



# **AGENDA**

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

**Monday, January 30, 2023  
8:30 a.m.**

**City Hall Council Chambers**

**Live Stream Access: <https://kenora.civicweb.net/Portal/>**

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### **1. Call to Order**

### **2. Blessing & Land Acknowledgement – Councillor Manson**

### **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:

### **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. Presentations/Deputations**

Approximately five (5) minutes per person/group.

### **6. Special Items**

- Drinking Water Quality Management Mandatory Reporting

### **7. By-laws**

- Council will give three readings to the following by-laws:-
- None

### **8. Announcements (non-action)**

### **9. Adjourn Meeting**



**January 26, 2023**

## **City Council Committee Report**

**TO: Kyle Attanasio, CAO**

**FR: Marco Vogrig, Acting Director of Engineering and Infrastructure Services**

**RE: DWQMS Element 14 – Review and Provision of Infrastructure Information Report to Council**

### **Recommendation:**

Whereas Element 14 Review and Provision of Infrastructure of the Drinking Water Quality Management Standard (DWQMS) requires that an Infrastructure Review Report be presented to Council, as owners of the Drinking Water System, for consideration during budget deliberations.

And whereas matters of this report are included in the proposed 2023 Operating and Capital Budgets to be considered by Council as part of the 2023 Budget deliberations.

And that this report hereby be received by Council.

### **Background:**

Element 14 – Review and Provision of Infrastructure of the City’s DWQMS Plan requires an annual review of the municipal drinking water system infrastructure to ensue that the associated infrastructure is adequately funded and maintained to provide safe drinking water.

The review was conducted on January 19, 2023 by the General Manager of Engineering that included the Manager of Sewer and Water, the Water Treatment Plant Chief Operator along with other Engineering and Sewer and Water staff members.

The findings of the review as per the requirements of Element 14 are to be reported to Council. The outcome of the review related to operating and capital projects being recommended for budget deliberations are indentified in the attached table. In addition, these projects have been included in the proposed 2023 - 2027 capital budget and the 2023 – 2025 operating budget for Council’s consideration.

Also included in the attachments are the minutes of the infrastructure review meeting conducted on January 19, 2023 along with Element 14 for reference.

**Budget:**

For Council information purposes related to 2023 budget deliberations

**Risk Analysis:** There is a critical, positive risk associated with ensuring the annual review of the drinking water system is conducted as required per Element 14 of the DWQMS Plan, that is to be reported to Council, to ensure a safe drinking water system that operates efficiently.

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

Director of Engineering and Infrastructure Services, QMS Representative

**Strategic Plan or other Guiding Document:**

City DWQMS Plan

## **Element 14 – Review and Provision of Infrastructure**

An infrastructure review ensures the periodic evaluation of the condition and capacity of the City of Kenora’s drinking water system’s infrastructure components. The results of the review are to be used in consideration to prioritize future resource allocation.

### **The Infrastructure Review Procedure**

#### **1. Procedure Description**

This procedure defines the process used by the City of Kenora to review the adequacy of the infrastructure and resources necessary to operate and maintain the drinking water system safely and effectively.

#### **2. Meetings and Meeting Records**

**2.1.** At least once per year, the General Manager of Utilities and the General Manager of Engineering will meet to conduct an infrastructure review.

**2.2.** Minutes or a summary of the meeting(s) and records of attendance will be documented and distributed to the DWQMS Representative, Director of Engineering & Infrastructure Services and all those attending the meeting within 30 calendar days of the conclusion of the meeting(s).

#### **3. Infrastructure Review Procedure**

**3.1.** The General Manager of Utilities and General Manager of Engineering will consider:

**3.1.1.** The outcomes of the risk assessment documented under Element 8 and ensure that the adequacy of the infrastructure necessary to operate and maintain the City of Kenora’s municipal drinking water and distribution system is reviewed.

**3.1.2.** New infrastructure required in the upcoming year (due to regulations, growth, or unforeseen circumstances).

**3.1.3.** Recommended infrastructure maintenance, rehabilitation, replacement or renewal for the upcoming fiscal year and looking forward five years.

**3.1.4.** Other items that may be received to determine priority and needs:

- Input from Operating Staff.

- Future Infrastructure projects.
- MECP Compliance Inspection reports.
- Water consumption and production trends.
- Asset risk levels as identified through the City of Kenoras asset management plan.


#### **4. Notification to Owners**

**4.1.** The Director of Engineering and Infrastructure services upon conclusion of the review shall report to the Owners prior to budget deliberations.

**4.2.** The report must include a summary of the findings from Section 3.

The City of Kenora  
DWQMS Operational Plan

DOCUMENT TITLE: Infrastructure Review Minutes  
QMS REFERENCE: ELEMENT NO. 14

TO BE REVIEWED: Annually or when QMS changes  
QMS REPRESENTATIVE: 

Infrastructure Review Meeting Minutes – January 19, 2023

Attendees: Ryan Peterson – QMS Representative, WTP Chief Operator  
David Mellor – General Manager of Engineering  
Patrick Van Belleghem, Project Engineer  
Mike Derouard – Manager of Sewer & Water  
Dave King – Distribution QMS Coordinator, Distribution Operator  
Bill Forster- Municipal Civil Engineering Technologist

Commenced: 1:00 pm

The QMS Team met to review and discuss the following documentation specified for consideration under the Element 14 Infrastructure Review Procedure:

- David Mellor presented proposed changes to Element 14 to allow more flexibility from staff and to better align with the assessment, planning and budgeting process within the City.
- David Mellor presented the 2022 Asset Management Risk Ratings for the water mains planned for replacement and/or renewal from 2023 to 2027.
- Those present discussed areas within the distribution network that may require re-prioritization for renewal, replacement and/or rehabilitation within the next five years. The results of those areas have been captured in the attached 'Summary of the 2022 Annual Review of Water Infrastructure' document.
- Ryan Peterson reviewed the Element 8 Risk Assessment Outcomes and noted many of the assessment results have been accounted for in the 5 year capital or operating budgets.
- The team discussed any new infrastructure required in the upcoming year not originally within the 5 year plan and confirmed no new immediate projects are required.
- Ryan Peterson and Dave King provided brief commentary on the scope of the MECP Compliance Inspection reports received and indicated they relate to administrative issues and are not relevant to the analysis under Element 14.

Adjourned: 2:30 pm

Reference Documents:

1. Element 14 Proposed Update
2. Summary of the 2022 Annual Review of Water Infrastructure Report
3. Element 8 – September 20, 2022 Risk Assessment Meeting Results
4. 5 Year Watermain Program Capital Plan

## SUMMARY OF 2022 ANNUAL REVIEW OF WATER INFRASTRUCTURE

The following summarizes analysis of the Water infrastructure by the Director of Engineering and Infrastructure Services and General Manager of Engineering in preparation of the proposed 2023 Operating and Capital Budget submissions.

| NO. | DESCRIPTION  | ACTION  |
|-----|--|---|
| 1   | The zone 1, zone 2 and zone 3 standpipes require isolated interior and exterior painting.  | 2 year project cycle identified in the 2023 and 2024 capital budgets. \$100 K and \$75 K respectively.            |
| 2   | The Brinkman and Crawford water filling stations require updating and replacement as they will become redundant and problematic.   | Identified in the 2024 capital budget for \$80 K.   |
| 3   | The Water Treatment Plant requires miscellaneous window and other exterior envelope replacement.   | Identified in 2023 and 2024 for 40 K and \$100 K respectively.  |
| 4   | All high lift and low lift pumps at the Water Treatment Plan are over 40 years old and beyond their life cycle. Replacement of pumps is required to ensure redundancy is achieved.                   | Replacement to occur from 2023 to 2027. \$200K identified in 2023 and \$100 K per year from 2024 to 2027.         |
| 5   | Low lift sump pump requires replacement.   | Identified in the 2023 operating budget.  |
| 6   | The air blower to complete filter media backwash has no redundancy. Costing and availability of a replacement will be investigated and consider whether filter backwash without air scour is viable. | To be considered in the 2023 operating budget.  |
| 7   | High lift check valves require condition assessment and recommendation on the rebuilding and/or replacement of pumps.  | To be considered in the 2023 capital budget.  |
| 8   | Water main on 5th Street South from 2nd Ave S to 8th Ave S high risk due to size, importance, age and staff reports of limited ability to repair due to joint deteriorations.                        | Identified in the 2023 capital budget for replacement, in conjunction with other infrastructure projects. \$956 K |
| 9   | Water main on 9th Street North from 12th Ave N to 14th Ave N medium risk due to size, importance and condition of other assets in the area.  | Identified in the 2023 capital budget for replacement, in conjunction with other infrastructure projects. \$921 K |
| 10  | Water main on Park Street from 10th Ave S Intersection to Maple identified for replacement in 5 years due to age and risk ratings.   | Identified in the 2024 capital budget for replacement. \$550 K  |
| 11  | 3rd St N from 7th Ave N to 8th Ave N water main identified as potential rehabilitation project due to age and condition.   | Identified in the 2024 capital budget for replacement. \$483 K  |
| 12  | Water main on Preston Street water main identified for replacement due to number of repair digs and inoperable valves.   | Identified in the 2024 capital budget for replacement. \$439 K  |

| NO. | DESCRIPTION  | ACTION  |
|-----|--|---|
| 13  | Water main on Mikado N of 10th St and 10th St from Mikado to Rupert water main identified for replacement resulting from high number of water main breaks and no looping or valuing over a long distance.          | Identified in the 2024 capital budget for replacement. \$414 K  |
| 14  | Water main on Regina Ave from Veterans Dr to Dead End water main is a high risk due to age and number of water main breaks. Would consider looping of system to the North and/or West.                             | Identified in the 2025 capital budget for replacement. \$714 K  |
| 15  | Water main on Rupert Road from 9th St N to Dead End and 10th to Mellick water main contains summer services to full time residential homes and is due for replacement based on the age and condition of the asset. | Identified in the 2025 capital budget for replacement. \$1,145 K  |
| 16  | Water main on River Drive from 7th Ave S to 9th Ave S water main has been identified as high risk from maintenance staff noting the main is deteriorating and due to replacement.                                  | Identified in the 2026 capital budget for replacement. \$385 K  |
| 17  | Water main on Lakeside - Lane Between 3rd and 4th Ave S - 7th and 5th St S has had multiple water main breaks and is of poor condition.  | Identified in the 2026 capital budget for replacement. \$310 K  |
| 18  | Water main on 13th Ave N from Dead end to 9th St N and 8th St N from 14th Ave N West to be replaced due to efficiencies with other infrastructure projects and the asset's poor condition.                         | Identified in the 2026 capital budget for replacement. \$863 K  |
| 19  | Water main on 5th Street S from 2nd Ave s to 6th Ave S is of poor condition, medium risk.  | Identified in the 2027 capital budget for replacement. \$968 K  |
| 20  | Water main on Mascott Ave from Veterans Drive to Dead end and 10th Street N to Mikado is of poor condition and high risk.  | Identified in the 2027 capital budget for replacement. \$1,145 K  |
| 21  | Isolated areas of Ocean Avenue, 7th Ave S and 1st Street S shall be reassessed and potentially reprioritized in the capital budget development in future years.  | Engineering to update analysis and compare prioritization of assets considered for replacement.               |
| 22  | Coney Island water distribution main approaching end of life and due for replacement.  | 5 Year replacement plan occurring from 2023 to 2027 at \$50 K per calendar year identified in capital budget. |
| 23  | Maintenance and formal flushing program of water mains is required.  | Flushing program including flow testing is to be included in the 2023 to 2025 operating budget.               |