7655	7519	8032	7266	7829	8935	10031						57267
Minimum Daily Influent Flow	m <sup>3</sup> /day		4988	6038	6044	5612	5664	5685	5800						39831
Average Daily Influent Flow	m <sup>3</sup> /day		6365	6818	6885	6374	6609	6944	7514						47509
Maximum Daily Instantaneous Influent Flow	m <sup>3</sup> /day		16920	21216	16800	17229	17329	17203	22731						129428
<u>Effluent Flow</u>															
Total Effluent Flow	m <sup>3</sup> /month		181380	175252	194987	173789	185878	190345	210902						1312533
Maximum Daily Effluent Flow	m <sup>3</sup> /day		6874	7044	7302	6693	7269	8246	9547						52975
Minimum Daily Effluent Flow	m <sup>3</sup> /day		4710	5452	5434	5126	5125	5088	4956						35891
Average Daily Effluent Flow	m <sup>3</sup> /day		5851	6259	6290	5793	5996	6345	6803						43337
Plant Meter Reading	m <sup>3</sup> /month		3438	3197	3410	3118	3472	3434	3656						
Compensated Total Effluent Flow	m <sup>3</sup> /month		177942	172055	191577	170671	182406	186911	207246						1288808
<b>Samples</b>															
<u>Weekly Bacteriological</u>															
Number of Raw Samples Taken			4	4	5	4	5	4	4						30
Number of Treated Samples Taken			4	4	5	4	5	4	4						30
Number of Distribution Samples Taken			24	24	30	24	30	24	24						180
<u>Boil Water Advisory Bacteriological</u>															
Number Taken			2	0	0	0	12	10	12						36
Adverse Water Quality Incidents			0	0	0	1	0	1	0						2
WTP Callouts			7	4	3	9	13	9	6						51
Water Thaws	City		0	20	3	0	0	0	0						23
	Private		0	15	3	0	0	0	0						18
	Total		0	35	6	0	0	0	0						41



## Schedule "B"

### Wastewater Systems Flow & Operating Data Monthly Summary Report - 2021

<b>Wastewater Plant Flows</b>		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.	157,559	148,065	184,634	198,772	200,170	177,564	174,863						1,241,627
Maximum Daily Influent Flow	m <sup>3</sup> /day	5,524	6,030	6,791	9,317	7,285	7,203	7,184						49,334
Minimum Daily Influent Flow	m <sup>3</sup> /day	4,681	4,869	5,376	5,224	5,917	5,112	4,994						36,173
Average Daily Influent Flow	m <sup>3</sup> /day	5,083	5,288	5,955	6,626	6,457	5,919	5,641						40,969
<u>Effluent Flow</u>														
Total Effluent Flow	m <sup>3</sup> /mon.	156,936	146,572	181,732	191,799	190,643	173,172	176,024						1,216,878
Average Daily Flow	m <sup>3</sup> /day	5,062	5,235	5,862	6,393	6,150	5,772	5,678						40,152
<u>Samples</u>														
<u>Weekly Bacteriological --ALS Labs</u>														
Number of Raw Samples Taken		1	1	1	1	1	1	1						7
Number of Treated Samples Taken		4	4	5	4	4	5	4						30
Geometric Means (Bacti Samples)		11.28	11.89	10	10	10	10	10						73.17
Sludge Hauled to Landfill	m <sup>3</sup> /mon	273.6	239.4	251	285	171	205.2	250.8						1676
<u>Callouts</u>														
		0	1	3	2	2	2	8						18





September 15, 2021

## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Kevan Sumner, City Planner**

**Re: Correction to Official Plan Amendment By-law No. 33-2021**

### **Recommendation:**

Whereas the City of Kenora passed By-law 33-2021 to adopt Amendment 21-01 to the City of Kenora Official Plan and By-law 34-2021 to Amend the City of Kenora Zoning By-law on March 24, 2021; and

Whereas the purpose of the amendments was to redesignate and rezone a portion of City-owned lands at 700 1<sup>st</sup> Avenue, Kenora, currently known as Central Park, the effect of the amendments being to permit a portion of Central Park to be redesignated as "Established Area" which will thereby permit residential development on the indicated lands; and

Whereas By-law 33-2021 and By-law 34-2021 have been appealed to the Ontario Land Tribunal (OLT File No. PL210243); and

Whereas a Case Management Conference for OLT File No. PL210243 has been scheduled for 10:00 am (EST) on Thursday, October 7, 2021; and

Whereas there was an administrative error in By-law 33-2021 in that "Part B – The Amendment", which had been reviewed by Council and clearly stated Council's intent to redesignate the lands, was inadvertently removed from the By-law prior to its enactment; and

Whereas other minor typographical errors in By-law 33-2021 require correction;

Therefore Be It Resolved That Council directs its planning staff to ask the Ontario Land Tribunal to amend By-law 33-2021 to include "Part B – The Amendment", and to correct the other minor typographical errors as indicated in the Draft By-law that follows as Schedule "A" to this Resolution.

### **Background:**

On March 16<sup>th</sup>, 2021, Council passed by-law No. 33-2021, which approved an amendment to the Official Plan designating the western half of Central Park as Established Area, to enable a concurrent application to re-zone the property for future residential development. The official version of the by-law was missing one page and contained two typographic errors referencing the amendment as "No. 19-03" rather than "No. 21-01".

By-law No. 33-2021 was appealed to the Ontario Land Tribunal. As staff prepare for an upcoming Case Management Conference with the Tribunal, is is the recommendation of

legal counsel that Council pass a resolution request that the Tribunal correct the administrative errors in the original by-law. If Council approves of this recommendation, staff will bring the resolution to the Case Management Conference with the request that the original by-law be approved as originally intended, with the amendments.

**Budget:**

There are no budget implications associated with this recommendation. It is anticipated that the cost of defending the by-law at the Tribunal and other costs associated with readying the property for sale will be recouped from the future sale of the property.

**Risk Analysis:**

The outcome of the appeal to the Ontario Land Tribunal is unpredictable.

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

Director of Development Services, Municipal Solicitor

**Strategic Plan or other Guiding Document:**

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