



AGENDA

Regular Meeting of Council of the City of Kenora

**Tuesday, February 16, 2016
12:00 p.m.
City Hall Council Chambers**

1. Call to Order

2. Blessing – Councillor Smith

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: -

- Give effect to new rates outlined in the revised Schedule "D" of the Tariff of Fees and Charges Bylaw for season docking spaces and mooring ball rentals
- Amend the 2015 Operating & Capital Budget to withdraw funds from the Contingency Reserve in the amount of \$600,000 with an appropriate reallocation from the Water and Sewer Reserves to offset the cost of the Cameron Bay servicing work

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

- January 19, 2016

6. Presentations/Deputations

Approximately five (5) minutes per person/group.

7. Additions to Agenda (urgent only)

- Grassy Narrows Resolution of support

8. Appointments

- A member will be appointed to:
 - o Lake of the Woods Development Commission
 - o Keewatin Non Profit Housing Board

9. Reports from Committee of the Whole

9.1 Corporate Services & Strategic Initiatives

- Kenora Baseball League Fundraising Event
- 2015 Strategic Plan Progress Report

9.2 Fire & Emergency Services

- Medical Emergency Response Agreement

9.3 Operations & Infrastructure

- No reports

9.4 Community & Development Services

- Central Community Club Building Replacement Funding
- 2016 Community Club Grants
- Season Dock & Mooring Ball Rental Rates
- 2015 Recreation Department Year End Report
- Kenora Rowing Club Facilities & Rabbit Lake Trail Funding Application
- Path of the Paddle Trailhead Location
- Trans Canada Trail Concept Plan
- Zoning Bylaw Amendment Z01-16 (Emergency Shelters)
- Request to Purchase Municipal Property - Green

10. Housekeeping Resolutions

- Lease Agreement for Municipally owned land with Plantz
- Accept ownership of certain roads and lanes on portions of First Avenue South and former spur tracks and assumes them as public highways for municipal purposes
- Assume Second Street and Third Street
- Cameron Bay Servicing Budget Amendment
- FedNor funding amendment agreement – Strat Plan
- Resolution of Support – Health Care
- Agreement with Eiffage for the Keewatin Channel Bridge Rehabilitation
- Lease Renewal with Kenora Condominium Corp #2
- Funding Agreement for the Starter Company of the NWBC
- Funding Agreement for the Summer Company of the NWBC
- Kenora Rotary Goodwill Geysers MOU
- Various Committee & Board Minutes
- Water & Wastewater Systems Monthly Report

11. Tenders

- Parks Public Washroom Contract

12. By-laws

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

- Confirmatory
- Medical Emergency Response Agreement
- Tariff of Fees & Charges
- Z01-16 Zoning Bylaw Amendment (Emergency Shelters)
- Lease agreement with Plantz
- Accept ownership of certain roads and lanes on portions of First Avenue South and former spur tracks and assumes them as public highways for municipal purposes
- Assume Second Street and Third Street
- Amend the 2015 budget for the Cameron Bay servicing
- FedNor funding agreement amendment – Strat Plan
- Agreement with Effage Construction for the Keewatin Channel Bridge
- Kenora Condominium Corp #2 Agreement
- Funding Agreement-NWBC Starter Company
- Funding Agreement-NWBC Summer Company
- Kenora Rotary Club MOU for Goodwill Geysers

13. Notices of Motion

14. Proclamations

- ✓ Red Cross Month

15. Announcements (non-action)

16. Adjournment of Meeting

** Following Council, a Special Committee of the Whole meeting will take place for initial budget discussions

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

January 29, 2016

City of Kenora Mayor and Council

1 Main Street South,

Kenora, Ontario

P9N 3X2

Attn: Mayor and Council

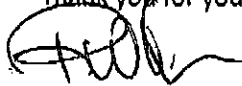
RE: Request for Municipal Council resolution in support of Grassy Narrows First Nation - Small Communities Funding for Water Treatment Plant Upgrade (SCF-0721)

Dear Mayor and Council,

On January 4th, 2016, Grassy Narrows First Nation received notification that our community has been approved to proceed to the final phase of the application process to receive grant funding under the New Building Canada Fund – Small Communities Fund (SCF). This funding is required to upgrade our Water Treatment Plant in order to address an ongoing health and safety risk faced by our community. Specifically, our existing Water Treatment Plant does not have the ability to adequately treat the raw water from our surface water source as needed to meet the Ontario Drinking Water Objectives and Regulations. The current Water Treatment Plant is not designed to pre-treat surface water in order to eliminate the chemical by-product.

In order for our final application to be considered complete, we must include a council resolution from a local municipality in support of the project. We are therefore requesting that City of Kenora council consider providing us with a municipal council resolution indicating their support for the project. The council resolution need only show support for the project in principal and is not intended to show financial support of any kind. Without support from your municipality we will be unable to submit an application and will not be able to proceed with the necessary upgrades to our Water Treatment Plant.

Thank you for your consideration,



Robert Williamson, Capital Manager

Grassy Narrows First Nation

P.O. Box 1480

Kenora, Ontario

P9N 3X7

robertcwilliamson@gmail.com



January 28, 2016

Housekeeping Council Briefing

Agenda Item Title: Lease Agreement with 1855092 Ontario Ltd. operating a Plantz

Background Information:

Since 2012, the City of Kenora, using a letter of comfort, has approved the use of municipal property for land fronting 1820 Highway 17 W, with the purpose of locating a temporary greenhouse structure 36 feet by 21 feet, anchored with concrete slabs and blocks, to service the overflow of plant products.

In September, 2015 it was recommended that the City of Kenora enter into a lease agreement with 1885092 Ontario Ltd., for the municipally owned land fronting the Plantz parcel. As per the Tariff of Fees By-law 97-2015, an application to lease municipal property- road/shore allowance abutting property owned by applicants shall be established at a minimum of \$1000, including all legal costs.

The terms of the agreement are provided in the attached lease agreement.

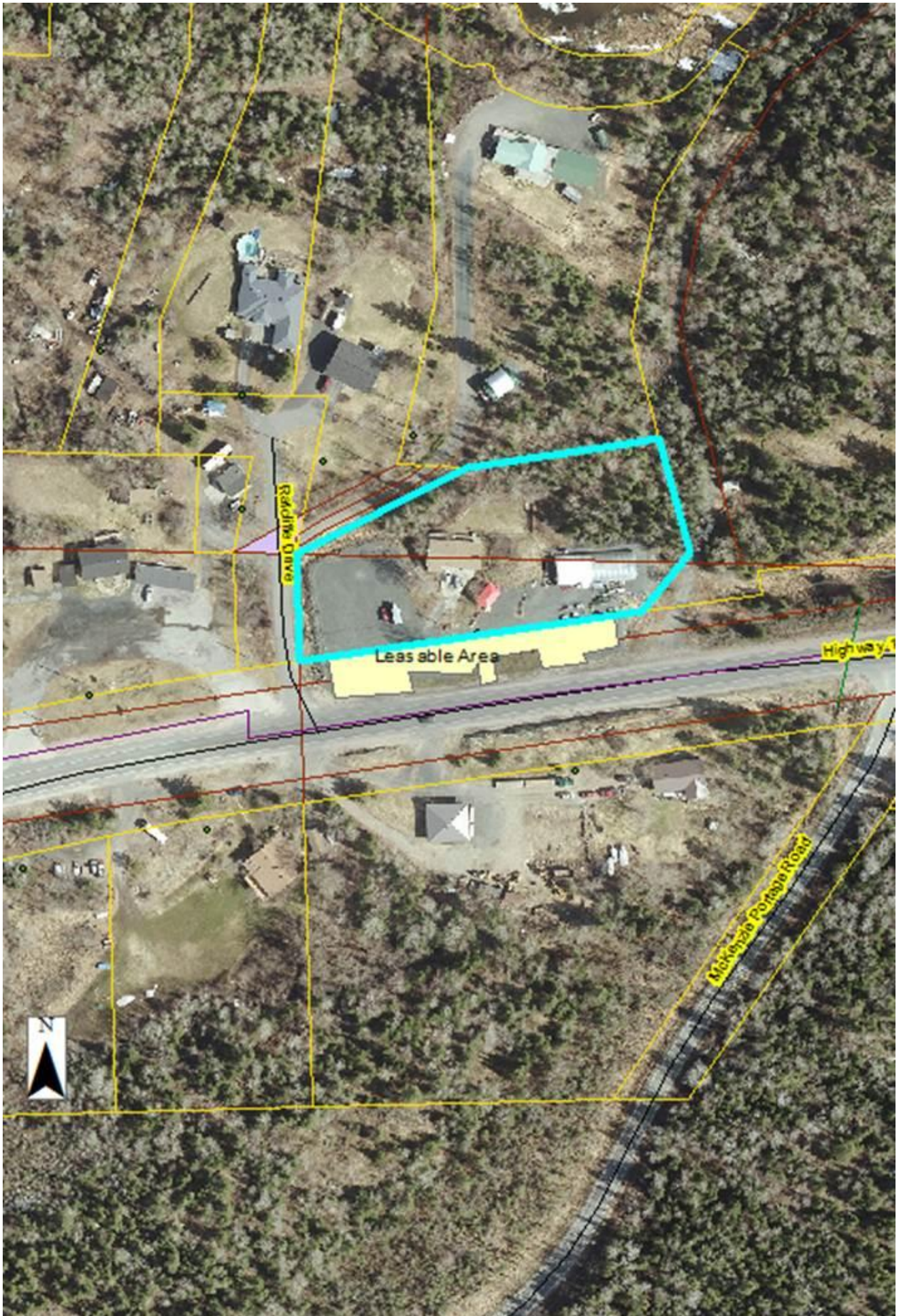
Resolution for Council:

As further to Resolution Number 25, at the October 20, 2015 meeting, council authorized that Mayor and Clerk be authorized to enter into a lease agreement with 1855092 Ontario Ltd. for municipally owned land fronting the Plantz parcel; and further

That the appropriate bylaw be passed for this purpose

Briefing By: Melissa Shaw, Planning Assistant

Bylaw Required: Yes





2 February 2016

City Council Committee Report

TO: Mayor and Council

FR: Tara Rickaby, Planning Administrator

RE: Assumption of roads and lanes – Plan M63, Plan M8, Plan M133 and various portions of First Avenue South

Recommendation:

That Council gives three readings to a bylaw to accept ownership of certain roads and lanes on Plan M63 (PINs 42168-0185, 42168-0471) portions of First Avenue South and former spur tracks (42166-0888, 42168-0887, 42166-0079, 42165-0414 and 42165-0413) and assumes them as public highways for municipal purposes; and further

That by owning and assuming the roads/lanes, the City of Kenora is not bound to develop or maintain any road/lane which is not already open and maintained by the City of Kenora; and further

That Council gives three readings to a bylaw to assume Second Street and Third Street on Plan M 133 (PINs 42180-2333 and 2334, which form a portion of property to be transferred to abutting property owners, 2428 (laneway) and 2331 – Wide Street.

Background:

The Planning Department received a request for the City to purchase a portion of an unopened municipal lane allowance and it was discovered that two of the roads/lanes within the plan of subdivision are still in the name of the original developer.

As a matter of course, when such a discovery is made, the City and the office of Bruce Ormiston, City Solicitor, review a list, which is maintained for the purpose of efficiency and cost savings, of other unopened/unassumed roads/lanes so that several can be registered at one time.

The First Avenue area was identified a few years ago, as part of that process.

Budget:

Planning – Legal – Approximately \$1000

Communication Plan/Notice By-law Requirements:

By Minutes of Committee of the Whole and Agenda and Minutes of Council; Planning Administrator, Operations Manager, Municipal Solicitor, GIS

Strategic Plan or other Guiding Document: Administrative



January 26,2016

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

Agenda Item Title: Budget Amendment Change to the Cameron Bay Servicing

Background Information:

The original 2015 budget withdrew the City's portion of the funding for this project from the Water & Sewer Reserves. Because the provision of services to and across Cameron Bay is a benefit to the economic development of the City and provides the opportunity for current and future development in this area, using the Contingency Reserve is more appropriate for funding for this project.

Resolution for Council:

Whereas Council authorized the allocation of \$600,000 in the 2015 budget from the Water & Sewer Reserves for the supply of Water and Sewer servicing to and across Cameron Bay; and

Whereas it has been deemed necessary to reallocate this funding project through the Contingency Reserve rather than the Water and Sewer Reserves;

Now Therefore Be it Resolved that in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2015 Operating & Capital Budget at its February 16, 2016 meeting to withdraw funds from the Contingency Reserve in the amount of \$600,000 with an appropriate reallocation from the Water and Sewer Reserves to offset the cost of this work; and further

That Council gives three readings to a by-law to amend the 2015 budget for this purpose.



Briefing By: Lauren D'Argis

Bylaw Required: Yes



January 27, 2016

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title:

FedNor Amending Agreement – Strategic Plan

Background Information:

This is for administrative purposes only. As a result of the timing of the final implementation of the Strategic Plan, FedNor amended our contribution agreement end date from December 31, 2015 to February 29, 2016.

All other terms of the agreement remain in place.

Resolution for Council:

That Council gives three readings to a by-law to authorize the execution of an amended funding agreement between Industry Canada (FedNor) and the Corporation of the City of Kenora; and further

That the CAO be authorized to execute this agreement.

Briefing By: Heather Kasprick, Manager of Legislative Services

Bylaw Required: Yes

January 27, 2016

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title:

Incentives for Rural Physicians

Background Information:

Health Care and physician retention and recruitment is at a critical point in the Province of Ontario. The lack of a physician services agreement is already affecting our ability to move forward and to fix issues that would greatly aid in the recruitment of ER and other generalized and specialized doctors. Incentives for rural doctors such as support for continuing medical education is extremely important to an area such as Kenora where family doctors need to gain specialized training to provide services that specialists would otherwise provide in the larger centres.

A Community Health Care Committee (Kenora Area Health Care Working Group) has been established which the City actively participates with various staff and Council. This committee is focused on improving the health care network and physician recruitment/retention in Kenora.

Recently, Health Minister Eric Hoskins challenged healthcare leaders to engage in dialogues about the future design of our health care system. Dr. Mike Toth, President of the Ontario Medical Association provided a statement to this information from the Minister:

"Ontario's doctors welcome the government's discussion paper on reforms to the province's health-care system. The discussion paper contains many of the guiding principles doctors have long advocated for, including ensuring access to a family doctor for all Ontarians, equitable access to inter-professional care, effective integration of patient care, and timely and appropriate access.

Many of the proposed reforms promise to help improve Ontario's health-care system. However, strengthening patient-focused care, which the government has indicated is a key priority of these reforms, cannot be achieved while the government continues to cut funding for physician services. Since February 2015, the government has cut by almost seven per cent the funding for the necessary care Ontario's doctors provide to patients.

Furthermore, long-term system transformation necessitates a long-term, stable funding mechanism. That is why Ontario's doctors have asked for a

binding dispute resolution mechanism, which would provide a permanent and stable framework in which Ontario's doctors and the government could work collaboratively to make decisions about the future of the health-care system. The government has so far refused this request, which is why in October 2015 Ontario's doctors launched a Charter challenge against the Government of Ontario.

Given the magnitude of the changes being considered and the lack of details provided, Ontario's doctors have concerns with the timeline laid out for discussion. Any reform to Ontario's health-care system must draw on the expertise and ideas of doctors, who are on the front lines providing care to patients every day.

At its Board of Directors meeting this week, the Ontario Medical Association endorsed the creation of a Primary Health Care Advisory Group. Ontario's doctors and the government have worked as partners in the past to improve the province's health-care system. We remain willing to return to working together."

Kenora joins many other rural and Northern Ontario with physician retention/recruitment challenges. We have the oldest hospital in Northwestern Ontario with the greatest patient demand with our population base not including the many surrounding First Nations communities accessing their health care needs in Kenora.

The established committee is making progress but there is a long road ahead and we need the Ministry at the table to ensure we address the current problems with retaining our current physicians and that we don't lose any more in Kenora due to the funding models among many other challenges the physicians must face to practice in Northern Ontario.

Resolution for Council:

Whereas Ontario's growing and aging population is putting an increasing strain on our publicly-funded health care system; and

Whereas since February 2015, the Ontario government has made an almost 7 per cent unilateral cut to physician services expenditures which cover all the care doctors provide to patients - including cuts to programs which are specifically designed to act as Incentives for physicians to practice in rural areas; and

Whereas the decisions Ontario makes today will impact patients' access to quality care in the years to come and these cuts will threaten access to the quality, patient-focused care Ontarians need and expect; and

Whereas Ontario is experiencing a growing rural population as retirees move to the countryside; and

Whereas many rural municipalities in Ontario have formed physician recruitment and retention committees and strategies to deal with the reality of physician retirements and shortages; and

Whereas rural areas in Ontario are already at a distinct disadvantage in recruiting family physicians due to a number of factors;

Now Therefore be it Resolved That in an effort to retain and attract family physicians to Northwestern Ontario, the City of Kenora hereby requests that; the Minister of Health and Long Term Care reinstate incentives for physicians to practice in rural areas of Ontario; and that the Minister return to the table with Ontario's doctors and work together through mediation / arbitration to reach a fair deal that protects the quality, patient-focused care Ontario's families deserve; and further

That a copy of this Resolution be sent to the Premier of Ontario, Minister of Health and Long Term Care, MPP Sarah Campbell, MP Bob Nault, Federal Minister of Health, Ontario and the College of Physicians and Surgeons and Ogichidaa Warren White, Grand Council Treaty #3.

Briefing By: Heather Kasprick, Manager of Legislative Services

Bylaw Required: No

Feb 11, 2016

City Council Committee Report

To: Mayor & Council

Fr: Marco Vogrig, Municipal Engineer

Re: Keewatin Channel Bridge Rehabilitation, Agreement with Eiffage Innovative Canada Inc.

Recommendation:

That further to Council accepting the tender of Eiffage Innovative Canada Inc. related to the Keewatin Channel Bridge Rehabilitation, authorization be and is hereby given for the Mayor and Clerk to execute an agreement between the Corporation of the City of Kenora and Eiffage Innovative Canada Inc.; and further

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

Background:

The City's consultants for this project, Stantec Consulting Ltd., issued a tender for the Keewatin Channel Bridge Rehabilitation. As Eiffage Innovative Canada Inc. was the low bidder and awarded the project at an open meeting of council held January 19, 2016, it is now in order for the City to enter into an agreement with Eiffage Innovative Canada Inc. to perform the works.

The agreement is available in the Clerk's office as it is a large document.

Budget:

2016 Capital Budget

Communication Plan/Notice By-law Requirements:

By-law required.

Distribution: R. Perchuk, M. Vogrig, Stantec, Eiffage Innovative Canada Inc.

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.



January 25, 2016

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: Lease Renewal Agreement with Kenora Condominium Corporation No. 2.

Background Information:

The lease agreement with Kenora Condominium Corporation No. 2 for their use of a portion of the Colonization Road allowance in Norman for parking purposes is expiring on April 1st this year, and a lease agreement has been prepared by City of Kenora Staff.

The Lessee has indicated they wish to continue on the same basis with the lease for a further five year term and I have received copies of the signed lease agreement from the Lessee, and they will provide the City with the required liability insurance.

The lease renewal would run from April 1, 2016 to March 31st, 2021, and the lease provides for an increase amount to the City of Kenora from past years which have been as follows: 2013 – \$692.23/month, 2014 - \$706.07/month, 2015 - \$716.19/month (increasing 2% annually) to a new rate of \$1,000.00 + applicable Taxes per year for the next 5 years.

Resolution for Council:

That Council authorizes the execution of a lease renewal agreement with Kenora Condominium Corporation No. 2 for the use of a portion of the Colonization Road allowance for parking purposes; and further

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

Briefing By: James Tkachyk

Bylaw Required: yes



January 27, 2016

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title:

Starter Company Program Agreement

Background Information:

This new program was launched in 2014 and provides mentoring, training and capital for youth to start, grow or buy a small business in the Kenora area. For the purposes of the Program, "youth" are defined as those between 18 and 29 years of age. This program fits nicely with our Strategic Plan and the vision and goals of fostering entrepreneurial start ups for youth.

The NWBC is responsible for the day-to-day operations and is ultimately responsible for the functioning of the program. This program provides training and business skills development to help youth prepare to run their own business; advice and mentorship from local business leaders to help get the business up and running; experience running a business that will better position youth to obtain more traditional financing, such as a bank loan, if required; and where applicable/eligible, a micro-grant to kick-off a new business or expand an existing business.

This program provides further opportunities for youth in Kenora and surrounding areas to access assistance in starting a business, in turn adding to our local economy.

Part of Ontario's Youth Jobs Strategy, the program will support 18- to 29-year-old entrepreneurs across the province by partnering them with experts to help develop the skills needed to launch successful businesses. The program will include outreach to those facing multiple barriers or living in high-needs communities.

Through a program called Starter Company, you can get:

- one-on-one guidance from a Small Business Enterprise Centre advisor
- mentoring with a local successful entrepreneur
- access to business workshops on topics from writing a business plan and budgeting, to executing a marketing campaign
- funding of up to \$5,000
- experience running a business that will better position you to obtain more traditional financing, such as a bank loan

You can apply if you are:

- an Ontario resident aged 18 to 29
- not attending school full time

To qualify for funding of up to \$5,000, you need to be able to contribute at least 25% (in cash or in kind) of the grant amount.

We have a full time intern on staff who is responsible for the delivery of the program with her direct supervisor assisting where needed.

The term of the program was a two year program which was to end June 30, 2016. The program has been extended and will expire now on June 30, 2017. The maximum funds available for this program is \$135,714 and is included separately from the NWBC annual budget.

Budget:

The Starter Company budget has been amended to reflect this additional funding and has been included in the 2016 operating budget with funding included. There are no additional direct costs to the NWBC.

Communication Plan/Notice By-law Requirements:

Strategic Plan or other Guiding Document:

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

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

Resolution for Council:

That Council gives three readings to a by-law to authorize the execution of an agreement between the Minister of Economic, Development Trade and Employment and the Northwest Business Centre for the provision of the Starter Company Program; and further

That the CAO be authorized to execute this agreement.

Briefing By: Heather Kasprick, Legislative Services Manager

Bylaw Required: Yes



January 27, 2016

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

Agenda Item Title:

Funding Agreement - Summer Company Program

Background Information:

The Summer Company program provides business training, mentoring and up to \$3,000 in awards to help enterprising students aged 15 to 29, start and run their own summer business. Participants keep the profits generated through the operation of their own business. The purpose of this program is to raise awareness among youth of entrepreneurship as a viable career option and to teach them the value of entrepreneurial skills in personal and career endeavours.

The NWBC is responsible for the day to day operations and is responsible for the functioning of the program. They adapt the framework to respond to the local needs and opportunities for youth in Kenora and surrounding area. They promote and market the program and recruit applicants through various methods including the high schools.

The program date is from October 1, 2015 to September 30, 2016. Targets include as of June 30, 2016 to have 7 students enrolled in the program.

Total Ministry contributions include \$13,500 for the 2015-2016 funding year which covers the administration of the program.

Resolution for Council:

That Council gives three readings to a by-law to authorize the execution of an agreement between the Minister of Economic, Development Trade and Employment and the Corporation of the City of Kenora for the provision of the Summer Company Program; and further

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

Briefing By: Heather Kasprick

Bylaw Required: yes



January 22, 2016

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: Rotary Goodwill Geysers – Memorandum of Understanding

Background Information:

On December 8th, 2015, at a regular meeting of Committee of the Whole, Council accepted the Rotary Club of Kenora to act as the lead on the platform replacement of the Goodwill Geysers along with the addition of a decorative band. Also accepted was the City of Kenora's continued coverage of the operating and maintenance costs of the Goodwill Geysers.

The Rotary Club International now has a requirement that prior to any release of funding grants there must be a demonstration of sustainability for capital projects in the form of a Memorandum of Understanding (MOU).

At Council's request the attached MOU was prepared by Administration in consultation with the Rotary Club of Kenora and if granted approval will come into effect February 16th, 2016.

Resolution for Council:

That Council hereby authorizes the Mayor and Clerk to enter into a Memorandum of Understanding (MOU) between the Corporation of the City of Kenora and the Rotary Club of Kenora for maintenance and operation of the Goodwill Geysers to continue to be provided by the City of Kenora; and further

That a review of the agreement will take place any time that a major overhaul or pump replacement is required, or in ten (10) years, with period ending February 16th, 2025, whichever comes first.

Briefing By: Richard Perchuk, Operations Manager

Bylaw Required: No

MEMORANDUM OF UNDERSTANDING

Dated the 16th day of February, 2016

BETWEEN

The City of Kenora
(Hereinafter called the "City")

AND

Rotary Club of Kenora
(Hereinafter called "Club")

REGARDING

The maintenance/operation of the Goodwill Geyser

1.0 Background

In 1991 the Rotary Club of Kenora, in partnership with the City of Kenora, installed the Rotary Goodwill Geyser in the Kenora Harbour. The Club paid for the purchase and installation cost to create the geyser and the City agreed to maintaining and operating the geyser.

The platform needs to be replaced. The Club has raised funds to cover the cost of a new platform with an aluminum shroud, with City and Club logos, that will improve the aesthetic appeal of the geyser.

2.0 Purpose

The purpose of this agreement is to establish an MOU (Memorandum of Understanding) between the City and the Club for the continued maintenance/operation of the geyser. This agreement will provide a mechanism to clearly define the roles, responsibilities and relationship between the City and the Club as it relates to the maintenance/operation of the geyser. The MOU will also demonstrate sustainability; which is required in order for the Club to receive a grant from Rotary District towards the overall cost of the project.

3.0 Roles and Responsibilities

The City and the Club mutually agree and commit to the following:

3.1 Construction of the Geyser Platform and Aluminum Shroud

- a) The Club agrees to use funds raised, in the amount of \$15,000, including taxes, to construct the replacement platform using plastic floats for durability, complete with structure to support a four foot high, 1/8" thick circular aluminum shroud with three (3) City of Kenora and three (3) Rotary logos, water cut, into the shroud.
- b) The Club to ensure the enhancement and replacement of the geyser platform is completed before July 1, 2016, in order to receive \$2,500 in grant funds, included in the \$15,000 over all cost.
- c) Notwithstanding a) and b) the Club is to be responsible for any costs associated with the new aluminum shroud and platform.



February 2, 2016

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:

- October 28 & December 9 (regular & special meeting) – Kenora Public Library Board
- January 6 – Kenora Urban Trails Committee
- January 13 – Accessibility Advisory Committee
- January 20 – Heritage Kenora Committee
- January 20 – Environmental Advisory Committee
- January 28 – Lake of the Woods Museum Board; and

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

- August 18 & December 15 – Planning Advisory Committee
- December 10 – Kenora District Services Board; and further

That these Minutes be circulated and ordered filed.

Briefing By: Heather Lajeunesse, Deputy Clerk

Bylaw Required: No



January 25, 2016

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

Agenda Item Title: 2015 Water & Wastewater Systems Monthly Summary Report - December

Background Information:

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

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

The Operations Department recommends that Council accept the 2015 Water and Wastewater Systems Monthly Summary Report for December.

Resolution for Council:

That Council of the City of Kenora hereby accepts the December 2015 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by City administration.

Briefing By: Richard Perchuk, Operations Manager

Bylaw Required: No

CITY OF KENORA

**Monthly Summary Report
Water & Wastewater Systems**

December 2015

Prepared by: Biman Paudel, Water & Sewer Supervisor
Ryan Peterson, ORO, Water Treatment Plant
Gord St. Denis, ORO, Wastewater Treatment Plant

1.0 Introduction

This report contains the major maintenance activities and operational events that occurred during the month of December 2015 at the Kenora Area Water Treatment Plant, Kenora Wastewater Treatment Plant, Water Distribution System and Wastewater Collection System. This information report has been prepared for Council to better understand how the systems they own and operate are maintained on a monthly basis.

2.0 Water Treatment Plant

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

2.2 Weekly Bacteriological Samples

1 Raw, 1 Treated and 6 Distribution for a total of eight (8) samples are taken on a weekly basis.

Sampling was conducted on the following dates:

- Dec 7th
- Dec 14th
- Dec 21st
- Dec 28th

All samples tested were within the allowable parameters.

2.3 Maintenance

- Removed and flushed alum flow meter.
- Zeroed and bump tested chlorine detectors.
- Replaced damaged peristaltic tube on poly pump.

2.4 Training

There was no training during the month of December.

2.5 Water Quality Complaints

There was one complaint in the month of December. Customer complained of a bad taste in their water. An operator went to the residence to ensure that the residual was adequate and to see if there were any noticeable problems. Chlorine

residual was fine and resident could no longer notice the taste. Instructed customer to call back if they had any more problems.

2.6 Other Information

- Distribution system chlorine levels were sampled at three locations weekly throughout the month in addition to the chlorine levels being sampled along with regular weekly bacteriological samples.

3.0 Water Distribution System

3.1 Maintenance

3.1.1. Water Distribution

- December 1 - Replaced curb stop, box and rod at: 429 Fourth Street North
- Dug and replaced curb box at: 823 Railway Street.
- December 2 - Dug and repaired water service at: 837 First Street South.
- December 3 - Dug and installed heat trace on watermain at: 3 Birchwood Place.
- December 6 - Dug and repaired broken watermain at: the intersection of Mary Lou Street and Florence Avenue.
- December 7 - Dug and lowered curb box at: 12 First Avenue South.
- December 16 - Dug and repaired watermain break at: 608 Seventh Avenue South.
- December 16 -17 - Dug and repaired watermain break at: 101 Chipman Street.
- December 22 - Dug and repaired watermain break at: 215 Seventh Street South.
- December 23-24 - Dug and repaired watermain break at: 889 Fourth Avenue South.
- December 30 - Dug and repaired water service at: 29 Main Street Ride Out.

3.1.2. Wastewater Collection

- December 2 - Televised and rodded plugged sewer at: 830 Second Street South.
- December 3-4 - Dug and repaired broken sewer forcemain at: North Hamilton Pumping Station.
- December 5 - Replaced grinder pump at: 13 Glen Cameroon Drive.
- December 8 - Dug and repaired grinder pump at: 25 Birchwood Place.
- December 11 - Flushed plugged sewer at: 1292 Heenan Place.
- December 14 - Rodded plugged sewer at: 5 Gunne Crescent.
- Rodded plugged sewer at: 103 Minto Crescent.
- December 15 - Rodded plugged sewer at: 804 Erie Street.

- December 16 - Televised and rodded plugged sewer at: 1025 Park Street.
- Rodded plugged sewer at: 514 Sixth Avenue South.
- December 23 - Replaced grinder pump at: 6 Outen Lane.
- December 24 - Rodded plugged sewer at: 812 (or 816) Seventh Avenue South.
- December 30 - Rodded plugged sewer at: 606 Second Street South.

3.1.3. **Water Thaws:**

City Property: 0

Private Property: 1

3.2 Training

- December 10 and 11 – All staff in the Water and Sewer Department attended training on Trench Safety and Traffic Protection Plan.
- December 7 and 14 – Biman Paudel attended remaining sessions on Health and Safety Certification Part 1 Basic.

3.3 Water Quality Complaints

There was one (1) water quality complaint reported to the Water Treatment Plant for the month of December.

- The complaint was related to taste. For further detail see Item 2.5.

3.4 Boil Water Advisory(s) - 2015

Date and Location:

- December 3rd – 7 residents on Birchwood Place and 1 resident on Birchwood Road.
- December 6th – 17 residents on Florence Avenue, 14 residents on Doner Avenue, 14 residents on Anne Crescent and 3 residents on Mary Lou Street.
- December 11th – 3 residents on Doner Avenue, and 1 resident on Anne Crescent.
- December 16th – 6 residents on Sixth Avenue South, 14 residents on Seventh Avenue South, and 8 residents on Sixth Street South.
- December 22nd – 14 residents on Robertson Street, and 2 residents on Ninth Street South.
- December 23rd – 32 residents on Lakeside Crescent, 3 residents on Third Avenue South, 2 residents on Poplar Lane, 7 residents on Chalet Lane, 2 residents on Golf Course Road, 4 residents on Bay Ridge Road, 9 residents on Glen Cameron Drive, 5 residents on Eighth Street South, 6 residents on Ninth

Street South, 48 residents on Fourth Avenue South, 17 residents on Fifth Avenue South, 4 residents on Guelph Street, and other two locations Anicinabe Park, and Kenora Golf and Country Club.

3.5 Other Information

- MOECC conducted its annual announced, focused inspection on Kenora Drinking Water System on December 15-16, 2015.

4.0 Wastewater System

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

4.2 Weekly Bacteriological Samples

- 4.2.1. Complete Analyses of Raw Sewage, Treated Effluent and Activated Sludge sent out December 16th, 2015 - Results: (also Sludge Cake Metal Analysis).
- a. Total BOD (biological oxygen demand) Raw Sewage: 111 [mg/L]
 - b. Total BOD Final Effluent: 6.8 [mg/L] - limit is 25 [mg/L].
 - c. Total Suspended Solids Raw Sewage: 156 [mg/ L]
 - d. Total Suspended Solids Final Effluent: 7.7 [mg/ L] - limit is 25 [mg/L]
- 4.2.2. Weekly Final Effluent Bacti Samples sent to ALS Laboratory on December 2,9,16,22,30, 2015 - Results: Organisms/100 ml
- a. Geometric Means from samples in December: 46.3 organisms/100mL.
 - b. Geometric Means Limit as per Certificate of Approval is 200 organisms/100 mL.

In summary, raw sewage enters the plant with a bacti count of approximately 3 million organisms/100 mL and leaves the plant with a geometric mean of 10.0 organisms/100 mL, which is well within the limit of 200 organisms/mL. Plant reduction of BOD is 94% and the Plant reduction of suspended solids is 95%.

4.3 Maintenance

- 4.3.1. Sent 125 HP blower motor in for rebuild.
- 4.3.2. Bar screen controls repaired.
- 4.3.3. Received new Carter piston pump for clarifiers.
- 4.3.4 Revised and updated maintenance manuals.
- 4.3.5. Secondary digesters cat walks and railings installed by Glen Mackey Welding.
- 4.3.6. Sludge press maintenance.

4.3.7 New bulbs and sleeves installed on Bank A UV system.

4.4 Training

4.4.1. December 7th - Darryl Wilson attended Health and Safety Training

4.4.2. Health and Safety Policy reviewed with staff.

4.5 Other Information

December 14th , 2015 - Workplace Health & Safety inspection completed.

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2015

		January	February	March	April	May	June	July	August	September	October	November	December	AVERAGE	TOTAL
Wastewater Plant Flows															
<u>Influent Flow</u>															
Total Influent Flow	m ³ /mon.	144,396	134,421	194,952	230,861	254,771	269,887	258,820	225,393	243,036	188,051	208,964	191,812		2,545,364
Maximum Daily Influent Flow	m ³ /day	5,394	6,498	9,959	9,344	15,511	10,641	14,077	11,561	15,007	7,748	11,346	7,035		124,121
Minimum Daily Influent Flow	m ³ /day	4,335	4,591	4,762	6,900	6,590	6,627	5,440	4,933	5,002	4,756	5,304	5,019		64,259
Average Daily Influent Flow	m ³ /day	4,657	4,800	6,288	7,695	8,218	8,996	8,349	7,270	8,101	6,066	6,965	6,187		83,592
<u>Effluent Flow</u>															
Total Effluent Flow	m ³ /mon.	162,455	149,972	207,330	223,434	239,084	244,987	241,596	215,215	226,475	182,772	203,647	193,089		2,490,056
Average Daily Flow	m ³ /day	5,240	5,356	6,688	7,448	7,712	8,166	7,793	6,942	7,549	5,895	6,788	6,229		81,806
<u>Samples</u>															
Weekly Bacteriological --ALS Labs		5	5	4	5	4	4	5	4	5	4	4	5		54
Number of Raw Samples Taken		1	1	1	1	1	1	1	1	1	1	1	1		12
Number of Treated Samples Taken		6	5	4	4	4	4	5	4	4	4	4	5		53
Geometric Means (Bacti Samples)		11.9	18.6	49.5	13.1	36.4	46	52	25.2	7.8	11.9	10	46.3		329
Sludge Hauled to Landfill	m ³ /mon	240	160	274	171	217	171	194	160	217	171	182	194		2,351
<u>Callouts</u>															
		2	1	0	2	6	2	4	7	7	4	1	2		38

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2014

		January	February	March	April	May	June	July	August	September	October	November	December	AVERAGE	TOTAL
Wastewater Plant Flows															
<u>Influent Flow</u>															
Total Influent Flow	m ³ /mon.	142,528	137,211	191,815	419,112	430,462	344,643	320,891	247,429	206,070	200,876	177,676	156,545		2,975,258
Maximum Daily Influent Flow	m ³ /day	5,997	6,583	8,885	22,642	26,535	17,257	13,119	11,944	8,271	8,234	6,906	6,697		143,070
Minimum Daily Influent Flow	m ³ /day	3,526	4,000	5,095	6,407	9,813	8,583	7,156	6,001	5,834	6,015	5,016	4,087		71,533
Average Daily Influent Flow	m ³ /day	4,597	4,900	6,187	13,970	13,885	11,488	10,351	7,981	6,869	6,480	5,923	5,049		97,680
<u>Effluent Flow</u>															
Total Effluent Flow	m ³ /mon.	182,301	176,061	238,125	449,349	451,366	366,151	345,084	245,938	196,674	193,378	175,304	166,685		3,186,416
Average Daily Flow	m ³ /day	5,880	6,287	7,937	14,978	14,560	12,205	11,131	7,933	6,555	6,238	5,843	5,376		104,923
<u>Samples</u>															
Weekly Bacteriological --ALS Labs		5	4	4	5	4	4	5	4	4	5	4	5		53
Number of Raw Samples Taken		1	1	1	1	1	1	1	1	1	1	1	1		12
Number of Treated Samples Taken		6	5	5	6	5	5	5	5	5	5	5	5		62
Geometric Means (Bacti Samples)		18.7	33.1	6.22	85.1	25.1	329.3	26.7	8.6	13.8	2.1	100.3	47.6		697
Sludge Hauled to Landfill	yds/mon.	300	344	405	315	345	255	285	225	270	270	360	255		3,629
<u>Callouts</u>															
		9	2	3	0	8	8	8	10	9	15	1	2		75



January 21, 2016

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: Parks Public Washroom Contract

Background Information:

The Parks Public Washroom Contract is tendered every three (3) years. The successful candidate is responsible for all labour, materials and equipment necessary for the execution of works as specified; washroom cleaning, opening, closing, garbage pickup and beach raking at Keewatin Beach, Norman Park, Garrow Beach and Park, Portage Bay Recreational Area, Millennium Ball Park, Co-op Ball Fields, Kenora Central Park, Beatty Park. New to the 2016-2017-2018 Contract is the addition of the Lake of the Woods Cemetery, bringing the total number of locations to nine (9). The Tender, which was advertised in the local paper and posted on the Kenora website, closed on January 21st, 2016 with the following three (3) submissions received:

New System Building & Property Services Ltd.	\$21,097.00 / yr.	\$63,291.00 + HST
Maid to Order	\$28,166.00 / yr.	\$84,498.00 + HST total
Reliable Cleaning Services	\$56,683.00 (2016) \$56,518.00 (2017) \$57,366.00 (2018)	\$169,587.00 + HST

The previous three year contract 2012-2013-2014, and 2015 extension of contract, was in the amount of \$23,764.00 per year, HST extra. Even with the addition of the Cemetery there will be annual reduction of cost in the amount of \$2,667.00 + HST by accepting the lowest bid received from New System Building and Property Services Ltd.

Resolution for Council:

That three (3) Tenders for the Parks Public Washroom Contract to provide all labour, materials and equipment necessary for the execution of works for the period 2016 -2018, as specified, be hereby received; and further

That the lowest submission from New System Building & Property Services Ltd., in the amount of \$63,291.00 + HST (\$21,097.00 + HST, per year), be hereby accepted.

Briefing By: Richard Perchuk, Operations Manager

Bylaw Required: No



PROCLAMATION

By Virtue of Authority

Vested in me

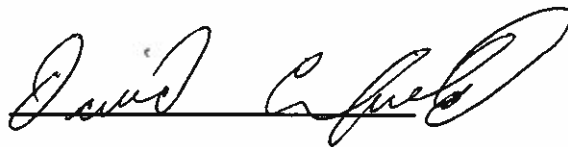
I hereby proclaim

March 2014

As Red Cross Month in and for the City of Kenora and
request its observance as such by our citizens.

Proclaimed at the City of Kenora

this 18th day of February, 2014



His Worship Mayor David S. Canfield

