



AGENDA

Regular Meeting of Council of the City of Kenora

**Tuesday, December 18, 2018
12:00 p.m.
City Hall Council Chambers**

**** NOTE: External Budget Requests Presentations start at 10:00 a.m. prior to Council***

1. Call to Order

2. Blessing – Councillor Goss

3. Public Information Notices

As required under Notice By-law #144-2007, the public is advised of Council's intention to adopt the following at today's meeting:

- Council will approve the 2019 Capital, Solid Waste and Water/Wastewater Budgets
 - Council will establish their 2019 Meeting dates

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 25, 2018
- Special Council – October 31, 2018

6. Presentations/Deputations

Approximately five (5) minutes per person/group

- Charlene Ramage – The Getting Ahead Program

7. Additions to Agenda (urgent only)

8. Appointments

- Joint Appointment to the NWHU Board

9. Reports from Committee of the Whole

9.1 Administration & Finance

- Airport Authority Request
- October 2018 Financial Statements
- Citizens Prosperity Trust Fund Third Quarter Report
- Tax Appeals Under Section 357
- 2019 Capital Budget Approval
- 2019 Solid Waste Utility Budget Approval
- 2019 Water & Wastewater Utility Budget Approval
- 2018 Election Survey Results
- 2019 Council Meeting Calendar
- Planning Advisory Additional Member Appointments
- Council/CAO Covenant
- Cannabis Retail Outlets

9.2 Fire & Emergency Services

- No Reports

9.3 Operations & Infrastructure

- TBay Tel Agreement – Use & Maintenance of City Infrastructure

9.4 Community & Development Services

- Pines / Kenora Harbourfront Services Contract

10. Housekeeping Resolutions

- Harbourfront Development Plan FedNor Agreement
- Downtown Revitalization III NOHFC Revival Agreement
- Recreation Services 3rd Quarter Report
- Water/Wastewater Systems Schedule Systems Monthly Summary Sept 2018

11. Tenders

- Anicinabe Park Contract
- Janitorial Services Contract
- 2019 Hourly Equipment & Truck Rental

12. By-laws

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

- Confirmatory
- 2019 Capital Budget Approval
- 2019 Solid Waste Utility Budget Approval
- 2019 Water & Wastewater Utility Budget Approval
- Planning Advisory Terms of Reference Bylaw Amendment
- Council/CAO Covenant Amendment
- Use and Maintenance of City Infrastructure Agreement with TBay Tel
- Anicinabe Park Contract Agreement
- Pines/Kenora Harbourfront Services 2019 Contract Agreement

- Harbourfront Development Plan FedNor Agreement
- Downtown Revitalization III NOHFC Revival Agreement

13. Notices of Motion

14. Proclamations

- None

15. Announcements (non-action)

16. Adjourn to a Closed Session

That pursuant to Section 239 of the Municipal Act, 2001, as amended, authorization for Council to move into a Closed Session to discuss items pertaining to the following: -

- i) Education & Training Members of Council (2 matters)**
- ii) Personal Matter about an Identifiable Individual (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**.



DEPUTATION REQUEST FORM

To Appear before Kenora City Council or Committee of the Whole of Council

How to Make a Deputation:

- Determine date and time of Council or Committee meeting you wish to attend.
- Submit this completed and signed form to the City Clerk (deliver/mail/fax or e-mail)
 - at least seven (7) days in advance of any Committee meeting
 - before 10:00 a.m. on date of a Council meeting;
- State your name prior to speaking, and
- Provide a copy of materials used in your presentation, if any, to the City Clerk for the official record (either in advance or at the time of the deputation).



City Clerk's Contact Information:

By Mail: 1 Main Street South, Kenora, ON P9N 3X2
 By fax: 807-467-2009
 E-mail: hkasprick@kenora.ca

Name:
 (person making deputation)

Organization You Represent:
 (if applicable)

CHARLENE RAMAGE | THE GETTING AHEAD Program
 (please print)

Mailing Address: Box 683 Telephone Number: 467-4677

Email Address: charramages2@gmail.com Postal Code: P0X 1C0

Other Persons Presenting with You on this topic? No Yes
 (on behalf of same organization)

If yes, Other Names: _____

Topic – include brief statement of issue or purpose for Deputation:

- Please see Protocol Notes on Page 2

POSTPONING WATER ISSUES TO RESEARCH FURTHER INFO

I wish to appear before Council Committee of the Whole
 Other

On the Meeting date: DECEMBER 18, 2018

Please Note:

Most meetings are video-taped and reported on by both the local newspaper and radio stations. Subsequently your deputation will form part of the public record in the minutes which are circulated widely and posted on the City's portal on the internet. By appearing before Council/Committee and signing this form, you hereby understand that information pertaining to you and your deputation will be publicized.

Do you have material to leave with Council following your deputation? Yes No
 (If yes, please give to Clerk upon arrival to meeting)

Signature Required: [Signature]
 (Must be signed by applicant to go forward)

...2

Deputation Protocol

The purpose of the deputation process is to allow individuals or groups an opportunity to make their views known to Council. Council values and welcomes input, comments, and constructive suggestions. Since Council generally has to consider a large number of issues and concerns at any given time, the following Protocol is observed and we thank you for your interest in making a deputation and abiding by the rules:-

2.9 Cell phones/Blackberries/Smart Phones

All phones are required to be turned to vibrate during all Council and Committee meetings.

9.7 No Deputant shall:

1. Speak without first being recognized by the Head of Council or Chair
2. Speak disrespectfully of any person
3. Use offensive words or gestures, or make abusive comments,
4. Speak on any subject other than the subject stated on their Deputation Request Form
5. Disobey the Rules of Procedure or a decision of the Council or Committee

9.9 Expulsion

The Head of Council or Chair may cause to expel and exclude any member of the public who creates any disturbance or acts improperly during a meeting of Council or Committee. If necessary, the Clerk may be called upon to seek the appropriate assistance from police officers for this purpose.

9.14 Appearance - previous - limitation - new information

Any person appearing before Council who has previously appeared before Council on the same subject matter, shall be limited to providing only new information in their second and subsequent appearances.

✓ **Check below:**

I have never spoken on this issue before.

I have spoken on this issue before and the new information I wish to present is as follows:-

{Committee of the Whole/Property & Planning Meeting}

Committee of the Whole Meetings combined with the Property & Planning Committee immediately following, commence at 9:00 a.m., typically on the 2nd Tuesday of each month, unless otherwise advertised.

Committee Deputations are given approx. 15 minutes each at the beginning of the meeting, subject to the Chair's discretion.

Members of Committee may engage in dialogue with the person making a deputation as a matter of receiving and/or clarifying information.

Please present any material, letters or other relevant information concerning your deputation to Committee either at the time of your deputation or in advance of the meeting.

When a number of people are to appear representing one viewpoint or interest group, it is expected the group speak through a spokesperson, or submit written submissions.

{Council Meetings}

Regular Council meetings commence at 12:00 p.m., typically on the 3rd Tuesday of each month, unless otherwise advertised.

Deputations before Council are given approx. 5 minutes each at the beginning of the meeting, subject to the Mayor's discretion.

Council will not debate an issue, but will take the information under advisement.

Please present any material, letters or other relevant information concerning your deputation to Council either at the time of your deputation or in advance of the meeting.

When a number of people are to appear representing one viewpoint or interest group, it is expected the group speak through a spokesperson, or submit written submissions.



Housekeeping Reports
NOT attached to
Committee of the
Whole Agenda



November 23, 2018

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

Agenda Item Title: FedNor Agreement for Harbourfront Development Plan

Background Information:

The City of Kenora has identified the delivery of a Harbourfront Business Development Plan as a priority project in the 2018 capital budget.

The scope of work will include:

- Development of conceptual Harbourfront designs through internal and external stakeholder engagement to establish opportunities for business development;
- Examination of current parking inventory and analysis to determine capacity to remove Harbourfront parking;
- Review of the public realm to develop recommendations for streetscape improvements;
- Identification of strategic investments in improvements to the public realm and pedestrian connections;
- Provision of designs and visuals to illustrate identified improvements;
- Indication of opportunities for expansion of the Matiowski Farmers' Market;
- Demonstration of linkages to the 2015-2020 City of Kenora Strategic Plan, 2015 Official Plan and previous work completed through the Downtown Revitalization Phase II from 2009-2011;
- Consideration of implications to Official Plan and Zoning By-law in terms of commercial development opportunities;
- Consideration to maintain and/or enhance boater access to Lake of the Woods and protect the integrity of the lake as a natural resource;
- Identification of implementation costs for future capital phases.

The City of Kenora has received funding from the Northern Ontario Heritage Fund Corporation (NOHFC) for 33.33 percent of total costs, to a maximum of \$33,333. FedNor has now approved an application to support 33.34 percent of total project costs, to a maximum of \$33,333. 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 Federal Economic Development Initiative for Northern Ontario (FedNor) for the delivery of a Harbourfront Development Plan; and further

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

Budget:

Total project budget upset is \$100,000. The City of Kenora \$33,334 contribution has been approved through the capital budget process. Project assistance is estimated at 66.67 percent of total cost. This agreement represents support of 33.34 percent of total project costs.

Risk Analysis: There is low financial risk which can be mitigated through routine procedures.

Communication Plan/Notice By-law Requirements: By-law required for agreement execution.

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

Briefing By: Megan Dokuchie, Economic Development Officer

Bylaw Required: Yes



November 30, 2018

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

Agenda Item Title:

NOHFC Revival Agreement - Downtown Revitalization Phase III

Background Information:

The City of Kenora entered into an agreement with NOHFC dated May 2, 2014 to deliver the third phase of the Downtown Revitalization project. This agreement expired on February 28, 2018.

This revival agreement will reinstate the terms of the original agreement, extend the expiry date to December 31, 2018 and allow payment of the final claim.

Resolution for Council:

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and the Northern Ontario Heritage Fund Corporation for the revival of the original Downtown Revitalization Phase III agreement dated May 2, 2014; and further

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

Budget:

Total NOHFC authorized assistance for the project is \$2 million. Reinstatement of the agreement will allow for disbursement of the final claim in the amount of \$120,438 on eligible project costs of \$361,349.

Risk Analysis: There is high financial risk in not executing the agreement as the final claim for the project would not be disbursed.

Communication Plan/Notice By-law Requirements: By-law required for agreement execution.

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

Briefing By: Megan Dokuchie, Economic Development Officer

Bylaw Required: Yes



December 4, 2018

City Council Committee Report

TO: Mayor & Council

FR: Casey Pyykka, Community Program Liaison

RE: Recreation Services Department Report – 2018 Third Quarter

Recommendation:

That Council accepts the 2018 Third Quarter Report for the Recreation Services Department.

Background:

The Recreation Services Staff will provide regular quarterly reports to Council incorporating program usage that identify trends and value to the taxpayer.

This report provides statistics developed and tracked for the facilities.

Strategic Plan or other Guiding Document:

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

1 – 9 The City will promote Kenora as a 365 – day lifestyle destination.

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

1 – 12 The City will support, promote and expand the tourism industry. In recognition of the growing importance of tourism within the economy, Kenora will pursue the recruitment and facilitation of a new event(s) which celebrates Kenora as a thriving and dynamic year – round destination.

2 -1 The City will ensure 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 – 9 The City will support continuous improvements to recreation and leisure amenities, particularly those that support the quality of life.

2 -11 The City will lead and promote environmental sustainability through conservation, smart building design and, where feasible, retro-fit practices for city – owned facilities.

3 – 3 The City will ensure that customer service excellence is understood and ingrained in the culture and fabric of our organization. The City will commit to a citizen – first approach to maintaining relations with the public.

3 – 9 The City will establish protocols for staff orientation that provide the fundamental tools of customer service and organization understanding.

3 – 10 The City will ensure that employee learning & development opportunities are delivered to all levels of Staff in a prompt and timely manner that enables appropriate career planning and skills development.

3 – 14 The City will forge stronger relations with neighbouring communities and area municipalities by City Staff, particularly those that help ensure tight coordination of emergency response situations, disaster relief efforts and clear communication protocols between the City of Kenora, the Ontario Provincial Police, and the neighbouring communities.



KENORA
RECREATION
CENTRE
welcome to wellness

Recreation Services Department Quarterly Report

July - September 2018

Welcome to Wellness

CITY OF KENORA

Edge of the Woods

KENORA





KENORA RECREATION CENTRE

welcome to wellness

Recreation Services Department

During this quarter the Kenora Recreation Centre continually implemented the strategic plan and focused on the following:

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

1 – 9 The City will promote Kenora as a 365 – day lifestyle destination.

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

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This report has been generated based on the activities and data collected during the period of **July – September 2018**.

Participant Visits by Activity

ACTIVITY	July - September 2017	YTD 2017	July - September 2018	YTD 2018
Lane Swim	376	4491	505	3987
Tot Swim	262	2315	226	1998
WaterFit	344	2635	408	3002
GentleFit	91	959	152	1163
Schools	1175	12,918	1339	10,876
Public Swims	770	13,413	1667	11,978
Family Swims	98	1761	270	2012
Rentals	192	1934	125	2298
Swim Lessons	408	3210	494	3640
Adult Lessons	18	51	0	22
Lifesaving Society Programs	4	415	3	1084
Special Olympics	31	193	32	183
Kenora Swimming Sharks & Kenora Borealis	364	2698	71	2276
Other (Special Programming)	113	572	78	1599
Hot Tub	1031	11,350	1087	10,012
Pool Totals	5,277	58,918	6,457	56,130
Walking Track	1219	6395	1375	8097
Open Ice	136	1582	43	1416
Fitness Centre	14,042	47,180	12,850	45,497
Group Fitness	1313	5460	1475	6030
Facility Total	21,987	119,535	22,200	117,170

Kenora Aquatic Centre closed July 1 – September 6, 2017 & June 28 – September 4, 2018

Aquatic Centre

The Aquatic Centre was closed from June 28 – September 4, 2018. The staff focused on water safety messages and promoting their beach programs.

Staff were trained by Perry Smith from the Lifesaving Society. He certified two staff to become National Lifeguard Instructors. Crystal Stokes was certified as a National Lifeguard Trainer, there are less than 200 certified trainers in Ontario and none in our region. With these certifications staff trained each other in their National Waterfront Lifeguard Certification to help promote safety at the beaches. There was also a Blue Flag Assessment done at Garrow, Anishinabe and Coney Island Beach.

Staff dedicated the week of July 15 – 21 to Drowning Prevention week where they promoted daily water safety messages. They had a booth at the Farmers Market on Wednesday and partnered with OPG to help

promote Water Safety awareness of swimming around Dams in our area. Tall Pines donated a prize worth nearly \$350 to our social media contest entitled #WearitWednesday, we asked people to send us photos of them in boats wearing their PFDs. They also visited the Harbourfront Docks to talk to incoming boaters about the importance of wearing PFDs while boating, including adults. Drowning Prevention Week also kicked off our Swim to Survive Fridays. Staff visited all City Beaches throughout the summer, joined by the LakeSmart Team from LOWDPOA. In total 123 individuals participated in the program throughout the summer.

Staff went to B'nai Brith Camp to deliver the Bronze Medallion, Cross and Standard First Aid courses to 11 candidates. The 11 candidates are part of the Councilor – in – Training program for the organization.

Fitness Centre

During this quarter the Fitness Consultant continued to help her clients to reach their goals and stay active throughout the summer. Heidi also partnered up with the high schools during their Volleyball camp to train them for their upcoming season.

Another partnership was with the Lake of the Woods District Hospital and helping them set up a new gym in their facility. The Kenora Recreation Centre sold a treadmill to them as we replaced our equipment including adding a Step Mill to the facility.

The Fitness Consultant attended the World Fitness Expo and the Canfit PRO Conference during this quarter. During this conference Heidi has received her Body Shred Certification and her Level 1 Navina Training. She also had the opportunity to join a Bill Blanks workout class. With the new certifications the Kenora Recreation Centre has the opportunity to offer new competitive classes and offer our one on one client's new techniques.

Facility Rental Hours

Facility Booking in Hours	July - September 2017	YTD 2017	July - September 2018	YTD 2018
Thistle Rink	175.5 hours	1462.25 hours	112 hours	1426 hours
Keewatin Memorial Arena	487 hours	1435.75 hours	559.25 hours	1517.75 hours
Recreation Facility Rooms	594.17 hours	1400.66 hours	651.83 hours	2237.5 hours
Dry Pad	245.5 hours	526.5 hours	148 hours	431 hours

115.5 hours were used for ice maintenance and preparing the ice for the summer and winter season.

109.25 hours were used for internal City room bookings and partnerships with the City of Kenora

Membership and Package Sales

Membership Type	July - September 2017	YTD 2017	July - September 2018	YTD 2018
Annual	44	122	35	145
Post-Secondary	34	179	29	137
90 Day	164	519	123	535
10 Visit Passes	141	433	102	398
25 Visit Passes	220	841	204	1149
Instructional Program 10 and 25 Visit Passes	34	112	17	111
Personal Training	18	43	9	33

Parking Revenue

Parking Duration	July - September 2017	July - September 2018
Seasonal (\$390)	0	0
Month (\$130)	2	8
Week (\$35)	160	169
Overnight (\$7)	965	1068

Ball Diamond Rentals

Ball Diamond Bookings in Hours	July - September 2017	July - September 2018
Kenora Recreation Centre	619.5 hours	657 hours
Millennium Park (A&W)	129.5 hours	219 hours
Kenora Central Park	149 hours	118.5 hours
Portage Bay (Keewatin)	191 hours	194.5 hours

Co-Op Ball Diamonds (Jaffray Melick)	44 hours	0 hours
Total	1133 hours	1189 hours

* Co-Op Ball Diamonds were closed for 2018 baseball season due to renovations.

Special Events

Eye Van	Kenora Recreation Centre & Tourism Fish Fry
Diamonds & Ice	Agricultural & Midway Fair
Ktown Throwdown	Rowing Club Regatta
Pickle Ball Tournament	Mass Registration Information Fair
The Great Benjamin Circus	

Partnered Events

Nav Canada Golf Tournament	NWBC – Cyber – attack Prevention & How to Survive a cyber - attack
NWBC – Northern Ontario Angels	NWBC – SEO Employee/Employer Matchmaker presentation
Spaghetti Dinner Auction in support of Eric Wickham	2 nd Annual Community Family Fun Day
Annual Constable Marv Forsythe Police Officer Memorial Charity Golf Tournament	Annual Youth Summit

Programs / Activities

July Fitness Classes	19 group fitness classes – 444 people attended
Outdoor Swim Program July 2 nd – August 24 th	Garrow Beach Lessons: 33 participants Canadian Swim Patrol: 4 participants Keewatin Beach Lessons: 19 participants Lifesaving Society Bronze Medallion & Emergency First Aid: 6 participants Lifesaving Society Bronze Cross & Standard First Aid: 4 participants
Awesome Adventures Day Camp July 2 nd – 6 th	Monday – 20 participants Tuesday – 24 participants Wednesday – 25 participants

	Thursday – 25 participants Friday – 23 participants
Awesome Adventures Day Camp July 9 th – 13 th	Monday – 23 participants Tuesday – 22 participants Wednesday – 22 participants Thursday – 19 participants Friday – 18 participants
July 12 KACL Wellness Fair	Attended: Cam Chambers & David Friesen
July 15 – 21: National Drowning Prevention Week	If you're not within arm's reach, you've gone too far Boat Safe, Boat Sober – Always wear your PFD Watch Me, Not Your Phone Swim to Survive
Awesome Adventures Day Camp July 16 th – 20 th	Monday – 23 participants Tuesday – 25 participants Wednesday – 23 participants Thursday – 25 participants Friday – 22 participants
July 23 – 27: 4 on 4 hockey program	Novice: 9 participants Atom: 6 participants PeeWee: 3 participants Bantam: 7 participants
Awesome Adventures Day Camp July 23 rd – 27 th	Monday – 17 participants Tuesday – 20 participants Wednesday – 20 participants Thursday – 23 participants Friday – 22 participants
Awesome Adventures Day Camp July 30 th – August 3 rd	Monday – 17 participants Tuesday – 18 participants Wednesday – 17 participants Thursday – 15 participants Friday – 16 participants
August Fitness Classes	19 group fitness classes – 392 people attended
Awesome Adventures Day Camp August 7 th – 10 th	Tuesday – 16 participants Wednesday – 12 participants Thursday – 18 participants Friday – 16 participants
August 11 th – Sledge Hockey Clinic with Bill Muloin	14 participants
Awesome Adventures Day Camp August 13 th – 17 th	Monday – 12 participants Tuesday – 13 participants Wednesday – 12 participants Thursday – 16 participants Friday – 17 participants
Awesome Adventures Day Camp August 20 th – 24 th	Monday – 18 participants Tuesday – 17 participants Wednesday – 18 participants Thursday – 15 participants Friday – 15 participants
August 27 – 31: Last Week of Summer Fun Sponsored by: Triple P.L.A.Y	Public Skating Extreme Obstacle Course for Kids – 44 participants Sledge Hockey – 11 participants

	Learn to Snorkel Public Skating
September Fitness Classes	23 group fitness classes – 639 people attended
September School Board Swim Lessons	74 participants
September 4 – Swim Registration	Tues/Thurs Red Cross Swim Lessons: 45 participants Sunday Red Cross Swim Lessons: 44 participants Canadian Swim Patrol: 3 participants Teen/Adult Swim Lessons: 1 participant NEW: Sensory Swim Lessons: 2 participants
September 28 – PD Day	\$3 Family Swim \$3 Public Swim \$3 Public Skate
September 28 – Awesome Adventures PD Day Camp	11 participants
Sledge Hockey Opportunities	September 8, 22, 28

Staff Training

ORFA Equipment Operation Course	Attended: Ricky Neufeld, Mark Daignault, Curtis Leroux, Troy Garrow, Mike Pavey, Ryan Fisher, Jeff Peplinskie
July National Lifeguard Waterfront Course	Attended: Cam Chambers & Casey Pyykka Taught: Crystal Stokes Co Taught: David Friesen
July National Lifeguard Instructor	Attended: Cam Chambers & David Friesen Taught: Perry Smith (with the Lifesaving Society)
July National Instructor Trainer	Attended: Crystal Stokes Taught: Perry Smith (with the Lifesaving Society)
August 1: MAX Galaxy Training	Attended: Crystal Stokes, Melodie Bouchard, Casey Pyykka
August 8 – 13- Canfit PRO Conference & World Fitness Expo	Attended: Heidi Smith
August 9: MAX Galaxy Training	Attended: Casey Pyykka, Melodie Bouchard, Crystal Stokes, Val Mongrain, Taylor Stagg, Shalene Haney
August 11: Sledge Hockey Clinic	Attended: Casey Pyykka
August 13: MAX Galaxy Training	Attended: Casey Pyykka, Melodie Bouchard, Crystal Stokes, Val Mongrain, Taylor Stagg, Shalene Haney

August 14: PRO Regulations Webinar	Attended: Casey Pyykka
August: Body Shred Certification	Heidi Smith
August: Level 1 Navina Training	Heidi Smith
August 16: MAX Galaxy Training	Attended: Casey Pyykka, Melodie Bouchard, Crystal Stokes, Val Mongrain, Taylor Stagg, Shalene Haney, Sam Bond, Will Alcock, Jessica Doner, Jesse McIsaac, Mason Barclay
Sept National Lifeguard Recertification	Attended: Megan Hall & Cam Chambers
September Red Cross Water Safety Instructor Recertification	Attended: Megan Hall
September Lifesaving Society Bronze Medallion Recertification	Attended: Anna Schaub
September 7: Staff Training, Part Time Permanent Desk Attendant	Samantha Bacskai
September 12: Community Services ERM Workshop	Attended: Casey Pyykka, Aaron Eisler, Crystal Stokes
September 20: Webinar	Attended: Casey Pyykka

Facility Updates

2 -1 The City will ensure 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 – 9 The City will support continuous improvements to recreation and leisure amenities, particularly those that support the quality of life.

2 -11 The City will lead and promote environmental sustainability through conservation, smart building design and, where feasible, retro-fit practices for city – owned facilities.

During this quarter the maintenance team kept our facility in good condition and completed repairs such as:

- Continued renovations to the Keewatin Memorial Arena Dressing Rooms
- Completed renovations to the lobby at the Kenora Recreation Centre
- Built new access to Referee room at the Kenora Recreation Centre
- First TSSA plant inspection
- Ice plant malfunctions at the Keewatin Memorial Arena
- Substantial loss of brime at Keewatin Memorial Arena due to Keewatin Curling Club

- ESS inspection for pool basement and exhaust fans
- Prepared pools to reopen for September 4th
- Air handling unit 4 replaced at the Kenora Recreation Centre
- Dectron breakdown and some rebuild
- Health unit monthly testing
- Keewatin Curling Club start up
- Started ice plant at the Kenora Recreation Centre
- Clean all heating coils in dectron unit
- Breakdown of compressor 2 at Kenora Recreation Centre due to power interruptions
- Boilers went down due to power interruptions
- Sewer back up in outdoor bathrooms
- Zamboni broke down at Keewatin Memorial Arena – replaced with spare.



November 20, 2018

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: 2018 Water & Wastewater Systems Monthly Summary Report – August, September and October

Background Information:

The Water and Wastewater Division will be providing Council with Water and Wastewater Systems Summary Reports, on a monthly basis. However due to lame duck Council, this month's report is an accumulation of the past three (3) months' summaries.

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 2018 Water and Wastewater Systems Monthly Summary Report for August, September and October.

Resolution for Council:

That Council of the City of Kenora hereby accepts the August, September and October 2018 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by City administration.

Budget: N/A

Risk Analysis:

The risk level is low to moderate. The monthly reporting is 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.

Communication Plan /Notice By-law Requirements:

Resolution required. Jeff Hawley, Biman Paudel, WTP, WWTP

Strategic Plan or other Guiding Document:

Goal #2 Strengthen Our Foundations

2-1 The City will ensure that our municipal infrastructure is maintained using available resources with the intent of moving towards all City infrastructure being in a good state of repair to ensure certainty, security and long-term stability of our systems.

2-2 The City will keep in the forefront that there is a significant infrastructure deficit, and current and future Councils will need to continue to work towards allocating sufficient resources to be able to adequately address this issue.

2-3 The City will ensure prompt and immediate response times supported by resilient communications in the event of system outages and other emergencies.

Briefing By: Jeff Hawley, Operations & Infrastructure Manager

Bylaw Required: No

CITY OF KENORA

Monthly Summary Report Water & Wastewater Systems

August 2018

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 2018 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 7th
- Aug 13th
- Aug 20th
- Aug 27th

All samples tested were within the allowable parameters.

2.3 Maintenance

- Installed sound barrier walls at Norman Booster.
- Installed rebuilt regulator on north chlorine tonner.
- Flushed polymer feed line.
- Inspected flash mixer chamber with ROV.
- Installed PM kit in spare chlorine regulator.
- Installed replacement ammonium sulphate feed pump.

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 chlorine residuals were collected on a weekly basis.
- Quarterly DWSP samples were collected.
- Annual MECP inspection took place August 20 – 21, 2018.
- Weekly microcystin and T&O samples were collected for voluntary DWSP algal toxin monitoring program.

3.0 Water Distribution System and Wastewater Collection System

3.1 Maintenance

3.1.1. Water Distribution

- August 2 – Repaired leaked hydrant at: 204 Coney Island.
- August 7 & 8 - Dug and repaired watermain break at: 1 Dennis Street.
- August 9 – Dug and repaired service leak and replaced curb stop at: 902 North Campbell Street.
- August 15 – Dug and repaired Hydrant Valve at: 1415 HWY 17 E.
- August 20 – Dug and repaired water service leak at: 711 First Street South.
- August 22 & 23 - Dug and repaired water service leak at: 930 Valley Drive.
- August 28 – Dug service line and installed new curb stop at: 1012 Beach Road.

3.1.2. Wastewater Collection

- August 7 – Televised plugged sewer at: 1331 Beach Road.
- August 8 – Rodded plugged sewer at: 13 Main Street Rideout.
- August 9 – Televised plugged sewer at: 711 Beach Road
- August 10 - Rodded plugged sewer at: 902 First Street South.
- August 17 – Rodded plugged sewer at: 111 Main Street South (CIBC Bank).
- August 19 – Dug and repaired collapsed sewer main at: 809 Fifth Avenue South.
- August 31 – Televised, rodded, dug and repaired plugged sewer at: 110 Regina Avenue.

3.1.3. Water Thaws:

	August 2017	August 2018
City	0	0
Private	0	0

3.2 Training

- No training took place in the month of August.

3.3 Water Quality Complaints

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

3.4 Boil Water Advisory(s) - 2018

Date and Location:

- August 4 – Sixteen (16) residents on Mellick Avenue, eighteen (18) residents on Trojan Avenue, three (3) residents on Barsky’s Crescent, three (3) residents on Fourteenth Street North, three (3) residents on Thirteenth Street North, one (1) resident on Twelfth Street North, eighteen (18) residents on Mikado Avenue, three (3) residents on Veteran’s Drive, one (1) resident on Sutherland Road and all the residents on: Rabbit Lake Road, Universal Drive, Birchwood Crescent, Birchwood Place, Birchwood Road, Ascough Drive, Outen Lane and Bunny Street.
- August 7 – One (1) resident on Dennis Street.
- August 13 – Eight (8) residents on Pearson Street, as well as the Norman Beach Washrooms and Discovery Centre.
- August 15 – Fifteen residents and Railroad Museum on Minnesota Street.

3.5 Other Information

- Ontario Ministry of the Environment, Conservation and Parks (MECP) had its detailed inspection of the Kenora Drinking Water System on August 20-21, 2018.
- Ryan Hanstead received his Class I Certification on Water Distribution and Wastewater Collection.

4.0 Wastewater Treatment Plant

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

4.2 Samples

4.2.1. **Monthly** - Complete Analyses of Treated Effluent and Raw Sewage Samples sent out on August 21, 2018 - Results:

- a. Total BOD (biological oxygen demand) Raw Sewage: 165 [mg/L]
- b. Total BOD Final Effluent: 25.4 [mg/L] - limit is 25 [mg/L].
- c. Total Suspended Solids Raw Sewage: 321 [mg/ L]
- d. Total Suspended Solids Final Effluent: 14.5 [mg/ L] - limit is 25 [mg/L]

- 4.2.2. **Weekly** - Final Effluent Bacti Samples sent to ALS Laboratory on August 7, 14, 21, 28 2018 - 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 within the limit of 200 organisms/100 mL. Plant final effluent BOD was 25.4 p.p.m., and final effluent T.S.S. was 14.5 p.p.m., both well within the C of A requirements.

4.3 Maintenance

- 4.3.1. Sludge press maintenance (clean and grease) 700building.
- 4.3.2. UV maintenance, ballast replaced in the 300 building.
- 4.3.3. Clean all filters in the HRV in the 100 building.
- 4.3.4. Electrician installed two meters on MCC panel in the 400 building.
- 4.3.5. Lakeside process came to adjust effluent flow meter.
- 4.3.6. UV maintenance (grease and limeaway).
- 4.3.7. Electrician replaced transformer in the MCC panel for the return air in 700.
- 4.3.8. Electrician replaced transformer for both sump pumps in the 700 building.
- 4.3.9. Electrician replaced fuse for the WAS meter in the 600 building.

4.4 Training

- 4.4.1 No training took place in the month of August.

4.5 Other Information

- 4.5.1 Health and safety inspection August 5, 2018.

CITY OF KENORA

**Monthly Summary Report
Water & Wastewater Systems**

October 2018

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 October 2018 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:

- October 1st
- October 9th
- October 15th
- October 22nd
- October 29th

All samples tested were within the allowable parameters.

2.3 Maintenance

- Drained and cleaned lowlift wet well.
- Drained and cleaned west clarifier.
- Worked with electrician troubleshooting filter PLC issue.
- Cleaned and prepared Zone 1 valve chamber for insulation.
- Worked with automation contractor on SCADA alarm issues.

2.4 Training

- Three operators attended the WCWC mandatory renewal course.
- One operator attended the NWOWWC conference in Thunder Bay.

2.5 Water Quality Complaints

- There were no water quality complaints in October.

2.6 Other Information

- Distribution chlorine residuals were collected on a weekly basis.
- Weekly microcystin and T&O samples were collected for voluntary DWSP algal toxin monitoring program.

3.0 Water Distribution System and Wastewater Collection System

3.1 Maintenance

3.1.1. Water Distribution

- October 3 – Repaired watermain leak at: 1 Head Street, Coney Island.
- October 10 – Dug and repaired service leak at: 11 Kirkpatrick Avenue.
- October 16-20 – Dug and relocated the water service at: 111 Seventh St South.
- October 27 – Dug and repaired watermain break at: 627 Seventh Ave South.

3.1.2. Wastewater Collection

- October 1 – Rodded plugged sewer at: 46 Gunne Crescent.
- October 2 – Rodded plugged sewer at: 617 Second Street South.
- October 4 – Rodded plugged sewer at: 906 Park Street.
- October 11 – Rodded plugged sewer at: 1254 Heenan Place.
- October 14 – Rodded plugged sewer at: 204 Fifth Street North.
- October 16 – Rodded plugged sewer at: 510 First Street South.
- October 16 – Rodded plugged sewer at: 208 Second Street North.
- October 29 – Rodded plugged sewer at: 818 Second Street South.
- October 31 – Rodded plugged sewer at: 625 First Street South.
- October 31 – Dug and repaired Seventh Avenue Bridge collapsed sewer main.

3.1.3. Water Thaws:

	October 2017	October 2018
City	0	0
Private	0	0

3.2 Training

- All staff, with the exception of four (4), attended a mandatory Walkerton course regarding “Safe Drinking Water Operator Essentials” on October 4, 2018.
- The Division Lead and Team Lead attended a Supervisor and Management Training Course regarding “Discipline Management and Responsibilities” on October 5, 2018.
- The majority of staff attended a two hour session on Xylem – MultSmart Pump Station Controller on October 30, 2018.

3.3 Water Quality Complaints

There were no water quality complaints for the month of October.

3.4 Boil Water Advisory(s) - 2018

Date and Location:

- October 4 –Five (5) residents on Minto Street, ten (10) residents on Guernsey Street, three (3) residents on North Campbell, twelve (12) residents on Ninth Street North, and one (1) resident on Eleventh Avenue North.
- October 12 – Two (2) residents on First Avenue South, twenty seven (27) residents on Second Avenue South, seventeen (17) residents on Third Avenue South and ten (10) residents on Sixth Street South.
- October 18 – Ten (10) residents on Fifth Street South, one (1) resident on Sixth Street South, nine (9) residents on Sixth Avenue South, four (4) residents on Seventh Avenue South and one (1) resident on Eighth Avenue South.
- October 22 – Thirty three (33) residents on Eighth Avenue South.
- October 27 – Sixteen (16) residents on Seventh Avenue South, thirty three (33) residents on Eighth Avenue South and three (3) residents on Eighth Street South.

3.5 Other Information

- SAI Global completed its S2 Surveillance Audit on Kenora’s Drinking Water System.
- Dave King attended North West Ontario Water and Wastewater Conference (NWOWWC) in Thunder Bay.

4.0 Wastewater Treatment Plant

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

4.2 Samples

4.2.1. **Monthly** - Complete Analyses of Treated Effluent and Raw Sewage

Samples sent out on July 24, 2018 - Results:

- a. Total BOD (biological oxygen demand) Raw Sewage: 98 [mg/L]
- b. Total BOD Final Effluent: 6.3 [mg/L] - limit is 25 [mg/L].
- c. Total Suspended Solids Raw Sewage: 106 [mg/ L]
- d. Total Suspended Solids Final Effluent: 5.3 [mg/ L] - limit is 25 [mg/L]

4.2.2. **Weekly** - Final Effluent Bacti Samples sent to ALS Laboratory on October 2, 9, 16, 23, 30 2018 - Results: Organisms/100 ml

- a. Geometric Means from samples in October: 35.97 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 35.97 organisms/100 mL, which is within the limit of 200 organisms/100 mL. Plant final effluent BOD was 6.3 p.p.m., and final effluent T.S.S. was 5.3 p.p.m., both well within the C of A requirements.

4.3 Maintenance

- 4.3.1. Sludge press maintenance (clean and grease) 700building.
- 4.3.2. UV maintenance in the 300 building.
- 4.3.3. Clean all filters in the HRV in the 100 building.
- 4.3.4. Replaced charger unit for the generator in the 200 building.
- 4.3.5. Repaired heaters in the 200, 400, 500, 600 buildings.
- 4.3.6. Repaired the WAS flow meter in the 600 building.
- 4.3.7. Changed bearings and the seals on blower 407 in the 400 building.
- 4.3.8. Electrician repaired receptacle outside the 200 building.
- 4.3.9. Replaced bearing on the exhaust fan on the 500 building.

4.4 Training

- 4.4.1 No training took place in the month of October.
- 4.4.2 One operator attended the NWOWWC conference in Thunder Bay.

4.5 Other Information

- 4.5.1 Health and Safety inspection was conducted on October 3, 2018; Karen Brown and Jeff Hawley were in attendance.

CITY OF KENORA

**Monthly Summary Report
Water & Wastewater Systems**

September 2018

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 September 2018 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:

- Sep 4th
- Sep 10th
- Sep 17th
- Sep 24th

All samples tested were within the allowable parameters.

2.3 Maintenance

- Installed new swing check valve on pump #1 at Zone 4 booster.
- Replaced packing in #3 lowlift pump.
- Adjusted close limits on all filter valves while monitoring leakage.
- Installed new swing check valve on pump #1 at Zone 3 booster.
- Replaced membrane cap on total chlorine analyzer.

2.4 Training

- No training took place in the month of September.

2.5 Water Quality Complaints

- There were no water quality complaints in the month of September.

2.6 Other Information

- Distribution chlorine residuals were collected on a weekly basis.
- Weekly microcystin and T&O samples were collected for voluntary DWSP algal toxin monitoring program.

3.0 Water Distribution System and Wastewater Collection System

3.1 Maintenance

3.1.1. Water Distribution

- September 7 – Dug and repaired curb stop at: 1135 Valley Drive.
- September 12 – Dug and repaired service leak at: 327 Third Street North.
- September 17 – Dug and repaired watermain break at: 202 Main Street Rideout.
- September 18 -19 – Dug and repaired service leak at: 911 Guernsey Street.

3.1.2. Wastewater Collection

- September 4 – Televised and rodded plugged sewer at: 1135 Valley Drive.
- September 7 – Dug and repaired collapsed sewer at: 1135 Valley Drive.
- September 10 – Replaced Grinder Pump at: 6 Universal Drive.
- September 11 - Rodded plugged sewer at: 327 Third Street North.
- September 12 – Dug and repaired collapsed sewer at: 327 Third Street North.
- September 14 – Rodded plugged sewer at: 314 Seventh Avenue South.
- September 17 – Rodded plugged sewer at: 13 ½ Mellick Avenue.
- September 19 – Televised sewer service at: 322 First Street North.
- September 21 – Replaced Grinder Pump at: 15 Minnesota Street.
- September 26 – Dug and repaired collapsed sewer main at: 827 Fifth Avenue South
- September 26 – Rodded sewer service at: 9 Mary Lou Street.

3.1.3. Water Thaws:

	September 2017	September 2018
City	0	0
Private	0	0

3.2 Training

- The majority of staff attended 6 hour long Hands-on training related to maintenance of “Flygt Pump(s)” put on by Xylem Inc. in Winnipeg, Manitoba.

3.3 Water Quality Complaints

There were no customer complaints reported to the Water Treatment Plant for the month of September. See item 2.5 for more details.

3.4 Boil Water Advisory(s) - 2018

Date and Location:

- September 24 – Headwaters Condo on Forestry Bay.
- September 27 – One (1) resident on Sylvan Street and two (2) residents on Ocean Avenue.

3.5 Other Information

- The Ontario Ministry of the Environment, Conservation and Parks (MECP) 2018/2019 inspection report on the Kenora Drinking Water System was received.

4.0 Wastewater Treatment Plant

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

4.2 Samples

4.2.1. **Monthly** - Complete Analyses of Treated Effluent and Raw Sewage Samples sent out on September 19, 2018 - Results:

- Total BOD (biological oxygen demand) Raw Sewage: 96 [mg/L]
- Total BOD Final Effluent: 2.9 [mg/L] - limit is 25 [mg/L].
- Total Suspended Solids Raw Sewage: 178 [mg/ L]
- Total Suspended Solids Final Effluent: 2 [mg/ L] - limit is 25 [mg/L]

4.2.2. **Weekly** - Final Effluent Bacti Samples sent to ALS Laboratory on September 4, 10, 19, 25 2018 - Results: Organisms/100 ml

- Geometric Means from samples in September: 10 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 effluent leaves the plant with a geometric mean of 10 organisms/100 mL, which is within the limit of 200 organisms/100 mL. Plant final effluent BOD was 2.9 p.p.m., and final effluent T.S.S. was 2 p.p.m., both well within the C of A requirements.

4.3 Maintenance

4.3.1. Sludge press maintenance (clean and grease) 700building.

- 4.3.2. UV maintenance in the 300 building.
- 4.3.3. Clean all filters in the HRV in the 100 building.
- 4.3.4. Electrician repaired barscreen at the MCC panel in 100 building.
- 4.3.5. Installed three new rotork actuators.
- 4.3.6. Clean sediment pond at the 100 building.
- 4.3.7. Placed decals on mono rails in the UV room in the 300 building.
- 4.3.8. Electrician replaced receptacle in the 100 building.
- 4.3.9. Electrician replaced fuse for the sewer ejector pump in the 500 building.

4.4 Training

- 4.4.1 No training took place in the month of September.

4.5 Other Information

- 4.5.1 Health and Safety inspection was conducted on September 5, 2018.

Schedule "A"

**Water Systems Flow and Operating Data
Monthly Summary Report - 2018**

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	212450	198049	230215	207585	205931	198206	213610	219969	191615	192351			2069981
Maximum Daily Influent Flow	m ³ /day	7524	7969	8836	7771	7689	7995	7966	7914	7056	7767			78487
Minimum Daily Influent Flow	m ³ /day	6235	6382	6439	6194	5191	5774	6003	5916	5574	5195			58903
Average Daily Influent Flow	m ³ /day	6853	7073	7426	6920	6643	6607	6891	7096	6387	6205			68101
Maximum Daily Instantaneous Influent Flow	m ³ /day	23160	21863	22609	21426	21394	21589	21690	21784	21871	23079			220465
<u>Effluent Flow</u>														
Total Effluent Flow	m ³ /month	193828	181191	210679	189895	188995	182138	197516	203878	177777	176471			1902368
Maximum Daily Effluent Flow	m ³ /day	7167	7361	8063	7102	7059	7441	7451	7341	6547	6652			72184
Minimum Daily Effluent Flow	m ³ /day	5727	5894	5845	5724	4685	5451	5641	5524	5089	4815			54395
Average Daily Effluent Flow	m ³ /day	6253	6471	6796	6330	6097	6071	6371	6577	5926	5693			62585
Plant Meter Reading	m ³ /month	3132	2855	3247	2984	3062	2998	3254	3824	3873	4081			
Compensated Total Effluent Flow	m ³ /month	190696	178336	207432	186911	185933	179140	194262	200054	173904	172390			1869058
<u>Samples</u>														
<u>Weekly Bacteriological</u>														
Number of Raw Samples Taken		5	4	4	5	4	4	5	4	4	5			44
Number of Treated Samples Taken		5	4	4	5	4	4	5	4	4	5			44
Number of Distribution Samples Taken		30	24	24	30	24	24	30	24	24	30			264
<u>Boil Water Advisory Bacteriological</u>														
Number Taken		18	0	8	2	4	10	8	18	6	28			102
<u>WTP Callouts</u>														
		3	2	4	0	11	24	8	2	18	6			78
<u>Water Thaws</u>														
	City	8	27	6	0	0	0	0	0	0	0			41
	Private	6	11	1	2	0	0	0	0	0	0			20
	Total	14	38	7	2	0	0	0	0	0	0			61

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2018

		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.	195,123	170,826	212,051	233,787	258,783	241,894	223,077	194,923	177,882	225,190			2,133,536
Maximum Daily Influent Flow	m ³ /day	6,848	6,421	7,588	10,976	11,823	12,361	8,786	7,201	8,482	9,377			89,863
Minimum Daily Influent Flow	m ³ /day	5,746	5,746	6,189	6,399	7,178	6,845	6,311	5,721	4,862	5,760			60,757
Average Daily Influent Flow	m ³ /day	6,294	6,101	6,840	7,792	8,348	8,063	7,196	6,288	5,929	7,264			70,115
<u>Effluent Flow</u>														
Total Effluent Flow	m ³ /mon.	193,822	170,393	209,638	216,745	194,619	N/A	217,747	193,391	177,882	225,190			1,799,427
Average Daily Flow	m ³ /day	6,252	6,085	6,763	7,474	6,278	N/A	7,024	6,238	5,929	7,264			59,307
<u>Samples</u>														
Weekly Bacteriological --ALS Labs		5	4	4	4	5	4	5	4	4	5			44
Number of Raw Samples Taken		1	1	1	1	1	1	1	1	1	1			10
Number of Treated Samples Taken		5	4	4	4	5	4	5	4	4	5			44
Geometric Means (Bacti Samples)		10	13	26	22	10	10	40	10	10	35.97			187
Sludge Hauled to Landfill	m ³ /mon	273.6	228	261.8	251	285	296	216.6	228	239.4	205.2			2,485
<u>Callouts</u>														
		1	2	0	2	2	6	4	3	1	0			21

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2017

Wastewater Plant Flows		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<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	233,930	278,964	222,648	200,250	2,241,239
Maximum Daily Influent Flow	m ³ /day	6,612	12,043	9,490	8,388	8,751	4,715	9,793	4,897	13,043	16,611	8,371	6,923	109,637
Minimum Daily Influent Flow	m ³ /day	4,857	4,957	5,220	6,519	3,928	3,270	3,358	1,767	4,231	7,017	6,718	5,921	57,763
Average Daily Influent Flow	m ³ /day	5,633	6,136	6,271	7,105	5,814	3,833	5,494	2,770	7,546	8,998	7,422	6,460	73,482
<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	227,033	265,909	214,868	196,144	2,171,106
Average Daily Flow	m ³ /day	5,601	6,025	6,063	6,665	5,435	3,795	5,406	2,806	7,323	8,577	7,162	6,327	71,185
<u>Samples</u>														
<u>Weekly Bacteriological --ALS Labs</u>		4	4	5	4	5	4	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	5	4	4	5	4	4	5	4	52
Geometric Means (Bacti Samples)		30.8	11.9	10	31.24	10	0	10	10	191	10	42.77	10	368
Sludge Hauled to Landfill	m ³ /mon	228	251	239	171	239	103	91	57	182.4	239.4	216.6	193.8	2,211
<u>Callouts</u>														
		0	0	0	2	1	11	3	3	10	7	3	1	41



November 30, 2018

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

Agenda Item Title: 2019 Hourly Equipment and Truck Rental Tender

Background Information:

The City of Kenora puts out an annual tender for the hiring of non-owned equipment and trucks on an as required basis throughout the year. The tender for Equipment and Truck Hourly Rental closed on November 29, with formal tenders received from six companies. The contractors provided hourly rates for various pieces of equipment and types of trucks as specified in the tender document. The tenders are broken down into ranking lists showing the various items with the contractor's name, information and hourly rate included. The equipment is ranked by lowest price rated first and then by the newer year of equipment being rated higher should identical pricing be received for the same category of equipment. The trucks are rated with one truck from each contractor being ranked first using the same ranking methodology as the equipment, prior to additional trucks of the same contractor being included in the ranking listing. The ranking lists for both equipment and trucks are attached. These ranking lists will be distributed to City departments for their use when hiring non-owned equipment and trucks throughout 2019. All categories of equipment and trucks received a minimum of one price with the exception that there were no bidders for vacuum trucks.

Resolution for Council:

That the tenders for the Hourly Rental of Equipment and Trucks for 2019 be hereby received; and further

That the attached Ranking Lists for Hourly Rental of Equipment and Trucks for 2019 be accepted and adopted for the purposes of hiring non-owned equipment and Trucks during the period of January 1 through to December 31, 2019.

Budget: 2019 Operating Budget

Risk Analysis: There would be a moderate impact to the City both financially as well as operationally without a tendered price list for rental of non-owned equipment and trucks. The City will avoid this moderate risk by receiving hourly rates for equipment and trucks, which are ranked lowest to highest, prior to the hiring of contracted services.

Communication Plan/Notice By-law Requirements:

Jeff Hawley, Marco Vogrig, Roads Division Lead

Strategic Plan or other Guiding Document:

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

Briefing By: Jeff Hawley, Operations & Infrastructure Manager

Bylaw Required: No

2019 Hourly Equipment Rental Tender

Ranking List

TYPE OF EQUIPMENT	RANK	YEAR	MACHINE DESCRIPTION	RATE/HR.
BACKHOE/LOADER COMBINATION:				
Moncrief Construction Ltd	1	2005	John Deere 310SG	\$95.00
CJ Edwards and Son Ltd	2	2004	John Deere 310SG	\$95.00
BACKHOE/CRAWLER: (.7 cb. m.)				
Lawrence F Derouard Trucking Ltd	1	2007	Komatsu 220	\$130.00
Lawrence F Derouard Trucking Ltd	2	2006	Caterpillar 320	\$130.00
Buck's Backhoeing	3	2006	Hyundai 210	\$135.00
Moncrief Construction Ltd	4	2014	Linkbelt 210	\$140.00
Moncrief Construction Ltd	5	2007	Komatsu PC200LC-8	\$140.00
Moncrief Construction Ltd	6	2010	John Deere 240	\$145.00
Lawrence F Derouard Trucking Ltd	7	2006	Caterpillar 330	\$165.00
Moncrief Construction Ltd	8	2007	Komatsu PC270LC-8	\$170.00
Pioneer Construction	9	1995	Cat 330L	\$170.00
Titan Contractors Ltd	10	2012	Cat 320D	\$175.00
CJ Edwards and Son Ltd	11	2015	Hitachi 290LC	\$180.00
Moncrief Construction Ltd	12	2015	Komatsu PC360LC-10	\$180.00
Moncrief Construction Ltd	13	2007	Komatsu PC200LC-8	\$190.00
CJ Edwards and Son Ltd	14	2005	Hitachi 330LC	\$190.00
Titan Contractors Ltd	15	2013	Cat 336D	\$195.00
Titan Contractors Ltd	16	2007	Komatsu 300HD	\$220.00
Moncrief Construction Ltd	17	2015	Komatsu PC490LC-10	\$250.00
BACKHOE/CRAWLER: (.12 cb m)				
Moncrief Construction Ltd	1	2009	John Deere JD35 Mini	\$85.00
Moncrief Construction Ltd	2	2012	Komatsu PC55 MR3	\$90.00
Titan Contractors Ltd	3	2017	Cat 305.5E	\$120.00
Titan Contractors Ltd	4	2012	Cat 305D	\$120.00
BACKHOE/CRAWLER: (.3 cb m)				
Moncrief Construction Ltd	1	2011	John Deere 120D	\$105.00
Moncrief Construction Ltd	2	2015	Komatsu PC138USLC-10	\$110.00
CJ Edwards and Son Ltd	3	2010	Hitachi 120EX	\$120.00
Titan Contractors Ltd	4	2013	Cat 312E	\$140.00
Titan Contractors Ltd	5	2001	Cat 312C	\$140.00
BACKHOE - RUBBER TIRE: (.5 cu m)				
Pioneer Construction	1	2008	Cat 420E IT	\$95.00
Moncrief Construction Ltd	2	2001	Volvo EW170	\$110.00
Buck's Backhoeing	3	2000	Hyundai 200W	\$120.00
Buck's Backhoeing	4	1987	John Deere 595	\$125.00
Moncrief Construction Ltd	5	2001	Volvo EW170	\$160.00
FRONTEND LOADER 1.5 cubic m				
Buck's Backhoeing	1	1975	John Deere 544B	\$90.00
CJ Edwards and Son Ltd	2	2016	Komatsu 200PZ	\$110.00
CJ Edwards and Son Ltd	3	2007	John Deere 544J	\$110.00
CJ Edwards and Son Ltd	4	2005	Komatsu 200PT	\$110.00
Titan Contractors Ltd	5	2003	Cat IT28G	\$110.00
Titan Contractors Ltd	6	2000	Cat IT28G	\$110.00
Titan Contractors Ltd	7	1999	Cat IT28G	\$110.00
Lawrence F Derouard Trucking Ltd	8	1994	John Deere 544E	\$110.00
FRONTEND LOADER 2.0 cubic m				
Buck's Backhoeing	1	1980	John Deere 644B	\$95.00
Lawrence F Derouard Trucking	2	2002	John Deere 644H	\$130.00
CJ Edwards and Son Ltd	3	2000	Cat 962G	\$130.00
Moncrief Construction Ltd	4	2012	Komatsu WA250	\$135.00
Moncrief Construction Ltd	5	2013	Komatsu WA380	\$140.00
Moncrief Construction Ltd	6	2006	John Deere 724J	\$150.00
Pioneer Construction	7	2008	Cat 950H	\$155.00

Pioneer Construction	8	2008	Cat 966H	\$175.00
Pioneer Construction	9	2013	Cat 980H	\$180.00
Titan Contractors	10	2017	Cat 972M	\$195.00
Titan Contractors	11	1995	Cat 980G	\$220.00
BULLDOZER (50 KW):				
Pioneer Construction	1	1996	Cat DC3	\$115.00
Titan Contractors	2	2012	Cat D5K	\$125.00
Moncrief Construction Ltd	3	1988	Cat D5H	\$140.00
Moncrief Construction Ltd	4	2005	John Deere 750J	\$165.00
BULLDOZER (120 KW):				
Lawrence F Derouard Trucking	1	1987	Cat D6L6PH	\$145.00
Moncrief Construction Ltd	2	2017	Komatsu D65PX-18	\$175.00
Moncrief Construction Ltd	3	2015	Komatsu D61PXL-23	\$190.00
Moncrief Construction Ltd	4	2014	Komatsu D85PX-15	\$210.00
BULLDOZER (210 KW):				
Moncrief Construction Ltd	1	1992	Cat D8N	\$230.00
GRADER (135 KW):				
Moncrief Construction Ltd	1	1989	John Deere 772BH	\$120.00
Titan Contractors	2	2011	Cat 140M	\$140.00
Titan Contractors	3	2001	Cat 140H	\$140.00
Pioneer Construction	4	2003	Cat 140H	\$155.00
GRADER (185 KW):				
Moncrief Construction Ltd	1	2010	John Deere 770G	\$145.00
Moncrief Construction Ltd	2	2002	Volvo G780	\$145.00
Lawrence F Derouard Trucking Ltd	3	1987	Champion 740A	\$145.00
HYDRAULIC BREAKER:				
CJ Edwards and Son Ltd	1	2004	John Deere 310SG	\$130.00
Moncrief Construction Ltd	2	2012	Komatsu (Vulcan) PC55 MR3 (V8GS)	\$140.00
CJ Edwards and Son Ltd	3	2010	Hitachi 120EX	\$160.00
Moncrief Construction Ltd	4	2015	Komatsu (Vulcan) PC138USLC-10(VG12GS)	\$175.00
Titan Contractors	5		Cat 312 Euroram 115	\$225.00
CJ Edwards and Son Ltd	6	2015	Hitachi 290LC	\$250.00
Moncrief Construction Ltd	7	2015	Komatsu (Vulcan) PC360LC-10(VG30-1)	\$275.00
CJ Edwards and Son Ltd	8	2005	Hitachi 330LC	\$350.00
Titan Contractors	9		Komatsu 300 Euroram 160	\$350.00
Moncrief Construction Ltd	10	2015	Komatsu (Vulcan) PC490LC-10 (VG50)	\$370.00
HYDRAULIC CRANE				
CJ Edwards and Son Ltd	1	2014	National NBT40127	\$250.00
CJ Edwards and Son Ltd	2	2006	Grove 900E	\$350.00
HYDRAULIC BOOM TRUCK				
CJ Edwards and Son Ltd	1	2001	Manitowac 2794C	\$180.00
			Add Trailer (Saturn 30')	\$225.00
VACUUM TRUCK NO BIDS				
HYDRAULIC VAC TRUCK				
Moncrief Construction Ltd	1	2015	Vermeer VX 70-800	\$220.00
Moncrief Construction Ltd	2	1999	Peterbilt 1400-2700	\$265.00
PACKER				
Titan Contractors	1	2009	Cat C556	\$130.00

2019 Hourly Truck Rental Tender

Ranking List

CONTRACTOR	RANK	YEAR	TYPE OF TRUCK	BOX SIZE	RATE/HR. W/DRIVER
TANDEM:					
Moncrief Construction Ltd	1	2012	Mack Chu-613	14	\$90.00
Buck's Backhoeing	2	2012	International	12	\$90.00
Lawrence F. Derouard Trucking Ltd	3	2002	Western Star Con	20	\$90.00
Pioneer Construction	4	2009	STR Sterling	10	\$100.00
CJ Edwards and Son Ltd	5	2007	Peterbilt		\$100.00
CJ Edwards and Son Ltd	6	2004	Kenworth		\$100.00
CJ Edwards and Son Ltd	7	2004	Kenworth		\$100.00
TANDEM - ROCK BOX:					
CJ Edwards and Son Ltd	1	2004	Kenworth		\$110.00
CJ Edwards and Son Ltd	2	2004	Kenworth		\$110.00
TRI-AXLE DUMP:					
Lawrence F. Derouard Trucking Ltd	1	2002	Peterbilt	20	\$100.00
Pioneer Construction	2	2018	Mack 800	15	\$105.00
Moncrief Construction Ltd	3	2018	Kenworth	15	\$105.00
CJ Edwards and Son Ltd	4	2018	Kenworth		\$105.00
Titan Contractors	5	2012	Peterbilt	18	\$125.00
Lawrence F. Derouard Trucking Ltd	6	2002	Peterbilt	20	\$100.00
Lawrence F. Derouard Trucking Ltd	7	2002	Western Star Con	20	\$100.00
Lawrence F. Derouard Trucking Ltd	8	2000	Kenworth Con	20	\$100.00
Lawrence F. Derouard Trucking Ltd	9	1999	Peterbilt Con	20	\$100.00
Moncrief Construction Ltd	10	2018	Kenworth	15	\$105.00
CJ Edwards and Son Ltd	11	2013	Peterbilt		\$105.00
Pioneer Construction	12	2012	WBI Western	14	\$105.00
Moncrief Construction Ltd	13	2008	International	14	\$105.00
Moncrief Construction Ltd	14	2007	International	14	\$105.00
Moncrief Construction Ltd	15	2007	International	14	\$105.00
Pioneer Construction	16	1998	Conn International	14	\$105.00
TRACTOR TRAILER END DUMP:					
Moncrief Construction Ltd	1	2014	Kenworth	18	\$120.00
Lawrence F. Derouard Trucking Ltd	2	2008	Peterbilt Con	26	\$120.00
CJ Edwards and Son Ltd	3	2014	Peterbilt		\$130.00
Moncrief Construction Ltd	4	2014	Kenworth	18	\$120.00
Moncrief Construction Ltd	6	2014	Kenworth	18	\$120.00
Lawrence F. Derouard Trucking Ltd	5	2007	Peterbilt Con	26	\$120.00
Lawrence F. Derouard Trucking Ltd	7	1999	Peterbilt Con	26	\$120.00
CJ Edwards and Son Ltd	8	2010	Peterbilt		\$130.00
TRACTOR TRAILER BELLY DUMP:					
TANDEM AXLE					
Moncrief Construction Ltd	1	2014	Kenworth	17	\$110.00
CJ Edwards and Son Ltd	2	2014	Peterbilt		\$115.00
Titan Contractors	3	2009	Kenworth		\$125.00
TRI-AXLE					
Moncrief Construction Ltd	1	2014	Kenworth	18	\$120.00
Lawrence F. Derouard Trucking Ltd	2	2008	Peterbilt Con	28	\$120.00
Titan Contractors	3	2012	Peterbilt		\$130.00
Moncrief Construction Ltd	4	2014	Kenworth	18	\$120.00
Moncrief Construction Ltd	5	2014	Kenworth	18	\$120.00
Lawrence F. Derouard Trucking Ltd	6	2007	Peterbilt Con	28	\$120.00
Titan Contractors	7	2006	Kenworth		\$130.00
Titan Contractors	8	2004	Peterbilt		\$130.00