



AGENDA

Regular Meeting of Council of the City of Kenora

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

1. Call to Order

2. Blessing – Councillor Reynard

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:

- Adopt a new Tariff of Fees and Charges By-Law to add storage rental fees for the Kenora Recreation Centre
- Amend the 2017 Capital Budget to commit funds from the Roads Reserve in the amount of \$200,000 to the maintenance of 5 bridges
- Amend the 2017 Operating & Capital Budget to withdraw funds from the Storm Sewer Reserve in the amount of \$70,000 to offset the cost of this additional work
- Adopt Council's 2018 Meeting Calendar

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 – September 12, 2017
- Special Council – September 25, 2017

6. Presentations/Deputations

Approximately five (5) minutes per person/group.

7. Additions to Agenda (urgent only)

8. Appointments

- Two members will be appointed to the Lake of the Woods Development Commission
- A member will be appointed Kenora Urban Trails Committee

9. Reports from Committee of the Whole

9.1 Business Administration

- August 2017 Financial Statements
- 2017 Bridge Maintenance Unusual Spending Budget Amendment
- 2018 Council Meeting Calendar

9.2 Fire & Emergency Services

- No Reports

9.3 Operations & Infrastructure

- CWWF 9th Street North Budget Amendment
- Dufresne Island Special Service Bylaw
- LAS Electric Truck Pilot Program
- Traffic Amendment – Rate of Speed – Hidden Trail Road

9.4 Community & Development Services

- OTF Capital Investment Stream Application
- Kenora Recreation Centre Concession Operation Agreement
- Kenora Recreation Centre Storage Fees
- Set Fines for Building and Zoning

10. Housekeeping Resolutions

- Kenora Fire 3rd Quarter Report
- MDB Insight Agreement for the Local Services Analysis project
- Municipal Energy Plan Funding Agreement
- Northern Development and Mines Agreement for an Investment Readiness Assessment
- Traffic Regulation Amendment for Nash Street Changes
- Various Committee Minutes
- Water & Wastewater Monthly Summary – August 2017

11. Tenders

- 2017/2018 Snow Plow Tender
- Wayfinding Signage

12. By-laws

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

- Confirmatory
- 2017 Bridge Maintenance Unusual Spending Budget Amendment
- CWWF 9th Street North Budget Amendment
- Dufresne Island Special Service Bylaw
- Traffic Amendment – Rate of Speed – Hidden Trail Road
- Kenora Recreation Centre Concession Operation Agreement
- Kenora Recreation Centre Storage Fees
- MDB Insight Agreement for the Local Services Analysis project

- Municipal Energy Plan Funding Agreement
- Northern Development and Mines Agreement for an Investment Readiness Assessment
- Traffic Regulation Amendment for Nash Street Changes
- Budget Amendment Crawford Road Lift Station Rehab

13. Notices of Motion

14. Proclamations

- Veteran's Week – November 5-11th

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 (2 matters)

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**.

October 2, 2017

Housekeeping Council Briefing

Agenda Item Title: 2017 Fire and Emergency Services Third Quarter Summary Report

Background Information:

The City of Kenora Fire and Emergency Services (KFES) 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: July 1st, 2017 to September 30th, 2017.

Emergency Responses

During this quarter, Kenora Fire and Emergency Services responded to a total of 150 emergency calls compared to 102 emergency responses during the previous quarter.

During this Quarter fire personnel responded to the follow emergency responses:

1. Fire Related: 33 calls including a 3rd story balcony fire at Parkview Apts, single cabin fire at Gayle's Motel, small fire Valley Drive, attic fire Lakeside Apts., a small electrical fire in Kenora Court House, power line fires and arcing and two vehicle fires.
2. Fire Alarm, Smoke Alarm or Carbon Monoxide Detector Related: 44 alarm calls including several carbon monoxide calls, fire alarm activations and 5 intentionally pulled fire alarms.
3. Emergency Medical Response: 38
4. Elevator Rescue: 2
5. Natural Gas: 2
6. Motor Vehicle Collisions: 20 incidents on local roads and area highways. This quarter has been another extremely busy quarter. It is notable that 13 or 65% of these collisions involved single vehicles. These collisions, in most cases, were as a result of cell phones use while driving or driving while fatigued and falling asleep.
7. Fuel Spill: 2
8. Other: 9 calls including a gasoline leak, person threatening to jump from bridge, drowning in Keewatin, water rescue and hydro emergencies.

First Nations Emergency Response Agreements

The CKFES responded to two emergency calls during this quarter to local First Nation partners. Both incidents were for vehicle collisions.

Fire Inspections

The CKFES continues to be proactive in administering the Ontario Fire Code through our Fire Inspection Program, completing 12 fire code inspections 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.

During the next quarter Hennessy Terrace and the Lake of the Woods District Hospital are scheduled for inspections and fire drill scenarios.

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 including KACL and Kenricia Hotel
2. Hall Tours: 7 family tours.
3. Kid Zone Tour
4. Awesome Kid Adventure Summer Program - Hall Tour
5. Kenora Urban Adventure Camp – Hall Tour
6. Minto Summerfest – public education and truck tour
7. Keewatin Public School – Touch a Truck Fund Raiser
8. Harbourfest - Fire Safety Talk and extinguisher demo.
9. Summer Day Care Tour - Hall Tour
10. Family Safety Day on September 12th - prevention materials, fire safety inflatable house, kids maze and Jr. Firefighter challenge.
11. Anishinaabe Kweg head Start - Fire Safety talk
12. TA High School What s Cooking program
13. Media: Q104 - Summer Fire Safety, Distracted Driving and Fall Fire Safety, Q104
14. City Communications Specialist: CKFES has partnered with our Communications Specialist in getting fire safety messages out to our employees through, inter office email, televisions throughout the city and the Cities Facebook page. This process is proving to be very effective in delivering fire safety messaging out to City staff.
15. CKFES continues to utilize our FACEBOOK page for fire safety information, messaging and fire department information.
16. Up Coming - Fire Prevention Week October 9 to 14.
17. Fire Drills completed at Public Works, Canada Games Athlete Villages, 7 Generations Institute and the Ontario provincial Building on Robertson Street.

Firefighter Training

1. Pumper Operations
2. Water Supply and Water Shuttle
3. Home Station Training
4. Vehicle Auto Extrication Training at Godbout Auto.
5. Airport Training.
6. Inspector 1 – Training in Fort Francis 3 career firefighters attended.
7. FireCon 2017 – 8 firefighters attended, training included, firefighter survival, search and rescue, basic and advanced auto extrication, big rig auto extrication, MNRF wildfire and leadership.

Fire Inspector Certification Courses

The City of Kenora currently does not have any certified Fire Inspectors that are trained to perform Fire Code inspection. As part of delivering a better more comprehensive fire inspection and enforcement program, several career firefighters are working to obtain their National Fire Protection Association (NFPA) certification. The Fire Inspector Certification program consist of 6 separate courses that are offered through the Ontario Fire College.

Recent and future courses are:

1. Ontario Fire College Fire Code Parts 2 and 4 Course. – April, Kenora
2. Court Room Procedures Course - June in Kenora
3. Provincial Offences Act Part 1 and Entry Warrant Training - Thunder Bay
4. Inspector 1 Course – 3 firefighter and Chief attended Fort Francis
5. Inspector 1 Course – November 20 to 24th
6. Hazardous Materials – December 2017 (On line)
7. Fire Code Part 9 – May 2018

Other

1. Monthly Chief Fire Officer Meetings
2. Monthly Health and Safety Meetings
3. Firefighters volunteered their time for the Stuff a Boat Challenge at Safeway. All donations of food and funds went to St. Albans Church food table.
4. KFES worked closely with Canada Summer Games organizers in developing Fire Safety Plans for Athlete Villages at TAHS and BBHS.
5. Chief attend the Zone 1 Mutual Aid Meeting and Kenora District Mutual Fire Aid Association meeting.
6. Chief attended the Northern Ontario Fire Training Advisory meeting in Thunder Bay.
7. As Zone 10A representative, Chief participated in monthly Provincial Advisory Committee (PAC) conference calls and attended Northern PAC meeting in Thunder Bay meetings through the Ontario Fire Association of Fire Chiefs.
8. Annual ladder testing and hose testing to the NFPA 1931 standards.
9. Annual Flow testing for Self Contained Breathing Apparatus and Air Compressor servicing completed.
10. Annual NFPA Pumper Testing completed by Ft. Garry Fire Trucks.
11. Beaver Brea High School Builders current constructing a 14' x 20' shed at Station 2.

Firefighter Recruitment and Retirement

After 35 years of service Captain Fred Ralko has retired. Brian Birch was the successful candidate for the Captains position. Aaron Ross is the new probationary firefighter and Todd Baker has replaced Aaron Ross as Volunteer Captain at Station 2. Congratulations to all.

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 2017 Third Quarter Summary Report from the Kenora Fire and Emergency Services Department for the period of July 1 to September 30, 2017.

Briefing By: Todd Skene, Fire & Emergency Services Manager

Bylaw Required: No



October 3, 2017

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: MDB Insight Agreement Authorization

Background Information:

An agreement was reached between the Corporation of the City of Kenora and MDB Insight for the Local Services Analysis project in the amount of \$41,018.

The engagement of MDB Insight was conditional on the City obtaining the Sector Partnership Planning grant as per the July 4, 2017 Committee of the Whole report.

Resolution for Council:

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and MDB Insight for the Local Services Analysis project.

That the CAO be authorized to execute this agreement.

Budget: As per the agreement, the total projected budget is \$50,000 covered entirely by the Province of Ontario.

Risk Analysis:

There is a low financial risk in executing this agreement as the budget for this project is sufficient for contracted services.

Communication Plan/Notice By-law Requirements: bylaw required

Strategic Plan or Other Guiding Document: Administrative only

Briefing By: Heather Kasprick/Adam Smith

Bylaw Required: Yes



October 3, 2017

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

Agenda Item Title:

Municipal Energy Plan Program Agreement Authorization

Background Information:

An agreement was reached between the Corporation of the City of Kenora and Province of Ontario for the development of a Community Energy Plan in the amount of \$72,403.80. The agreement is now ready for execution by bylaw.

The engagement of VIP Energy Services Inc. is conditional on the City obtaining the Municipal Energy Plan grant as per the November 28, 2016 Committee of the Whole report.

Resolution for Council:

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and the Province of Ontario for the developed of a Community Energy Plan for the City of Kenora; and further

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and VIP Energy Services Inc. to achieve project deliverables for the City of Kenora; and further

That the CAO be authorized to execute these agreements.

Budget: As per the agreement, the total projected budget is \$144,807 with the Municipal Energy Plan grant application in the amount of \$72,403.80 and a total net cost to the municipality of \$72,403.80.

Risk Analysis:

There is a low financial risk in executing this agreement as the budget for this project is sufficient for contracted services.

Communication Plan/Notice By-law Requirements: bylaw required

Strategic Plan or Other Guiding Document: Administrative only

Briefing By: Heather Kasprick/Adam Smith

Bylaw Required: Yes



September 22, 2017

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

Agenda Item Title: Northern Communities Investment Readiness – Investment Readiness Assessment

Background Information:

The 2015 City of Kenora strategic plan identifies the streamlining of business development application and approval processes as a priority objective. In order to facilitate this initiative, best practices suggest that an Investment Readiness Assessment exercise be undertaken.

Project work would be conducted by a consultant and would include the following activities:

- Written exercise;
- Simulated prospect visit and assessment;
- Mapping out development approvals process;
- Evaluation of investment readiness;
- Information session, and;
- Action planning.

An agreement was reached between the Corporation of the City of Kenora and the Minister of Northern Development and Mines for the delivery of this project for the term of September 14, 2017 to December 31, 2017 in the amount of \$20,000. The agreement is now ready for execution by bylaw.

Resolution for Council:

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and the Minister of Northern Development and Mines for the delivery of an Investment Readiness Assessment under the Northern Communities Investment Readiness program; and further

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

Budget: This project and the City's contribution have been included as a part of the 2017 Non Capital Special Projects and Unusual Spend budget. Funding has been approved from the Province of Ontario in the amount of \$15,000. The City of Kenora and Lake of the Woods Development Commission are each contributing \$2,500 to the project.

Risk Analysis: Financial risk is low and manageable through routine procedures.

Communication Plan/Notice By-law Requirements: Operations, Engineering, Planning, Building, Northwest Business Centre and Corporate Services will be notified and invited to participate in the project.

Strategic Plan or Other Guiding Document:

- 1-1 The City will provide clear and decisive leadership on all matters of economic growth in Kenora and the surrounding district;
- 1-2 The City will ensure Kenora is recognized as being “Open for Business” and facilitating development through streamlining application and approval processes, effectively eliminating any ‘red tape.’

Briefing By: Megan Dokuchie, Economic Development Officer

Bylaw Required: Yes



October 3, 2017

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:

- June 28 – Kenora Public Library Board
- September 12 – Lake of the Woods Museum Board; and

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

- June 23 – Northwestern Health Unit Board of Health
- June 27 – District of Kenora Home for the Aged Board of Management
- July 13 – Kenora District Services Board
- August 15 – Planning Advisory Committee; and further

That these Minutes be circulated and ordered filed.

Briefing By: Heather Lajeunesse, Deputy Clerk

Bylaw Required: No



September 26, 2017

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: 2017 Water & Wastewater Systems Monthly Summary Report – August

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 2017 Water and Wastewater Systems Monthly Summary Report for August.

Resolution for Council:

That Council of the City of Kenora hereby accepts the August 2017 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by City administration.

Risk Analysis:

The risk level is low to moderate. The monthly reporting is just standard practice for transparency purposes, and an opportunity to further Council's understanding of the Division's monthly budgeting. No mitigating strategies are required.

Briefing By: Jeff Hawley, Operations & Infrastructure Manager

Bylaw Required: No

CITY OF KENORA

**Monthly Summary Report
Water & Wastewater Systems**

August 2017

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 August 2017 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:

- Aug 8th
- Aug 14th
- Aug 21st
- Aug 28th

All samples tested were within the allowable parameters.

2.3 Maintenance

- Repaired caustic leak in high lift area.
- Installed PM kit and replaced v-notch stem in trim chlorinator.
- Rebuilt pulsation dampener for caustic pump #1.
- Disassembled and rebuilt the fluoride feeder.
- Repaired door at Zone 3 booster.
- Installed new belt on fluoride feeder.
- Replaced split pulley on #3 vacuum blower.

2.4 Training

No training took place in the month of August.

2.5 Water Quality Complaints

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

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

- August 1 - Dug and repaired watermain at: Lot 26 Anicinabe Park.
- August 10 - Dug and repaired watermain break at: 1100 Eighth Street North.
- August 31 - Dug and repaired watermain break at: 1810 -1818 Sixth Street North.

3.1.2. Wastewater Collection

- August 2 - Dug and repaired sewermain at: 309 Fifth Street South.
- August 8 - Rodded plugged sewer at: 6 Mascott Avenue.
- August 9 - Dug and repaired sewer main at: the intersection of east entrance Gunne Crescent and Valley Drive.
- August 10 - Televised and rodded plugged sewer at: 325 Second Street South.
- August 11 - Rodded plugged sewer at: 1219 Tenth Street North.
- August 14 - Rodded plugged sewer at: 331 First Street North.
- August 15 - Rodded plugged sewer at: 234 First Street North.
- August 18 - Replaced grinder pump at: 514 First Street South.
- August 21 - Dug and repaired sewer service at: 325 Second Street South.
- August 24 - Televised and rodded plugged sewer at: 734 Park Street.
 - Replaced grinder pump at: 1695 Hwy 17 E.
- August 31 - Rodded plugged sewer at: 932 Valley Drive.

3.1.3. Water Thaws:

	August 2016	August 2017
City	0	0

Private	0	0
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3.2 Training

- August 28 to September 1– Scott Cameron and Ryan Hanstead attended a one week long mandatory entry level course on drinking water in Dryden.

3.3 Water Quality Complaints

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

3.4 Boil Water Advisory(s) - 2017

Date and Location:

- August 10th – Fifteen residents on Eighth Street North.

3.5 Other Information

- There is no other information for the month.

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 August 23rd, 2017 - Results: (also Sludge Cake Metal Analysis).
- a. Total BOD (biological oxygen demand) Raw Sewage: 110 [mg/L]
 - b. Total BOD Final Effluent: 10.4 [mg/L] - limit is 25 [mg/L].
 - c. Total Suspended Solids Raw Sewage: 141 [mg/ L]
 - d. Total Suspended Solids Final Effluent: 4.16 [mg/ L] - limit is 25 [mg/L]
- 4.2.2. Weekly Final Effluent Bacti Samples sent to ALS Laboratory on August 2, 9, 16, 23rd and 30th, 2017 - Results: Organisms/100 ml
- a. Geometric Means from samples in August: 10 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 effluent leaves the plant with a geometric mean of 10 organisms/100 mL, which is well within the limit of 200 organisms/100 mL. Plant reduction of BOD is 91% and the Plant reduction of suspended solids is 97%.

4.3 Maintenance

- 4.3.1. Sludge Press maintenance [clean and grease].
- 4.3.2. Replaced sewage ejector pump in 500 building.
- 4.3.3. Maintain water bleeders within plant to increase effluent flow.
- 4.3.4. Change 3 bulbs and 1 sleeve in U.V. system.
- 4.3.5. 100 Building maintenance.
- 4.3.6. U.V. maintenance, grease and lime away.
- 4.3.7. Change lead bank on U.V. system.
- 4.3.8. Replace v belt on conveyor [700 building].
- 4.3.9. Fence line cleared of trees and debris.
- 4.3.10. Adjust low flow alarm on U.V. system.

4.4 Training

- 4.4.1. Health and Safety Policy reviewed with staff.

4.5 Other Information

- August 2nd, 2017 - Workplace Health & Safety inspection completed.

Schedule "A"

**Water Systems Flow and Operating Data
Monthly Summary Report - 2017**

Water Plant Flows	Units	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<u>Influent Flow</u>														
Total Influent Flow	m ³ /month	205252	193432	199260	183423	188239	196243	205621	213710					1585180
Maximum Daily Influent Flow	m ³ /day	7382	8055	7160	7163	7281	7263	7920	8198					60422
Minimum Daily Influent Flow	m ³ /day	5892	5904	5414	5005	4968	5566	5141	5192					43082
Average Daily Influent Flow	m ³ /day	6621	6908	6428	6114	6072	6541	6633	6894					52211
Maximum Daily Instantaneous Influent Flow	m ³ /day	18803	18133	17996	17979	18506	18133	18333	18255					146138
<u>Effluent Flow</u>														
Total Effluent Flow	m ³ /month	189408	178185	182723	169724	174511	181759	189567	196303					1462180
Maximum Daily Effluent Flow	m ³ /day	6757	7575	6725	6659	6864	6699	7096	7439					55814
Minimum Daily Effluent Flow	m ³ /day	5494	5593	4888	4487	4491	5112	4895	4751					39711
Average Daily Effluent Flow	m ³ /day	6110	6364	5894	5657	5629	6059	6115	6332					48160
Plant Meter Reading	m ³ /month	4929	4212	4405	4319	4400	4394	3411	3095					
Compensated Total Effluent Flow	m ³ /month	184479	173973	178318	165405	170111	177365	186156	196303					1432110
<u>Samples</u>														
<u>Weekly Bacteriological</u>														
Number of Raw Samples Taken		5	4	4	4	5	4	5	4					35
Number of Treated Samples Taken		5	4	4	4	5	4	5	4					35
Number of Distribution Samples Taken		30	24	24	24	30	24	30	24					210
<u>Boil Water Advisory Bacteriological</u>														
Number Taken		8	3	12	6	0	0	4	4					37
WTP Callouts		3	6	6	7	5	18	10	5					60
<u>Water Thaws</u>														
City		1	1	0	0	0	0	0	0					2
Private		2	0	0	0	0	0	0	0					2
Total		3	1	0	0	0	0	0	0					4

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2017

		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
Wastewater Plant Flows														
<u>Influent Flow</u>														
Total Influent Flow	m ³ /mon.	174,640	171,801	194,410	213,162	180,227	114,988	170,321	85,898					1,305,447
Maximum Daily Influent Flow	m ³ /day	6,612	12,043	9,490	8,388	8,751	4,715	9,793	4,897					64,689
Minimum Daily Influent Flow	m ³ /day	4,857	4,957	5,220	6,519	3,928	3,270	3,358	1,767					33,876
Average Daily Influent Flow	m ³ /day	5,633	6,136	6,271	7,105	5,814	3,833	5,494	2,770					43,056
<u>Effluent Flow</u>														
Total Effluent Flow	m ³ /mon.	173,624	168,693	187,955	199,955	168,496	113,844	167,581	87,004					1,267,152
Average Daily Flow	m ³ /day	5,601	6,025	6,063	6,665	5,435	3,795	5,406	2,806					41,796
<u>Samples</u>														
Weekly Bacteriological --ALS Labs		4	4	5	4	5	4	4	5					35
Number of Raw Samples Taken		1	1	1	1	1	1	1	1					8
Number of Treated Samples Taken		4	4	5	4	5	4	4	5					35
Geometric Means (Bacti Samples)		30.8	11.9	10	31.24	10	0	10	10					114
Sludge Hauled to Landfill	m ³ /mon	228	251	239	171	239	103	91	57					1,379
<u>Callouts</u>														
		0	0	0	2	1	11	3	3					20

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2016

		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
Wastewater Plant Flows														
<u>Influent Flow</u>														
Total Influent Flow	m ³ /mon.	166,796	145,593	239,945	280,713	226,870	286,533	328,031	227,201	275,187	235,339	200,293	193,784	2,806,285
Maximum Daily Influent Flow	m ³ /day	5,929	5,737	15,435	21,452	10,379	18,398	16,858	9,680	15,160	9,192	8,413	8,120	144,753
Minimum Daily Influent Flow	m ³ /day	5.158	4,695	5,024	6,955	6,620	4,356	7,718	6,705	6,180	6,551	5,500	4,995	70,457
Average Daily Influent Flow	m ³ /day	5.380	5,020	7,740	9,357	7,318	9,551	10,582	7,329	9,173	7,592	6,676	6,251	91,969
<u>Effluent Flow</u>														
Total Effluent Flow	m ³ /mon.	172,152	153,306	243,436	277,099	214,676	259,909	306,709	214,133	261,648	224,345	193,944	194,368	2,715,725
Average Daily Flow	m ³ /day	5,553	5,286	7,852	9,236	6,925	8,664	9,894	6,905	8,721	7,237	6,465	6,270	89,008
<u>Samples</u>														
Weekly Bacteriological --ALS Labs		4	4	5	4	4	5	4	5	4	4	5	4	52
Number of Raw Samples Taken		1	1	1	1	1	1	1	1	1	1	1	1	12
Number of Treated Samples Taken		4	4	5	4	4	5	4	5	4	4	5	4	52
Geometric Means (Bacti Samples)		20.6	50.7	26.3	27.5	13.7	36.09	108.8	55.6	11.4	11.6	14.6	17.9	395
Sludge Hauled to Landfill	m ³ /mon	217	183	247	205	285	251	205	148.2	228	148	160	262	2,539
<u>Callouts</u>														
		1	0	2	1	1	2	1	0	0	1	2	2	13



October 13, 2017

City Council Committee Report

To: Mayor and Council

**Fr: Megan Dokuchie, Economic Development Officer
Melissa Shaw, Planning Assistant**

Re: City of Kenora Wayfinding Program

Recommendation:

That the tender submitted by Sierra Construction to a maximum amount of \$300,000.00 for the City of Kenora Wayfinding Program be hereby accepted.

Background:

Since 2016, the City of Kenora has been working with HTFC Planning + Design to implement a wayfinding program in the Harbourtown Centre. Wayfinding is more than just signage; the goal is to create a sense of arrival, a destination and a legible City. Work completed to date has included the development of program which highlights districts, nodes and landmarks; message scheduling and preliminary designs. On September 20, 2017 HTFC emailed invited bidders for the supply and installation of wayfinding signage including; concrete piles, granite collars, signs, kiosks, parking signs, sign anchors, electrical and removal and replacement of all site conditions such as unit pavers and specialty fabrications.

Tenders for the City of Kenora Wayfinding Program closed on Thursday, October 5, 2017 with one companies submitting tender pricing:

Sierra Construction	\$ to a maximum amount of \$300,000.00
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Negotiations with Sierra Construction have determined that the wayfinding program can be successfully implemented in alignment with the municipal budget. This report is as of Friday October 13, 2017 and final budget pricing is yet to be confirmed. This will be provided to Council in advance of the October 17, 2017 meeting.

Budget:

The wayfinding program is a component of the Second Street downtown revitalization project. Funding for the project is confirmed from FedNor (30 percent) and NOHFC (33.33 percent) with the remainder allocated from the City of Kenora 2017 capital budget. Funding from the federal and provincial levels of government but be spent in advance of the project completion date, which has been requested to be amended to February 28, 2018.

Risk Analysis: As per the requirements of the City's ERM policy, there would be a moderate risk if the wayfinding project was not completed. This project is an example of a positive improvement to the public realm, supporting our downtown business community. Staff recommends a robust review of the Sign By-law. Staff recommends a Wayfinding Sign policy and sign maintenance program be considered in addition, budget dollars allotted to implement further wayfinding programs throughout the City of Kenora and to ensure existing signs are free from vandalism and wreckage.

Communication Plan/Notice By-law Requirements: Resolution required.
Distribution: City Clerk, Manager Community and Development Services, Municipal Engineer

Strategic Plan or Other Guiding Document:

- 1-2 The City will forge strong, dynamic working relationships with the Kenora business community;
- 2-4 The City will act as the catalyst for continuous improvements to the public realm;
- 3-4 The City will embrace the importance of empowering staff to make decisions that consistently demonstrate our commitment to making prompt, efficient and courteous customer service to our residents.



PROCLAMATION

By Virtue of Authority

Vested in me

I hereby proclaim

November 5-11, 2017

As Veteran's Week 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 October, 2017

David Canfield

His Worship Mayor David S. Canfield

