



AGENDA

Regular Meeting of Council of the City of Kenora

**Tuesday, January 17, 2017
12:00 p.m.
City Hall Council Chambers**

1. Call to Order

2. Blessing – Councillor Roussin

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:

- Council intends to give three readings to a new Rules and Regulations for the Care and Control of the Lake of the Woods Cemetery
- Council intends to give three readings to a Memorandum of Understanding between the City of Kenora and the Kenora Masonic Temple Corporation regarding the placement of a private columbarium at the Lake of the Woods Cemetery
- Council intends to amend its 2016 Operating & Capital Budget to withdraw funds from the Tax Write off Reserve
- Council intends to adopt a by-law to rename McQuillan Street to Kroppy's Lane
- Council intends to execute a Memorandum of Understanding between the City of Kenora and the Kenora Masonic Temple Corporation regarding the placement of a private columbarium at the Lake of the Woods Cemetery

4. Declaration of Pecuniary Interest and the General Nature Thereof

The Mayor will ask if any Member of Council has any Declarations of Pecuniary Interest and the General Nature Thereof pertaining to any items as follows:

- i) On today's agenda or from a previous meeting;
- ii) From a meeting at which a Member was not in Attendance

5. Confirmation of Previous Council Minutes

- Regular Council - December 20, 2016

6. Presentations/Deputations

Approximately five (5) minutes per person/group.

7. Additions to Agenda (urgent only)

8. Appointments

- A member will be appointed to the Environmental Advisory Committee Appointment
- A member will be appointed to the Kenora Urban Trails Appointment

9. Reports from Committee of the Whole

9.1 Corporate Services & Strategic Initiatives

- Asset Management Policy
- Garrow Park Exterior Fitness Tax Receipts
- Imagination Library Grant Application
- Minutes of Settlement
- NWHU Anti Contraband Campaign

9.2 Fire & Emergency Services

- No Reports

9.3 Operations & Infrastructure

- Rename McQuillan Street to Kroppy's Lane
- Traffic Amendment – Birchwood Road & Crescent Stop Sign

9.4 Community & Development Services

- Cemetery Rules & Regulations Revision
- Coney Island Park Contract Extension
- Garrow Park Exterior Fitness Support
- Garrow Park Exterior Fitness Agreement
- Private Columbarium MOU – Kenora Masonic Temple Corporation
- Path of the Paddle Agreement Amendment for Trailhead Signs
- Execute a Purchase Agreement for the Kenora Shoppers Mall Property
- 'Push for Change' Event Sponsorship
- Anicinabe Park Stage Naming Rights
- D14-16-05 Temporary Emergency Shelter Zoning Amendment Application
- D14-16-06 1 Seventh Street South Zoning Amendment Application

10. Housekeeping Resolutions

- OSRCF Project application
- CIP Expansion – Contract Execution
- Dedicated Gas Tax Funds for Public Transportation Program Agreement
- 2016 Fire & Emergency Services 4th Quarter Summary
- Provincial Fire Department Funding for Infrastructure
- Various Committee Minutes
- Water Wastewater Systems Monthly Summary

11. Tenders

- None

12. By-laws

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

- Asset Management Policy
- Minutes of Settlement Budget Amendment
- Rename McQuillan Street to Kroppy's Lane
- Traffic Amendment – Birchwood Road & Crescent Stop Sign
- Cemetery Rules & Regulations Revision
- Coney Island Park Contract Extension
- Garrow Park Exterior Fitness Agreement
- Private Columbarium MOU – Kenora Masonic Temple Corporation
- Path of the Paddle Agreement Amendment for Trailhead Signs
- Execute a Purchase Agreement for the Kenora Shoppers Mall Property
- Anicinabe Park Stage Naming Rights
- D14-16-05 Temporary Emergency Shelter Zoning Amendment Application
- D14-16-06 1 Seventh Street South Zoning Amendment Application
- Dedicated Gas Tax Funds for Public Transportation Program Agreement

13. Notices of Motion

14. Proclamations

- Action Against Poverty Week
- Eating Disorder Awareness Week

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 (1 matter)
- ii) Labour Relations (1 matter)

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**.



January 12, 2016

City Council Committee Report

To: Mayor and Council

**Fr: Adam Smith, Special Projects and Research Officer
Casey Pyykka, Community Program Liaison
Crystal Stokes, Aquatic Facilitator**

Re: Project Selection for Ontario Sport and Recreation Communities Fund

Recommendation:

Whereas the Ministry of Tourism, Culture and Sport's Ontario Sport and Recreation Communities fund (OSRCF) is a short-term, cost-sharing, funding program available for projects that address community need and promote physical activity in the community sport and recreation sector; and

Whereas municipalities are eligible under the Ontario Sport and Recreation Communities Fund with program goals to increase opportunities for participation in physical activity and embed physical literacy throughout sport and recreation as a foundation for lifelong physical activity and to increase the capacity of the sport and recreation sector to deliver quality sport and recreation programming; and

Whereas the Ontario Sport and Recreation Communities Fund application period ends on February 1st;

Now, therefore let it be resolved that Council direct staff to apply under the Ontario Sport and Recreation Communities Fund to provide Aquamat fitness programming at the Kenora Recreation Centre.

Background:

The Ontario Sport and Recreation Communities Fund (OSRCF) is a grant program that supports a vision of getting and keeping Ontarians active in community sport, recreation and physical activity. The goals of the program include:

- Increasing opportunities for physical activity in sport and recreation by developing new programs or increasing access to existing programs to encourage individuals to become more active and keep those who are, engaged throughout their lives.
- To embed physical literacy as a foundation for lifelong physical activity among individuals enabling them to make healthier activity choices
- Strengthen the community sport and recreation sector by providing training in areas such as coaching, youth development, and volunteer development to provide enhanced service and quality programming.

Through the support of projects that deliver high-quality programs and policies, the OSRCF provides Ontarians with more opportunities to become physically active, including groups who experience barriers to participating and those who are traditionally less active.

The OSCRF offers 80 percent funding for successful projects with a minimum 10 percent cash contribution from the applicant.

Aquamats Fitness

To support aqua fitness classes in high intensity interval training, Pilates, yoga and Zumba, the Recreation Centre would like to purchase Aquamats. Sessions will be in 8 week blocks and aligns with three stages of the Long-Term Athlete Development Continuum. The programming will also target two objectives of the grant including the development of physical literacy skills and enhancing outreach and engagement with communities to meet their identified needs.

The possibility of an Aquamat fitness program has been met with a positive reaction from the community. An informational post about Aquamats on Facebook reached 1961 people with 36 likes. The second post on potential class times reached 6,321 people and gathered 53 likes. Both posts were accompanied by positive commentary from the public.

Budget:

The purchase of Aquamats is anticipated to cost \$10,500 and has been included for Council consideration in the 2017 draft budget. In the absence of OSCRF funding, the City will need to consider other funding sources.

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

Strategic Plan or other Guiding Document:

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

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



December 21, 2016

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: Community Improvement Plan Expansion – Contract Execution

Background Information:

An agreement was reached between the Corporation of the City of Kenora and MMM Group Limited for the provision of planning services for the term of December 12, 2016 to March 15, 2017 in the amount of \$14,195 plus HST. The agreement is now ready for execution by bylaw.

The City of Kenora received funding from the Northern Communities Investment Readiness Program (NCIR) to undertake expansion to two existing Community Improvement Plans for the Harbourn Centre and Former Mill Site.

In November 2016, the City undertook a competitive process to engage a consultant to complete the work. On December 1, 2016, four bids were opened and reviewed. The Steering Committee consisting of the City Planner, Planning Assistant, and Economic Development Officer evaluated the proposals based on a weighted matrix of experience; methodology; understanding of objectives and timing and cost. The total submitted costs for the project ranged from \$12,390.18 to \$44,221.64. Upon evaluation, the Steering Committee selected MMM Group Limited who proposed a total cost of \$14,195.

MMM Group Limited submitted the second lowest bid. Steering Committee selected MMM Group Limited based on the demonstrated experience of the proponent in delivering Community Improvement Plans; corporate knowledge of the group and previous performance of the supplier.

Resolution for Council:

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and MMM Group Limited for the provision of planning services and further

That the CAO be authorized to execute this agreement.

Budget: \$14,195 plus HST – 75 percent funding from NCIR – City of Kenora commitment has been allocated in 2016 planning budget.

Communication Plan/Notice By-law Requirements: Community & Development Services – Planning, Economic Development – Lake of the Woods Development Commission

Strategic Plan or Other Guiding Document:

2-4 The City will act as the catalyst for continuous improvements to the public realm

2-6 The City will support the development of a diverse range of housing types with an emphasis on affordable options for families, senior and individuals in need of transitional and emergency housing

Briefing By: Megan Dokuchie, Economic Development Officer

Bylaw Required: Yes



December 15, 2016

City Council Committee Report

To: Mayor & Council

Fr: Charlotte Edie, Treasurer

Re: Dedicated Gas Tax Funds for Public Transportation Program

Recommendation:

That Council gives three readings to a by-law to authorize the execution of a letter of agreement between the Corporation of the City of Kenora and the Ministry of Transportation with respect to the Dedicated Gas Tax Funds for Public Transportation Program for 2016-2017; and further

That the Mayor and Treasurer be authorized to enter into the agreement.

Background:

As of October 2004, the Province provided 1 cent/litre of gas tax funds to Ontario municipalities, increasing as of October 2005 to 1.5 cents/litre, and since October 2006 has consistently provided 2 cents/litre annually. In 2013 the Province made a commitment to make Gas Tax funding permanent. The City of Kenora will be eligible to receive an allocation of \$148,031 for this program year. The City received \$147,694 for the previous full year agreement.

The purpose of the Program is to provide dedicated gas tax funds to municipalities to ensure that local public transportation services continue, and to increase overall ridership through the expansion of public transportation capital infrastructure and levels of service. To be eligible to receive dedicated gas tax funds a municipality must contribute financially towards their public transportation services. A municipality receiving dedicated gas tax funds must ensure that all funds received are used exclusively towards the provision of public transportation services and, unless otherwise approved by the Ministry, disbursement of dedicated gas tax funds must be net of any rebate, credit or refund, for which it has received, will receive, or is eligible to receive.

The Ministry is requesting a signed letter of agreement along with a by-law to authorize this program.

Budget:

There is no expected budget impact as a result of this program. Gas tax revenues are intended to support increased municipal public transportation expenditures and not to reduce or replace current levels of municipal public transportation funding.

Communication Plan/Notice By-law Requirements: Required bylaw

Strategic Plan or other Guiding Document: Administrative Nature



December 31, 2016

Housekeeping Council Briefing

Agenda Item Title: 2016 Fire and Emergency Services 4rd Quarter Summary

Background Information:

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

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

Period: October 1st, 2016 to December 31st, 2016.

Emergency Responses

The 4th Quarter of 2016 has been a busy quarter with CKFES responded to a total of 169 emergency responses compared to 128 emergency responses during the previous quarter. During 2016, CKFES have responded to 477 emergency calls compared to 483 emergency calls during the 2015 operating year.

During the 4th Quarter fire personnel responded to the follow emergency responses:

1. Fire Related: 24 calls including one major incidents at the Rabbit Lake Trailer Park, and two minor at Heenan Place Apartments and Kenora Forest Products. OFMEM was contacted for the Rabbit Lake incident.
2. Fire Alarm, Smoke Alarm or Carbon Monoxide Detector Related: 69 alarms calls were up this quarter because of the start of the heating season.
3. Emergency Medical Response: 31
4. Police Assistance: 3
5. Water Ice Rescue: 2
6. Elevator Rescue: 2
7. Burning Complaints: 6
8. Natural Gas: 5 – including two gas line ruptures.
9. Motor Vehicle Collisions: 23 incidents on local roads and area highways, 7 incidents occurred on surrounding Ministry of Transportation (MTO) controlled highways resulting in \$4,087.80 cost recovery through the MTO Highway Invoicing Program. In 2016, a total of \$17,787.80 has been recovered through the MTO program.
10. Other: 4 calls including a gasoline leak, human perceived emergencies and rescue for individual trapped hand in snow plow pulley system.

2016 Emergency Incident Summary

- Fire Related: 26%
- Fire Alarm, Smoke Alarm or Carbon Monoxide Detector Related: 30%
- Emergency Medical Response: 13%
- Motor Vehicle Collisions: 9%
- Burning Complaints: 7%
- Other: 15% - Police Assistance, Water Ice Rescue, Elevator Rescue, Natural Gas, Fuel Spills, Propane Tanks, Smoke Reports

First Nations Emergency Response Agreements

The CKFES responded to no emergency calls during this quarter to local First Nations. In 2016, \$ 20,475.00 has been invoiced for fire protection services.

Fire Inspections

The CKFES continues to be proactive in administering the Ontario Fire Code through our Fire Inspection Program, completing 29 fire code inspections during 2016. There were 9 inspections performed during this quarter. CKFES are working closely with building owners in becoming compliant to the Ontario Fire Code.

Vulnerable Occupancy Program

In Ontario, owners of a care homes, care and treatment homes and retirement homes are legislated to update their Fire Safety Plan and, prepare and perform annual fire drill scenarios. These fire drills must be preapproved and monitored by the Chief Fire Official.

The City of Kenora has four homes that meet these requirements and the CKFES works closely with them to ensure they meet their annual legislated requirements.

Captain Larry Cottam, worked with Birchwood Terrace Nursing Home over a 2 day period delivering vulnerable occupancy training to staff. This training is in preparation for their annual manual fire drill. The fire drill occurred on December 14th with excellent results.

All legislated vulnerable occupancy fire plans and fire drills have been completed for 2016.

Fire Prevention and Life Safety Education Program

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

During this quarter, fire personnel have completed the following:

1. Fire Safety Plan Approvals: 6
2. Hall Tours: 5 individuals and groups.
3. Fire Prevention Night 11th with new Fire Safety House, hall and truck tours, kid's fire fighter challenge and maze, using fire hoses and fire prevention booth.
4. Miracle Marathon – presentation and Christmas Safety messaging.
5. Assisted with the Stuff A Cruiser Miracle Marathon at Walmart.
6. Assisted with Halloween Safety Program at Central Community Club
7. School Prevention Presentations: 4 including Evergreen Schools and St. Thomas Aquinas High School.
8. Day Care Prevention – Kenora Anishinaabe Kweg head Start Program.

9. Bullex Fire Extinguisher Training Program: Birchwood Terrace, Kenora Anishinaabe Kweg, Henessy Terrace
10. Media: Fire Prevention Week Announcements, including City Wide promotions on internal televisions, radio interviews concerning
11. CKFES FACEBOOK page – fire safety information, messaging and fire department information. The page was established on June 6th, 2016 and has proven to be a very useful tool to educate and inform the public. To date the following people have been reached:

Initial start-up week - 819 people reached
To Date - 149 People Signed up.

People Reached on Postings

Opening Day - 145
Valley View School and SMB School Visits – 475
Alarm for Life - 132
Don't Leave Your Pets in a Car - 433
OPP Summer Kids Camp - 455
Move Over for Emergency Vehicles - 564
Stuff a Boat - 385
Family Safety Night - 310
Rotary Club Birthday - 468
Carbon Monoxide Week - 355
Most Recent - Car Seat Clinic 777 People Reached

Training

1. Pumper Truck Operations
2. Fire Ground Size Up
3. Radio Training and Protocols and Scenarios
4. Rapid Intervention Team (rescue) Training
5. Self-Contained Breathing Apparatus – Air Management Training and Fitness Course.
6. Five member attended NFPA 1041, Fire Code Part 2 (Fire Safety) and Part 6 (Fire Equipment) this training forms part of the Fire Inspectors Certification.
7. Public and Fire Life Safety Educator, Level 2 - Kris Tivy and Terry McLeod attended the course in Thunder Bay during Fire Con 2016 and have received their NFPA 1035 Level II Certification. In addition, 5 members received their NFPA 1035 Level I certification during 2016.

Other

1. Monthly Chief Fire Officer Meetings
2. Monthly Health and Safety Meetings
3. Chief attended the Kenora Substance Abuse and Mental Health Annual General Meeting on November 23rd.
4. Chief attended the Central Fire and Ambulance Communications Centre Advisory Team meeting on December 7th, 2016
5. COOP Students: two excellent students in 2016 program.
 - a. Austen Holmstrom - St. Thomas Aquinas High School
 - b. Liam Isfeldt - Beaver Brae High School

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

Resolution for Council:

That Council hereby accepts the 2016 Fourth Quarter Summary Report from the Kenora Fire and Emergency Services Department for the period of October 1 to December 31, 2016.

Briefing By: Todd Skene, Fire & Emergency Services Manager

Bylaw Required: No



December 21, 2016

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: Fire Department Service Funding for Infrastructure

Background Information:

With the demanding everyday requirements on today's fire service and the ever changing legislation in Ontario on how municipalities deliver their mandatory fire requirements, has come the ever increasing costs of equipment, training and personnel.

These demands on fire department infrastructure has greatly increased the fiscal demands on municipalities to provide these mandatory responsibilities, and currently there are no funding opportunities available from Provincial and Federal Governments for equipment, maintenance, operating or capital requirements.

And, in support of other Ontario municipalities who have passed similar resolutions to included fire department infrastructure as part of the Provincial Governments Infrastructure Strategy to Move Ontario Forward.

Resolution for Council:

Whereas the Ontario Fire Protection and Prevention Act, 1997, legislates that fire prevention, public education and fire protection services are a mandatory municipal responsibility; and

Whereas there are a total of 449 Fire Departments operating in the province comprised of 32 Full-Time Departments, 191 Composite Departments and 226 Volunteer Departments with 11,376 Full-Time Firefighters, 19,347 Volunteer Firefighters and 343 Part-Time Firefighters staffing these departments; and

Whereas the fire service represents a significant percentage of small, rural and northern municipalities managed' capital assets; and

Whereas the Municipal Fire Department and associated assets represents critical municipal infrastructure; and

Whereas there are currently no funding opportunities available from the Provincial and federal Government for the equipment, training, maintenance, operating or capital requirements of local fire departments;

Now Therefore Be It Resolved that the Corporation of the City of Kenora hereby petition the Provincial Government to recognize the municipal fire service as a critical infrastructure by including funding for Fire Department infrastructure as part of the Provincial Governments' Infrastructure Strategy to Move Ontario Forward ; and further

That a copy of this resolution be forwarded to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable Michael Mantha, Minister of Economic Development, Employment and Infrastructure, Bob Nault, MP Kenora, Sarah Campbell, MPP for Kenora-Rainy River,

Northwestern Ontario Municipal Association (NOMA), the Association of Municipalities of Ontario (AMO) and all Ontario Municipalities.

Briefing By: Todd Skene, Manager of Fire & Emergency Services

Bylaw Required: No

P.O. BOX 370
68 FRONT STREET
HORNEPAYNE, ONTARIO
P0M 1Z0



TELEPHONE 807-868-2020
FAX No. 1-807-868-2787

December 14, 2016

Honourable Kathleen Wynne, Premier
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Dear Honourable Premier:

Please find enclosed a true certified copy of resolution No. 12928 requesting that the Provincial Government recognizes Municipal Fire Service as critical infrastructure by including funding for Fire Department infrastructure as part of the Provincial Governments Infrastructure Strategy to Move Ontario Forward.

Your favourable consideration and support of this resolution would be greatly appreciated.

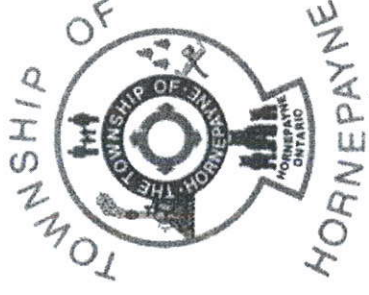
Yours truly,

Gail Jaremy
CAO/Clerk
Township of Hornepayne
GEJ/sd

c.c.: Minister of Economic Development, Employment and Infrastructure
MPP Algoma-Manitoulin, Michael Mantha
Association of Municipalities of Ontario
Federation of Northern Ontario Municipalities
Rural Ontario Municipality Association
Township of McKellar
All Ontario Municipalities via email

Encl.

The Corporation of the Township of Hornepayne
68 Front Street, PO Box 370
Hornepayne, Ontario
P0M 1Z0



COUNCIL RESOLUTION

MOVED BY: *C. Fort* signature NO. 12028

SECONDED BY: *W. Forster* signature DATE: DEC 07 2016

WHEREAS the Fire Protection and Prevention Act, 1997, legislates that fire prevention, public education and fire protection services are a mandatory municipal responsibility; and,

WHEREAS there are a total of 449 Fire Departments operating in the province comprised of 32 Full-Time Departments, 191 Composite Departments and 226 Volunteer Departments with 11,376 Full-Time Firefighters, 19,347 Volunteer Firefighters and 343 Part-Time Firefighters staffing these departments; and,

WHEREAS the fire service represents a significant percentage of small, rural and northern municipalities' managed capital assets; and,

WHEREAS the Municipal Fire Department and associated assets represent critical municipal infrastructure; and

WHEREAS there are currently no funding opportunities available from the Provincial or the Federal Government for the equipment, training, maintenance, operating or capital requirements of local fire departments;

NOW THEREFORE BE IT RESOLVED that the Council of the Corporation of the Township of Hornepayne hereby petition the Provincial Government to recognize the municipal fire service as critical infrastructure by including funding for Fire Department infrastructure as part of the Provincial Government's Infrastructure Strategy to Move Ontario Forward;

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Premier of Ontario, the Minister of Economic Development, Employment and Infrastructure, Michael Mantha, MPP for Algoma-Manitoulin, the Association of Municipalities of Ontario (AMO), the Federation of Northern Ontario Municipalities (FONOM), the Rural Ontario Municipal Association (ROMA) and all Ontario municipalities.

Carried Defeated Deferred
W. Forster
signature of presiding officer

RECORDED VOTE:

Councillor Cheryl Fort
Councillor Willy Liebigt
Councillor Drago Stefanic
Councillor Paul Stewart
Mayor Morley Forster

Gail Jaremy, CAO/Clerk for the Corporation of the Township of Hornepayne
YES **NO**
do certify that this document is a true copy of:

Resolution: 12028 By-Law: _____

Other: _____

This 6th day of December, 20 2016
Gail Jaremy
CAO/Clerk *W. Forster*

Disclosure of pecuniary interest and the general nature thereof.
Township of Hornepayne

(Name) _____ (Name) _____

Disclosed the pecuniary interest and the general nature thereof and abstained from the discussion, vote and influence.

(Clerk)



December 28, 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:

- December 1 – Environmental Advisory Committee
- December 15 – Lake of the Woods Museum Board
- December 15 – Heritage Kenora Committee; and

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

- October 13 – Kenora District Services Board
- October 25 – District of Kenora Home for the Aged Board of Management
- November 15 – Planning Advisory Committee; and further

That these Minutes be circulated and ordered filed.

Briefing By: Heather Lajeunesse, Deputy Clerk

Bylaw Required: No



December 12, 2016

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: 2016 Water & Wastewater Systems Monthly Summary Report – November

Background Information:

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

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

The Operations and Infrastructure Department recommends that Council accept the 2016 Water and Wastewater Systems Monthly Summary Report for November.

Resolution for Council:

That Council of the City of Kenora hereby accepts the November 2016 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by City administration.

Briefing By: Jeff Hawley, Operations & Infrastructure Manager

Bylaw Required: No

CITY OF KENORA

**Monthly Summary Report
Water & Wastewater Systems**

November 2016

Prepared by: Biman Paudel, Water & Wastewater Division Lead
Ryan Peterson, ORO, Water Treatment Plant
Ray Hanstead, ORO, Wastewater Treatment Plant

1.0 Introduction

This report contains the major maintenance activities and operational events that occurred during the month of November 2016 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:

- Nov 7th
- Nov 14th
- Nov 21st
- Nov 28th

All samples tested were within the allowable parameters.

2.3 Maintenance

- Changed oil in sludge pump.
- Re-plumbed caustic vent line.
- Fine tuning on Pine Portage VFD parameters.
- Replaced leaking unions on caustic transfer line.
- Replaced alum peristaltic pump tube.
- Adjusted belt tension and added oil to vacuum blowers.

2.4 Training

All operators attended three training courses provided by WWOTC. The courses were Buried Utility Locating, Winter Wise, and Adverse Water Quality Response.

2.5 Water Quality Complaints

There were no water quality complaints in the month of November.

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 and Wastewater Collection System

3.1 Maintenance

3.1.1. Water Distribution

- November 2 - Repaired broken service at: Site 59 Anicinabe Park.
- November 3 - Dug and repaired curb box at: 223 Minto Drive.
- November 7 - Repaired hydrant at: 26 Birchwood Crescent.
- November 9 - Dug and repaired curb box at: 516 Third Street North.
- November 29 - Dug and repaired service line at: 426 Third Street South.
- November 30 - Dug and repaired curb box at: 8 Kay Street.

3.1.2. Wastewater Collection

- November 3 - Rodded plugged sewer at: 1507 Valley Drive.
- November 5 - Replaced Grinder Pump at: 35 Birchwood Crescent.
- November 7 - Replaced Grinder Pump at: 26 Birchwood Crescent.
- November 9 - Flushed plugged sewer main at: the intersection of Sixth Street North and Eighteenth Avenue North.
 - Replaced grinder pump at: 212 Rabbit Lake Road.
- November 10 - Dug and repaired sewer service at: 140 Minto Crescent.
- November 12 - Flushed and rodded plugged sewers at: 470 First Avenue South (Clarion Hotel).
 - Flushed and rodded plugged sewers at: 629 Fourth Avenue South.
- November 15 - Rodded plugged sewer at: 206 Second Street South (Dino's Restaurant).
- November 17 - Replaced grinder pump at: 43 Birchwood Crescent.
- November 22 - Replaced grinder pump at: 36 Birchwood Crescent.

3.1.3. **Water Thaws:**

	November 2015	November 2016
City	0	0
Private	0	0

3.2 Training

- November 14 -15 - All staff attended WWOTC training on “Buried Utility Locating”.
- November 16 -17 - All staff attended WWOTC training on “Winter Wise: the Cold Hard Facts about Distribution System”.
- November 21-22 - All staff except Dwayne German attended WWOTC training on “Lift Stations Operation and Maintenance”.
- November 23 - 24 - All staff except Dwayne German attended WWOTC training on “Adverse Quality Response”.
- Ray Lindquist attended one day training on “Cultural Sensitivity” provided by Seven Generations.
- Biman Paudel and Darryl Paterick attended “Forum North – Partners in Prevention Conference” in Thunder Bay.

3.3 Water Quality Complaints

There were no customer complaints reported to the Water Treatment Plant for the month of November.

3.4 Boil Water Advisory(s) - 2016

Date and Location:

There were no Boil Water Advisories reported for the month November.

3.5 Other Information

- Received MOECC’s 2016-2017 Final Inspection Report for the Kenora Drinking Water System.

4.0 Wastewater Treatment Plant

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 November 23rd, 2016 - Results: (also Sludge Cake Metal Analysis).
- Total BOD (biological oxygen demand) Raw Sewage: 140 [mg/L]
 - Total BOD Final Effluent: 7.5 [mg/L] - limit is 25 [mg/L].
 - Total Suspended Solids Raw Sewage: 255 [mg/ L]
 - Total Suspended Solids Final Effluent: 6.0 [mg/ L] - limit is 25 [mg/L]
- 4.2.2. Weekly Final Effluent Bacti Samples sent to ALS Laboratory on November 2, 9, 16, 23, 30th, 2016 - Results: Organisms/100 ml
- Geometric Means from samples in November: 14.6 organisms/100mL.
 - 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 14.6 organisms/100 mL, which is well within the limit of 200 organisms/mL. Plant reduction of BOD is 95% and the Plant reduction of suspended solids is 98%.

4.3 Maintenance

- 4.3.1. Sludge Press maintenance.
- 4.3.2. U.V. Bank B quartz sleeves and bulbs replaced (96).
- 4.3.3. Electrician repair polymer alarm to SCADA system..
- 4.3.4. New polymer pumps installed.
- 4.3.5. Replace ballast on U.V. system.
- 4.3.6. Raw Sewage Bypass sluice gate isolated for repair.
- 4.3.7. Power and Mine repaired raw sewage bypass sluice gate, now operational.
- 4.3.8. 700 building – maintenance.
- 4.3.9. Shelving replaced in 500 building by City carpenter .
- 4.3.10. Gear reduction unit on north screw pump replaced.
- 4.3.11. 100 h.p. electric motor replaced on north screw pump with rebuilt motor.

4.4 Training

- 4.4.1. Health and Safety Policy reviewed with staff.
- 4.4.2. WWOTC Training on “Lift Stations Operation and Maintenance”.

4.5 Other Information

November 3rd, 2016 - Workplace Health & Safety inspection completed. Sharen McDowall and Heather Stewart attended.



PROCLAMATION

By Virtue of Authority

Vested in me

I Hereby Proclaim

February 12-18, 2017

As **“Week of Action Against Poverty”**

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

Proclaimed at the City of Kenora

this 17th day of January, 2017



His Worship Mayor David S. Canfield





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

Eating Disorder Awareness Week (EDAW) February 1-7, 2017

Whereas eating disorders have the highest mortality rate among all psychiatric illnesses and can develop in anyone, regardless of age, ethno-racial background, socioeconomic status, gender or ability; and

Whereas stigma, secrecy and stereotypes still surround eating disorders, causing many people who are suffering to refrain from seeking help; and

Whereas open supportive dialogue can help break the shame and silence that affect nearly 1 million Canadians living with diagnosable eating disorders and the millions of others who are struggling with food and weight preoccupation; and

Whereas EDAW seeks to raise awareness of eating disorders, shed light on dangerous and pervasive myths, and promote prevention and it is also a time of year for Canadians to learn about available resources and appropriate services for themselves and/or loved ones; and

Whereas The National Eating Disorder Information Centre (NEDIC) is Canada's only national organization dedicated to helping those with eating disorders, food and weight preoccupation and related issues and NEDIC provides information, education, resources and referrals to individuals with eating disorders, their families, friends and health care professionals;

Now Therefore, I, David S. Canfield, Mayor for the City of Kenora, do hereby proclaim February 1-7, 2017 as **Eating Disorder Awareness Week (EDAW)** in and for the City of Kenora.

Proclaimed at the City of Kenora this 17th day of January, 2017

Mayor David S. Canfield