



## **AGENDA**

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

**Tuesday, September 17, 2019**

**12:00 p.m.**

**City Hall Council Chambers**

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

#### **2. Blessing – Councillor Ralko**

#### **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:

- Amend the 2019 Capital Budget to withdraw funds from the Roads Reserve in the amount of \$16,200.00 (plus applicable taxes) to offset the cost of the consultant work related to an Aggregate Pit Extension on Ritchie Road project
- Amend the Tariff of Fees and Charges bylaw, Schedule D, to increase water and sewer rates by 5.5% in 2020 and give effect to new sewer and water service fees for multiplex units and properties serviced by one meter with multiple individual living units on a parcel of land(s)
- Amend the 2019 Operating & Capital Budget to withdraw funds from the Art Centre Capital Funds in the amount of \$779,842 to offset the cost of this construction and related capital expenses
- Amend the 2019 Operating & Capital Budget to withdraw additional funds from Roads Reserve in the amount of \$10,000.00 for additional CCTV works and LDS flushing
- Rename a portion of what is locally known as First Street South (from Chipman Street to Park Street) to ~~Jean Street~~ Thistle Drive
- Reconfirm the January 2010 resolution declaring Town Island as surplus to the needs of the municipality and direct administration to proceed with a competitive RFP process for the sale of Town Island

#### **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 – August 13, 2019

## **6. Presentations/Deputations**

Approximately five (5) minutes per person/group.

- Darby Spicer, Lifeguard - Kenora Recreation Centre Presentation
- Carolyn Hudson – Kenora Senior Coalition/Age Friendly Steering Committee (Affordable Rental Accommodations for Seniors)
- Wes Siemens – Rabbit Lake Trailer Park (Park Water Billing)

## **7. Additions to Agenda** (urgent only)

## **8. Appointments**

- A member will be appointed to Planning Advisory Committee

## **9. Reports from Committee of the Whole**

### **9.1 Administration & Finance**

- July 2019 Financial Statements
- Prudent Investor Standard for Municipal Investments
- Section 357 Adjustments
- Water & Sewer 2020 Rate Increase
- Integrity Commissioner Request for Inquiry
- Health & Safety Policy Amendments

### **9.2 Fire & Emergency Services**

- No Reports

### **9.3 Operations & Infrastructure**

- Budget Amendment – CCTV Works
- Kenora Drinking Water Quality Management Standards
- DTR Project – Renaming of First Street
- Budget Amendment – Ritchie Road Aggregate Pitt Project
- Tariff of Fees & Charges – Schedule D – Multi Unit Water Rates

### **9.4 Community Services**

- Budget Amendment – Douglas Art Centre
- Extension to Douglas Art Centre Loan Agreement
- Ice Allocation Policy #CS-1-1
- City Trails Use by Horses

### **9.5 Development Services**

- Town Island Sale
- Tree Canopy Policy

## **10. Housekeeping Resolutions**

- Q2 Report for Kenora Fire & Emergency Services
- Various Committee Minutes
- Water Wastewater Systems Monthly Summary – July 2019

## 11. Tenders

- Screened Winter Sand Tender

## 12. By-laws

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

- Confirmatory
- Water & Sewer 2020 Rate Increase
- Health & Safety Policy Amendments
- Budget Amendment – CCTV Works
- DTR Project – Renaming of First Street
- Budget Amendment – Ritchie Road Aggregate Pitt Project
- Tariff of Fees & Charges – Schedule D – Multi Unit Water Rates
- Budget Amendment – Douglas Art Centre
- Extension to Douglas Art Centre Loan Agreement
- Ice Allocation Policy #CS-1-1
- Tree Canopy Policy

## 13. Notices of Motion

- Councillor McMillan, Environmental Emergency
- Councillor Smith, Site Plan Control Policy Review

## 14. Proclamations

- Rail Safety Week – September 23-29, 2019
- Commemorating the 150th Year Since the Arrival of the First British Home Children

## 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 – CAO & Mayor Update)

## 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**.



# Housekeeping Reports NOT attached to Committee of the Whole Agenda

**August 26, 2019**

## **Housekeeping Council Briefing**

**Agenda Item Title:** 2019 Fire and Emergency Services Second 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:** April 1st to June 30<sup>th</sup>.

### **Emergency Responses**

During this quarter, Kenora Fire and Emergency Services responded to 126 emergency calls with a total of 223 calls to date.

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

1. Fire: A very busy second quarter with 22 fires including 8 structure fires: 204 Minto Street, Coney Island , old Devils Gap Lodge, 16 Mikado Ave, Kenora Forest Products, 624 and 628 Second St. S, 314 Second Str. N., electrical fires, cooking fire and 8 grass/forest fires.
2. Fire Alarm, Smoke Alarm or Carbon Monoxide Detector Related: 31 alarm calls including 8 carbon monoxide calls, 23 fire alarm system activations.
3. Emergency Medical Response: 16
4. Burning Complaints: 27
5. Motor Vehicle Collisions: 7 incidents on local roads and area highways.
6. Water/Ice Rescue: 2
7. Elevator Calls: 3
8. Natural Gas: 5
9. Other: 12 calls including a flooding at Ontario Hydro, child stuck in mud at construction site, child stuck in a swing, fuel spills, OPP assistance, and strange odors in homes.

### **First Nations Emergency Response Agreements**

The CKFES responded to 6 emergency calls during this quarter on local First Nation partners including a large loss fire at the old Devils Gap Lodge. We continue to work with our partners on fire safety and fire prevention activities. Fire Chief has been working with local Les Prince, Fire Prevention Specialist for AKRC providing information, website links and contacts in fire prevention. Discussions with AKRC Fire Prevention Specialist to perform a Fire Prevention Program at Rat Portage First Nation.

## **Fire Inspections**

The CKFES continues to be proactive in administering the Ontario Fire Code through our Fire Inspection Program, completing 11 fire code inspections and several consultations during this quarter. CKFES are working closely with KDSB, KACL and 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 care and treatment homes that meet these requirements. The CKFES works closely with them to ensure they meet their annual legislated requirements.

To date inspections and fire drills have been completed on Birchwood Terrace and Pinecrest Nursing Homes with the remainder planned for this fall.

## **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: 5 KACL buildings
2. Hall Tours: 8 tours including Amateur Radio, KPFFA Hockey Team, local families and local summer kid camps.
3. Northwestern Health Unit – Safe Communities Monthly meetings,
4. Valley View School Fire Safety and Station Tour
5. SMB School Fire Safety and Station Tour
6. Safe Communities - Father's Day Bike Ride
7. Safe Grad 2019 – June 27<sup>th</sup>
8. Child Car Seat Installation Clinic
9. Fire Extinguisher Training: Bluewave Energy (10 people) , Abinooji Child and Family Services (24 people)
10. 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. This quarter featured Carbon Monoxide Alarm Awareness, Camp Fire Safety, Fireworks Safety, No Time to Spare Plan your escape for Seniors.
11. CKFES continues to utilize our FACEBOOK page for fire safety information, messaging and fire department information.

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

## **Firefighter Training**

1. First Aid/CPR Recertification
2. Search and Rescue
3. Chainsaw Safety
4. Wild fire Suppression
5. Administrative Training
6. Pre Planning and Building Size Up
7. Kenricia Hotel Tour
8. Auto Extrication Training
9. Pumper Operations

## **Other**

1. Monthly Chief Fire Officer Meetings
2. Monthly Health and Safety Meetings
3. Chief attended the Northern Ontario Fire Training Advisory monthly conference calls.
4. As Zone 10A representative, Chief participated in monthly Provincial Advisory Committee (PAC) conference calls through the Ontario Fire Association of Fire Chiefs.
5. Chief attended Monthly Safe Communities Kenora meetings at the Northwestern Health Unit.
6. Chief attended monthly Safe Grad 2019 meetings and Safe Grad 2019 on June 27<sup>th</sup>
7. Chief attended Bi-Monthly Risk Table meetings at Kenora OPP station.
8. Annual truck safety inspections and safeties.

## **Firefighter Recruitment and Retention**

Kenora Fire and Emergency Services is at one of its lowest levels for volunteer firefighters and is finding it very hard attract interest and retain firefighters. This issue is occurring nationally and departments are looking at different ways to attract volunteers and retain them. KFES currently has 26 volunteers about 50% of the number allowed through our current agreement.

A new recruitment drive is underway for a fall hire and training.

## **Regional Training Centre – Recruit and Firefighter Training**

CKFES continues to be a leader in our area in training and developing firefighters. As part of our annual recruit program Kenora offers a weekend NFPA Level 1 Regional Fire Fighter Training program for all fire departments in our area.

Discussions are underway with local Treaty Three First Nations with fire teams to provide training to their departments.

Kenora Fire will continue to develop a Regional Training Centre and is in discussions with the Ontario Fire College to provide further firefighter training opportunities for all departments in the area. The 2019 Capital approval to purchase shipping containers along with the TransCanada Pipeline donation of \$25,000.00 to develop Live Burn Fire Training Cells will increase our opportunities to deliver a more comprehensive training package to our team and surrounding departments. Ground preparation is under way at Station 3 for the placement of burn cells.

## **Apparatus**

Annual Pump testing for all apparatus was completed in September. During the pump testing it was discovered that the pump in Pumper 4 required rebuilding. Pump 4 is a 1988 International Pumper located at Station 3. The pump requires a completed rebuild costing an estimated \$20,000.00. Pump 4 is a 30 year old pumper in poor condition and the decision has been made to not repair the apparatus. Pump 4 will be taken out of service in 2019. The intention is to replace Pump 4 with a Crew Cab in 2020.

## **Emergency Management**

**Public Education:** Emergency Preparedness Week - This year's theme " Stay informed, stay connected." and "Be prepared – Make and Escape Plan" and promoted more people to sign up for emergency notification through ***Kenora Alerts*** program.

**CP Rail Mock Disaster and Spill:** The Fire Chief, Community Emergency Management Coordinators and CP Rail Hazmat and Emergency Response Officer work closely in developing a CP Rail Mock Derailment and Spill exercise and was conducted on June 25<sup>th</sup>, 2019. The intent of the exercise was to test Kenora's Emergency Control Group, Kenora Fire and Emergency Services response times, scene management, CP Rail's Emergency response personnel and CPR Emergency response contractors in the deployment of booms to contain the spill.

Organizations involved:

- Kenora's Emergency Control Group
- Kenora Fire and Emergency Services
- Ontario Provincial Police
- Ambulance
- Ministry of Environment
- Ontario Spills Action Centre
- Kenora Dispatchers
- Local CPR managers and staff
- CPR Emergency Response contractors out of Winnipeg and Thunder Bay (Contractors were not advised in advance of activation)

Evaluate on:

- Response time
- Scene Management
- KFES Response
- Emergency Control Group response management
- CPR Equipment mobilized
- Effectiveness of boom deployment
- Competency of boom deployment

Overall, the exercise was a success with some minor improvements to communications, exercise management and minor changes to unified command when attending with CPR staff. CPR was very happy with City efforts, response times and their environmental contractor boom deployment efforts.



**Budget:** No Budget effects.

**Communication Plan/Notice By-law Requirements:** None

**Strategic Plan or other Guiding Document:** Aligns with the City of Kenora's Values contained within Strategic Plan 2015-2020, specifically, "we strive for continuous service improvements through innovation, leadership and best practices; we consider community, public and workplace safety in every decision we make; we manage the municipal finances in a responsible, prudent and transparent manner; and is consistent with Corporate Goal #2-3 and Corporate Goal #3-3

**Risk Analysis:** As per the City's ERM Policy, there is no risk Associated with this quarterly briefing report.

**Resolution for Council:**

That Council hereby accepts the 2019 Second Quarter Report from the Kenora Fire and Emergency Services Department for the period of April 1 to June 30, 2018.

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

**Bylaw Required:** No

## **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:

- July 25, 2019 & August 22, 2019 – The Muse
- June 5, 2019 – Environmental Advisory Committee
- June 20, 2019 - Tourism Committee
- May 7, 2019 - Kenora Police Services Board
- July 23, 2019 – Lake of the Woods Development Commission

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

- May 30, 2019 & June 21, 2019 - District of Kenora Home for the Aged Board of Management
- June 20, 2019 – Kenora District Services Board; and further

That these Minutes be circulated and ordered filed.

**Briefing By:** Kelly Galbraith, Deputy Clerk

**Bylaw Required:** No

August 12, 2019

## **Housekeeping Council Briefing**

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

**Agenda Item Title:** 2019 Water & Wastewater Systems Monthly Summary Report – July

**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 2019 Water and Wastewater Systems Monthly Summary Report for July.

**Resolution for Council:**

That Council of the City of Kenora hereby accepts the July 2019 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**

July 2019

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

## **1.0 Introduction**

This report contains the major maintenance activities and operational events that occurred during the month of July 2019 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:

- July 2
- July 9
- July 15
- July 22
- July 29

All samples tested were within the allowable parameters.

### **2.3 Maintenance**

- Changed oil and replaced belt on #2 air compressor.
- Replaced dessicant in filter #1 turbidimeter.
- Replaced rotor on #1 alum pump.
- Replaced suction and discharge gate valves from #3 pump at Norman Booster.
- Removed #3 pump from Norman Booster for repair/inspection.
- Replaced belts on lowlift, east clarifier, and west clarifier exhaust fans.
- Worked on #2 highlift VFD installation.

### **2.4 Training**

- No training took place for the month of July.

## **2.5 Water Quality Complaints**

- There was one water quality complaint in July. Resident complained brown colored water. Operator confirmed color in water, and checked chlorine residual. Residual was 0.39 mg/L, which is still adequate but much lower than expected in this area. It was determined that a valve was broken in the off position which created a dead end situation where it would normally be looped. Distribution operators dug and replaced valve.

## **2.6 Other Information**

- Annual Ministry of Environment, Conservation, and Parks (MECP) inspection took place, with a 100% compliance result.
- Alkalinity and pH samples were collected for Reg 170 distribution lead testing.
- Super-chlorination sampling and additional bacte tests are being conducted for new construction downtown as well as other main replacements.

# **3.0 Water Distribution System and Wastewater Collection System**

## **3.1 Maintenance**

### **3.1.1. Water Distribution**

- July 15 – Dug and repaired curb stop at: 431 Fourth Street North.
- July 30 – Dug and repaired broken watermain valve at: 58 Tenth Avenue South.

### **3.1.2. Wastewater Collection**

- July 2 – Rodded plugged sewer at: 734 Park Street
- July 4 – Dug and repaired collapsed sewer at: 627 First Street South.
- July 5 - Rodded plugged sewer at: 37 Main Street Rideout.
- July 6 - Rodded plugged sewer at: Anicinabe Park.
- July 7 - Rodded plugged sewer at: 9 Mascott Avenue.
- July 13 - Rodded plugged sewer at: 1A Seventh Street South.
- July 15 - Rodded plugged sewer at: 135 Norman Drive.
- July 15 - Rodded plugged sewer at: 314 Seventh Avenue South.
- July 18 - Rodded plugged sewer at: 1231 Minto Avenue.
- July 19 - Dug and repaired collapsed sewer and sanitary manhole at: The intersection of Park Street and Eighth Avenue South.
- July 19 - Rodded plugged sewer at: 521 Second Street South.
- July 22 - Dug and repaired goose neck on grinder pump at: 217 Rabbit Lake Road.
- July 22 – Televised and rodded plugged sewer at: 408 Third Street South.
- July 24 – Dug, repaired and rodded broken sewer at: 404 Third Street South.

- July 25 – Dug and repaired collapsed sewer at: 1231 Minto Avenue.
- July 26 – Rodded plugged sewer at: 1040 Park Street.
- July 29 – Dug and repaired broken sewer main at: 114 Fourth Street North.
- July 30 – Rodded plugged sewer at: 533 First Street South.
- July 31 – Rodded plugged sewer at: 922 Ninth Street North.

• **3.1.3. Water Thaws:**

	July 2018	July 2019
City	0	0
Private	0	0

**3.2 Training**

- No training took place for the month of July.

**3.3 Water Quality Complaints**

There was one water quality complaint for the month of July, see item #2.5 for further details.

**3.4 Boil Water Advisory(s) - 2019**

Date and Location:

- July 4 – Five (5) residents on Fifth Avenue South and seven (7) residents on Sixth Avenue South.
- July 9 – One (1) resident on Park Street.
- July 10 – One (1) resident on Park Street and one (1) resident on First Street South.
- July 11 – One (1) resident on Sixth Avenue South.
- July 30 – Eighteen (18) residents on Park Street, Eleven (11) residents on First Street South, Two (2) residents on Ninth Avenue South and One (1) resident on Tenth Avenue South.

**3.5 Other Information**

- Ministry of Environment, Conservation and Parks (MECP) conducted an unannounced, focused inspection of the Kenora Drinking Water System on July 11, 12 and 17. Final report received on July 31<sup>st</sup> had no non-compliance issues.

## **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 23, 2019 - Results:

- a. Total BOD (biological oxygen demand) Raw Sewage: 113 [mg/L]
- b. Total BOD Final Effluent: 4.9 [mg/L] - limit is 25 [mg/L].
- c. Total Suspended Solids Raw Sewage: 150 [mg/ L]
- d. Total Suspended Solids Final Effluent: 5.7 [mg/ L] - limit is 25 [mg/L]

#### **4.2.2. Weekly - Final Effluent Bacti Samples sent to ALS Laboratory on July 3, 9, 16, 23, 30, 2019 - Results: Organisms/100 ml**

- a. Geometric Means from samples in July: 15.52 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 15.52 organisms/100 mL, which is within the limit of 200 organisms/100 mL. Plant final effluent BOD was 4.9 p.p.m., and final effluent T.S.S. was 5.7 p.p.m., both well within the C of A requirements.

### **4.3 Maintenance**

- Sludge press maintenance (clean and grease) 700 Building.
- Kraynk Welding Limited welded a leaky RAS line in the 600 Building.
- The Electrician replaced a fuse in the HRV in the 100 Building.
- Greased and lime awayed Bank A on the UV Disinfection in the 300 Building.
- Greased the upper bearing on the North screw pump in the 200 Building.
- Installed an exhaust fan in the 200 Building.
- Unplugged the floor drain in the 700 Building.
- Disassembled, cleaned all blower filters, and reassembled blowers units in the 500 and 400 Buildings.

### **4.4 Training**

- No training took place for the month of July.

### **4.5 Other Information**

- Health and Safety inspection was conducted on July 3, 2019. Karen Brown and Biman Paudel both attended.



## Schedule "A"

### Water Systems Flow and Operating Data Monthly Summary Report - 2019

Water Plant Flows		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
Units														
<u>Influent Flow</u>														
Total Influent Flow	m <sup>3</sup> /month	199621	201983	232768	205559	197164	199672	209953						1446720
Maximum Daily Influent Flow	m <sup>3</sup> /day	7598	7840	8500	8048	7072	7633	7928						54619
Minimum Daily Influent Flow	m <sup>3</sup> /day	5584	6469	6558	5649	5361	5500	5831						40952
Average Daily Influent Flow	m <sup>3</sup> /day	6439	7214	7509	6852	6360	6656	6773						47803
Maximum Daily Instantaneous Influent Flow	m <sup>3</sup> /day	22894	16854	17368	17348	16991	17951	17955						127361
<u>Effluent Flow</u>														
Total Effluent Flow	m <sup>3</sup> /month	185093	188211	216932	190974	182971	185576	195560						1345317
Maximum Daily Effluent Flow	m <sup>3</sup> /day	7149	7412	7948	7630	6531	7126	8685						52481
Minimum Daily Effluent Flow	m <sup>3</sup> /day	5149	6061	5890	5415	5144	5205	4468						37332
Average Daily Effluent Flow	m <sup>3</sup> /day	5971	6722	6998	6366	5902	6186	6308						44453
Plant Meter Reading	m <sup>3</sup> /month	3826	3584	4003	3721	3717	3854	3951						
Compensated Total Effluent Flow	m <sup>3</sup> /month	181267	184627	212929	187253	179254	181722	191609						1318661
<u>Samples</u>														
<u>Weekly Bacteriological</u>														
Number of Raw Samples Taken		5	4	4	5	4	4	5						31
Number of Treated Samples Taken		5	4	4	5	4	4	5						31
Number of Distribution Samples Taken		30	24	24	30	24	24	30						186
<u>Boil Water Advisory Bacteriological</u>														
Number Taken		6	4	6	2	18	23	16						75
<u>WTP Callouts</u>														
		1	1	1	2	3	3	10						21
<u>Water Thaws</u>														
City		9	27	50	1	0	0	0						87
Private		16	11	7	0	0	0	0						34
Total		25	38	57	1	0	0	0						121





### Schedule "B"

## Wastewater Systems Flow & Operating Data

### Monthly Summary Report - 2019

[illegible]

## Schedule "B"

### Wastewater Systems Flow & Operating Data Monthly Summary Report - 2018

Wastewater Plant Flows		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<u>Influent Flow</u>														
Total Influent Flow	m <sup>3</sup> /mon.	195,123	170,826	212,051	233,787	258,783	241,894	223,077	194,923	177,882	225,190	192,248	166,260	2,492,044
Maximum Daily Influent Flow	m <sup>3</sup> /day	6,848	6,421	7,588	10,976	11,823	12,361	8,786	7,201	8,482	9,377	8,183	5,946	103,992
Minimum Daily Influent Flow	m <sup>3</sup> /day	5,746	5,746	6,189	6,399	7,178	6,845	6,311	5,721	4,862	5,760	5,575	4,628	70,960
Average Daily Influent Flow	m <sup>3</sup> /day	6,294	6,101	6,840	7,792	8,348	8,063	7,196	6,288	5,929	7,264	6,408	5,363	81,886
<u>Effluent Flow</u>														
Total Effluent Flow	m <sup>3</sup> /mon.	193,822	170,393	209,638	216,745	194,619	N/A	217,747	193,391	177,882	225,190	186,983	165,597	2,152,007
Average Daily Effluent Flow	m <sup>3</sup> /day	6,252	6,085	6,763	7,474	6,278	N/A	7,024	6,238	5,929	7,264	6,233	5,342	70,882
<u>Samples</u>														
Weekly Bacteriological --ALS Labs		5	4	4	4	5	4	5	4	4	5	4	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		5	4	4	4	5	4	5	4	4	5	4	4	52
Geometric Means (Bacti Samples)		10	13	26	22	10	10	40	10	10	35.97	10	10	207
Sludge Hauled to Landfill	m <sup>3</sup> /mon	273.6	228	261.8	251	285	296	216.6	228	239.4	205.2	205.2	307.8	2,998
<u>Callouts</u>														
Callouts		1	2	0	2	2	6	4	3	1	0	0	0	21

# The Corporation of the City of Kenora

## Notice of Motion



Introduced By:	Date:
Councillor Rory McMillan	August 13, 2019

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**I, Councillor Rory McMillan do hereby give Notice of Motion in keeping with Section 7.12 of Council's Procedural By-law #150-2017, and will, at the next regular meeting of this Council to be held Tuesday, September 10, 2019, bring forward the following motion:**

Whereas climate change is currently contributing to billions of dollars in property and infrastructure damage worldwide, stressing local and international economies;

Whereas climate change is currently jeopardizing the health and survival of many species and other natural environments worldwide, stressing local and international ecosystems;

Whereas climate change is currently harming human populations worldwide and within the Northwest by exacerbating health impacts related to heat stress, air pollution, food and water security and quality, proliferation of insect-borne disease vectors, and through rising sea levels and other extraordinary phenomena like intense wildfires locally, nationally and among international communities; Whereas recent international research has indicated a need for massive reduction in carbon emissions in the next 11 years to avoid lock-in of warming surpassing 2°C this century which would guarantee further and devastating economic, ecological, and societal loss;

Whereas the climate in Canada is warming at twice the rate of the rest of the world, as per Canada's Changing Climate report;

Whereas there is and will be significant impact on Economic Development within our immediate area upon the forestry, mining and tourism sectors due to climate change impacts;

Whereas due to the destabilization of historic climate norms and a rise in the intensity and severity of extreme weather and precipitation events, Kenora and the Lake of the Woods area *including the traditional lands of Grand Council Treaty #3 and the Kenora Metis Council* can expect a high likelihood of flooding and shoreline erosion with negative consequences for ecosystem health and resilience and the sustainability of future waterfront developments;

*Whereas Kenora is located within the traditional lands of the Anicinabe of Treaty #3 and the Kenora Metis Council Climate Change does have a significant impact on First Nations and Metis people, their lands and waters, resources, and their way of life;*

Whereas millions of dollars of infrastructure damages by extreme storm events and increases in freeze cycles are destroying our roads and sub-structure infrastructure;

Whereas increases in the incidents of extreme weather can severely impact power lines which will lead to infrastructure failures including water/sewage treatment facilities and pumping stations;

Whereas an emergency can be defined as "an often dangerous situation requiring immediate action";

Whereas municipalities such as London, Kingston, Vancouver, Hamilton, Wolfville Nova Scotia, Selkirk Manitoba and many other communities throughout Quebec and across Canada have already declared and are considering declarations addressing climate emergencies

Whereas the City of Kenora has a Community Energy Plan and a Corporate Energy Conservation and Demand Plan as part of its climate mitigation effort;

THEREFORE BE IT RESOLVED:

1. That the City of Kenora declare a climate emergency that threatens our City, Region, Province, Nation, Civilization, Humanity and the Natural world;
2. That the Environmental Advisory Committee (EAC) of Council work in partnership with City staff who are engaged in addressing the impacts of climate change and establish a Climate Change Task Force comprised of and led by City staff and broader community stakeholder participation *that includes Grand Council Treaty #3 and the Kenora Metis Council*;
3. That this Task Force be directed to investigate and identify:
  - i) Additional actions be taken to incorporate into existing plans and policies to achieve net zero carbon emissions prior to 2050 or earlier;
  - ii) Best processes/practices to centralize reporting on Climate Change for the Corporation of the City of Kenora;

- iii) Gaps in current programs and projects and strategies to address those gaps within the strategic planning process; and
  - iv) The establishment of a public education and communication strategy for the purpose of raising awareness , educating about climate change and the history of climate policy and action;
  - v) *Work in concert with community partners and both the Provincial and Federal Governments to address mitigation strategies, i.e. in the event of increased frequency and intensity of forest fires as a consequence of climate change in our area*
  - vi) The development of a Strategic Plan to guide the City in addressing the mid-century decarbonization goal(s); and
  - vii) Development of a critical path and Terms of Reference to initiate a community awareness and public education strategy to encompass the history of global warming, climate change and the United Nation's Declaration on a Climate Emergency, which is to include the impacts of not taking such action, and the investment vs. the expense of taking such action;
4. That the Task Force report back to Council within a to be defined period of time; and,
  5. That Council supports City of Kenora staff participation on the Task Force to accelerate climate action across the immediate municipal boundaries;
  6. That a copy of this resolution be forwarded to NOMA requesting that it be circulated to member Municipalities to consider a similar action; and,
  7. That this resolution be forwarded to Grand Council Treaty #3 and the Kenora Metis Council seeking their support and partnership in addressing climate change.

# The Corporation of the City of Kenora

## Notice of Motion



|                         |                 |
|-------------------------|-----------------|
| Introduced By:          | Date:           |
| Councillor Sharon Smith | August 13, 2019 |
|                         |                 |

I Councillor Sharon Smith do hereby give Notice of Motion in keeping with Section 7.12 of Council's Procedural By-law #150-2017, and will at the next regular meeting of this Council to be held Tuesday, September 10, 2019, bring forward the following motion:

Whereas the previous Council at its May, 2018, meeting passed a Resolution to repeal By-law number 79-2016 and amendments to the City of Kenora Site Plan Control Policy PP-5-1;

Whereas the reasons cited for the repeal was feedback from the Investment Readiness Assessment for a less burdensome application process;

Whereas Section 8.4 of the Official Plan provides clear intent for the city to utilize SPC to ensure that development in the City is attractive and compatible with adjacent uses;

Whereas the Consultant and staff noted the requirement is over and above the prescribed process required by the Planning Act. Scheduling City staff, Developer staff, reserving space, and holding a Public Meeting, does place an increased burden on an applicant;

Whereas scheduling city staff is a function of employment and expected, and reserving (City) space is a minor logistical issue;

Whereas land use planning helps a municipality set goals about how it will grow and develop, and to work out ways of reaching those goals while keeping important social, economic and environmental concerns in mind;



Whereas land use planning balances the interests of individual property owners with the wider interests and objectives of the whole community;

Whereas interest has been expressed by Councillors and the public for a public consultation process on several files that have recently come before Council;

THEREFORE BE IT RESOLVED:

That the City of Kenora reinstate site plan control public consultations to ensure that development in the City is attractive and compatible with adjacent uses, and to provide the public with an opportunity to comment through a public process.



May 25<sup>th</sup>, 2018

## City Council Committee Report

**To: Mayor and Council**

**Fr: Devon McCloskey, City Planner**

**Re: Review of Policy PP-5-1 Site Plan Control**

### **Recommendation:**

That Council gives three readings to a bylaw to authorize amendments to the City of Kenora Site Plan Control Policy PP-5-1; and further

That by-law number 79-2016 be hereby repealed.

### **Background:**

As a result of the Planning Department's review, as well as feedback received from the Investment Readiness Assessment, it is being recommended that in order to ensure a less burdensome application process toward Site Plan Control (SPC) Approval, that updates and improvements to the policy are warranted.

The Planning Act, provides for Municipalities to designate lands within its boundaries or parts thereof as being subject to Site Plan Approval prior to development or the issuance of Building Permits. As such, the City passed By-law 189-2010 to designate the whole of the city as a site plan control area, and to exempt certain classes of development.

To complement the designation by-law, Policy PP-5-1 is intended to provide an outline of the procedures and requirements, and some design guidelines for the preparation and submission of Site Plan Control Applications.

The first policy was adopted in 2010, and numerous applications have been processed and approved since.

Section 8.4 of the Official Plan provides clear intent for the city to utilize SPC to ensure that development in the City is attractive and compatible with adjacent uses. The policy also recognizes the need to ensure that the process does not create an undue delay or additional costs in the development process.

As per the policy, item 2.1.6, criteria for the requirement of public consultation is listed in five (5) subsections, as follows:

*The criteria for requirement for public consultation are:*

*(i) If proposed development is new, free-standing construction of 300m<sup>2</sup> gross floor area, or greater, and is not the subject of any other application which requires public consultation under the Planning Act; or*

*(ii) If the proposed development is an addition, 50% or greater in size of the existing building and is not the subject of any other application which requires public consultation under the Planning Act; or*

- (i) If proposed development results in a change of use which requires more than 5 parking stalls, and is not the subject of any other application which requires public consultation under the Planning Act; or*
- (ii) If the proposed development is for the installation of a new drive-through facility and is not the subject of any other application which requires public consultation under the Planning Act; or*
- (iii) If the application has been referred to Council and Council recommends that the public be consulted.*

As noted by the Eric McSweeney, of McSweeney and Associates who delivered the Investment Readiness Assessment, the requirement is over and above the prescribed process required by the Planning Act. Scheduling City staff, Developer staff, reserving space, and holding a Public Meeting, does place an increased burden on an applicant.

Whereas the proposal is a permitted land use by the Official Plan and Zoning By-law, there is no opportunity for the public to appeal a decision of a site plan, and the Act does not provide for public consultation.

It is recommended that the policy is amended by deleting the public consultation requirements noted in section 2.1.6, as well as the second part of paragraph 2.1.5, which states "including whether or not the consideration of the application must include public consultation."

It is further recommended that other general housekeeping matters are also addressed. These are denoted within a tracked changes version of the policy. Amendments include the ability for a proponent to register their own agreement as noted in 2.1.11.

Requiring the submission of 1 original hardcopy application form and drawings; along with a digital copy of all of the submission, as noted in 4.1 c) and 4.2.

That the expectation of an landscaping plan noted in paragraph 7 would be to provide the City with a drawing of all the remainder lands exclusive of buildings, structures, parking areas, and so forth. The plan must identify existing and proposed landscaping facilities which may provide for site navigation, drainage, pedestrian walkways, cycling access or parking, beautification such as greenscaped yards, inground gardens or containers.

Finally, that an awareness of predation by nuisance animals such as white tail deer should be considered in both species selection as well as location of landscape features, and changing the term "native plant species" to "indigenous plant species".

**Budget:** No special requests required, City staff time allocated for policy review

**Risk Analysis:** Low Risk – It is anticipated that the policy change will enable improved communication between proponent, City Staff, and Council. Recommendation - pursue policy updates

**Communication Plan/Notice By-law Requirements:** Notice By-law, Manager of Community and Development Services, Building Official, City Planner, Communications Lead.

**Strategic Plan (2016 to 2020):**  
**Develop Our Economy -**

- Provide clear and decisive leadership on all matters of economic growth in Kenora and the surrounding district
- Forge strong, dynamic working relationships with the Kenora business community
- Foster and support entrepreneurial business development
- Promote Kenora to external investment audiences

**Official Plan (2015)**

Section 3.15 Land Use Compatibility – site plan can be used to ensure compatibility between uses.

Section 8.4 Site Plan Approval – the process should not create undue delay or additional costs in the development process

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

## **Public Rail Safety Week September 23 – 29, 2019**

**Whereas** Public – Rail Safety Week is to be held across Canada and the United States from September 23 to 29, 2019; and

**Whereas** it is in the public's interest to raise citizens' awareness on reducing avoidable accidents, injuries and damage caused by collisions at level crossings or incidents involving trains and citizens; and

**Whereas** Operation Lifesaver is a public/private partnership whose aim is to work with the rail industry, governments, police services, the media and other agencies and the public to raise rail safety awareness; and

**Whereas** CN has requested City Council adopt this resolution in support of its ongoing effort to save lives and prevent injuries in communities, including our municipality;

**Therefore be it Resolved That the Week of September 23-29, 2019** to be hereby proclaimed as '**Public Rail Safety Week**' in the City of Kenora, in honour of the men and women whose diligence and professionalism keep our City and citizens safe.

**Proclaimed at the City of Kenora this  
17th day of September, 2019**

A handwritten signature in black ink, appearing to read 'Daniel Reynard', written in a cursive style.

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**Mayor Daniel Reynard**



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

## **Commemorating the 150<sup>th</sup> Year Since the Arrival of the First British Home Children**

WHEREAS Between 1869 and 1948, over 100,000 girls and boys, up to the age of eighteen, were emigrated from the United Kingdom under a government supported child migration scheme that dispersed the children across Canada to become indentured farm labourers and domestic servants; AND,

WHEREAS Most of these "British Home Children" experienced loneliness, hardships, and shame, and lost all contact with and knowledge of family members; AND,

WHEREAS As adults, most children chose to make Canada their permanent home, contributing to the building, protection and development throughout Canada in times of depression, war and peace; AND,

WHEREAS Today, an estimated four million descendants continue to live in Canada, including some of whom reside in Kenora and other areas of Northwestern Ontario; AND,

WHEREAS The year 2019 marks the 150th anniversary of the arrival of the first party of British Home Children to Canada; AND,

WHEREAS On September 28th, Canada's National British Home Child Day, close to 100 venues across Canada and the United Kingdom will be participating in the "Beacons of Light for British Home Children and Child Migrants Tribute" as a symbolic gesture to honour the memory of all the children; AND,

WHEREAS It is of interest for all citizens in Kenora and area to gain knowledge of this almost forgotten era of Canadian history and this specific group of children, some of whom were our parents, grandparents and great grandparents.

THEREFORE Be It Resolved That We, the Mayor and Council of the City of Kenora hereby designate the week of September 21, 2019 to September 28, 2019 as British Home Child Week in Kenora. We invite people to pay tribute to all British Home Children through education and reflection on the history and stories of this unique group of children and their contributions to our nation.

Proclaimed at the City of Kenora this 17th day of September 2019

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**Mayor Daniel Reynard**