



AGENDA

Regular Meeting of Council of the City of Kenora

**Tuesday, January 28, 2020
12:00 p.m.
City Hall Council Chambers**

1. Call to Order

2. Blessing – Councillor McMillan

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 adopt the 2020 Municipal Operating Budget
- Council will adopt the 2020 Water & Wastewater Budgets
 - Council will adopt the 2020 Solid Waste Budgets
- Council will purchase vacant lands locally known as 117 Main Street South
- Amend the 2020 Capital Budget to withdraw funds from the Recreation Centre Expansion reserves in the amount of \$60,000 for an expansion project of the fitness centre
 - Amend the Tariff of Fees & Charges bylaw, Schedule C, Fire Dept
- Amend the 2019 Operating & Capital Budget to withdraw funds from the Storm Sewer Reserve in the amount of \$153,000.00 to offset the cost of emergency storm sewer works for Preston Pond and 1353 Valley Drive
 - Declare Surplus Land, close a portion of "Old Government Road"

4. Declaration of Pecuniary Interest and the General Nature Thereof

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

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

5. Confirmation of Previous Council Minutes

- Regular Council – December 17, 2019

6. Presentations/Deputations

Approximately five (5) minutes per person/group.

7. Additions to Agenda (urgent only)

8. Appointments

- None

9. Reports from Committee of the Whole

9.1 Administration & Finance

- November 2019 Financial Statement
- 2020 Operating Budget Approval
- 2020 Water & Wastewater Budget Approval
- 2020 Solid Waste Budget Approval
- HR Policies Review
- Council Policy #CC-2-3 Review
- Kenora Municipal Non Profit Housing Corporation Future Direction
- 117 Main Street South Vacant Lands Property Purchase

9.2 Fire & Emergency Services

- Tariff of Fees & Charges Amendment – Schedule C – Fire Dept
- Fire Marque Inc Cost Recovery Agreement

9.3 Operations & Infrastructure

- Budget Amendment – 2019 Storm Sewer Reserves
- Traffic Amendment – Accessible Parking – 2nd St S & 5th Ave S
- Investing in Canada Infrastructure Program – Green Stream Submission

9.4 Community Services

- Budget Amendment – Fitness Centre Expansion – KRC
- Hings Lease Renewal
- No Smoking City Facilities Bylaw Amendment

9.5 Development Services

- Ontario's Forest Sector Strategy Submission
- Lafreniere Site Plan Agreement
- Zoning Bylaw Amendment Statutory Meeting –D14-19-11 (874 & 876 River Dr)
- Zoning Bylaw Amendment Statutory Meeting –D14-19-13 (1103 Fourth St S)
- Surplus Land Declaration & Sale of Lands – Old Government Road

10. Housekeeping Resolutions

- Deputy Division Registrar Appointment
- Sedesky Road Service Connection Agreement
- Various Committee Minutes
- Water & Wastewater Systems Monthly Summary – November 2019
- Amendment to a Site Plan Agreement – Ayrie Developments Inc

11. Tenders

- 2020 Hourly Equipment & Truck Rental

12. By-laws

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

- Confirmatory
- 2020 Operating Budget Approval
- 2020 Water & Wastewater Budget Approval
- 2020 Solid Waste Budget Approval
- HR Policies Review
- Council Policy #CC-2-3 Review
- 117 Main Street South Vacant Lands Property Purchase
- Tariff of Fees & Charges Amendment – Schedule C – Fire Dept
- Fire Marque Inc Cost Recovery Agreement
- Budget Amendment – 2019 Storm Sewer Reserves
- Traffic Amendment – Accessible Parking – 2nd St S & 5th Ave S
- Budget Amendment – Fitness Centre Expansion – KRC
- Hings Lease Renewal
- No Smoking City Facilities Bylaw Amendment
- Lafreniere Site Plan Agreement
- Zoning Bylaw Amendment Statutory Meeting –D14-19-11 (874 & 876 River Dr)
- Zoning Bylaw Amendment Statutory Meeting –D14-19-13 (1103 Fourth St S)
- Surplus Land Declaration & Sale of Lands – Old Government Road
- Deputy Division Registrar Appointment
- Sedesky Road Service Connection Agreement
- Amendment to a Site Plan Agreement – Ayrie Developments Inc
- Keewatin Medical Centre Tax Exemption

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 (3 matters – CAO, Mayor, Development Services updates)

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



January 5, 2020

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

Agenda Item Title: Appointment of Deputy Division Registrar

Background Information:

By virtue of the office of the Clerk, the Vital Statistics Act automatically appoints me as the Division Registrar to issue marriage, birth and death records on behalf of the Corporation.

Under Section 38 of the Act, Deputy Division Registrars may be appointed by the Registrar General for the same purpose and it is necessary to make amendments to these appointments.

The bylaw will also cover the same appointments as Lottery Licensing Officers for the City.

Resolution for Council:

That Council gives three readings to a bylaw to appoint Shalene Haney as a Deputy Division Registrar and Lottery Licensing Officer for the City of Kenora; and further

That Cathy Thomson hereby repealed as Deputy Division Registrars for the City of Kenora.

Briefing By: Heather Kasprick, Manager of Administration/City Clerk

Bylaw Required: Yes



December 31, 2019

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

Agenda Item Title: Sedesky Road Service Connection Agreement – Fifteen (15) Years

Background Information: An agreement was reached between the Corporation of the City of Kenora and Rilee Chambers and Matt Granger of 122 Sedesky Road to assist in recouping costs associated with their expenditures to extend sewer and water services to their property. The agreement is now ready for execution by bylaw.

Between November 2016 and September 2019, Matthew Granger and Rilee Chambers coordinated with the City of Kenora to install sewer and water services from the property described as 1417 Wildwood Drive to the property described as 122 Sedesky Road, within the City of Kenora right-of-way. Matthew Granger and Rilee Chambers retained the services of Titan Contractors Ltd., an approved City of Kenora contractor, to install a 100-millimeter sewer line, a 38-millimeter water line, and a sanitary manhole, as per City of Kenora Sewer and Water By-law specifications. The aforementioned sewer and water infrastructure was installed within the road allowance on the south side of Sedesky Road as shown in the Area of Agreement (attached drawing). Matthew Granger and Rilee Chambers incurred costs for the installation of the sewer and water infrastructure in the amount of one hundred and twenty two thousand, four hundred and twenty nine dollars and eighty five cents (\$122,429.85).

As the infrastructure installed, as part of these undertakings can potentially accommodate up to two additional residential dwellings, a future connection by a first and second proponent would require partial reimbursement of the original cost. Each future proponent would be required to pay forty thousand, eight hundred and nine dollars and ninety eight cents (\$40,809.98) to the City of Kenora prior to connecting services. The City of Kenora would then be required to disburse the collected funds to Matthew Granger and Rilee Chambers, or to the remaining individual should one be deceased, provided Matthew Granger and/or Rilee Chambers are still the owners of 122 Sedesky Road.

Resolution for Council: That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and Rilee Chambers and Matt Granger; and further

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

Budget: There should be no effect to any budgets as the City is solely acting as an advocate in this Agreement.

Risk Analysis: As per the City's ERM policy, there is a minor financial risk involved with not perusing this Agreement, as it could leave the City liable to address these funds should the City miss the opportunity to inform the potential new customer of the above noted costs prior to connection of services.

Communication Plan/Notice By-law Requirements:

Resolution and By-law required. J. Hawley, H. Pihulak, M. Good, R. Lindquist.

Strategic Plan or Other Guiding Document:

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.

Briefing By: Jeff Hawley, Operations and Infrastructure Manager

Bylaw Required: Yes

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:

- November 15, 2019 – Lake of the Woods Development Commission
- November 19 & 26, 2019 and December 17, 2019 – Planning Advisory Committee
- January 22, 2020 - Kenora Public Library Board

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

- October 10, 2019, November 7, 2019 and December 12, 2019 – Kenora District Services Board
- January 8, 2020 – Handi Transit Board
- November 28, 2019 - District of Kenora Home for the Aged Board of Management; and further

That these Minutes be circulated and ordered filed.

Briefing By: Kelly Galbraith, Deputy Clerk

Bylaw Required: No



December 19, 2019

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

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

Background Information:

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

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

The Operations and Infrastructure Department recommends that Council accept the 2019 Water and Wastewater Systems Monthly Summary Report for November.

Resolution for Council:

That Council of the City of Kenora hereby accepts the November 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

November 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 November 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:

- November 4
- November 12
- November 19
- November 25

All samples tested were within the allowable parameters.

2.3 Maintenance

- Continued working with electrician setting up highlift #2 VFD.
- Replaced faulty door switch at Zone 4 Booster.
- Replaced controller batteries in Zone 3 and Zone 4 transfer switches.
- Cleaned out check valve on sump pit effluent lines.

2.4 Training

- Staff received Health and Safety Refresher Training in the month of November.
- One operator attended Forum North in Thunder Bay.

2.5 Water Quality Complaints

- There were no water quality complaints for the month of November.

2.6 Other Information

- Celco was on-site for the majority of November, installing new PLCs at the WTP, and all booster and standpipe locations, as well as a new SCADA computer at the WTP.

3.0 Water Distribution System and Wastewater Collection System

3.1 Maintenance

3.1.1. Water Distribution

- November 1 – Dug and shut off the service valve at: the intersection of Matheson Street and McClellan Avenue.
- November 6 – Dug and installed new rod on watermain valve at: the intersection of Sunset Place and Ninth Street North.
- November 13 – Dug and repaired service leak at: 638 First Street South.
- November 19 -20 – Dug and replaced watermain valve at: the intersection of Ninth Street North and Park Avenue.
- November 21 – Dug and repaired watermain break at: 1352 Valley Drive.
- November 26 – Dug and repaired watermain break at: 149 Rabbit Lake Road.
- November 28 – Dug and repaired water service leak at: 209 Seventh Street South.

3.1.2. Wastewater Collection

- November 3 – Rodded and flushed plugged sewer at: 531 First Avenue South.
- November 4 – Rodded plugged sewer at: 1 Seventh Street South.
- November 4 – Rodded plugged sewer at: 821 Park Street.
- November 4 – Televised sewer at: 531 First Avenue South.
- November 5 – Rodded plugged sewer at: 510 First Street South.
- November 8 – Rodded plugged sewer at: 208 Second Street North.
- November 18 – Rodded plugged sewer at: 13¹/₂ Mellick Avenue.
- November 19 – Rodded plugged sewer at: 31 Ocean Avenue.
- November 25 – Rodded plugged sewer at: 625 First Street South.
- November 28 – Rodded plugged sewer at: 610 Erie Street.

3.1.3. Water Thaws:

	November 2018	November 2019
City	0	0
Private	0	0

3.2 Training

- Staff received Health and Safety Refresher Training in the month of November.

3.3 Water Quality Complaints

- There were no quality complaint for the month of November, see item #2.5 for further details.

3.4 Boil Water Advisory(s) - 2019

Date and Location:

- November 26 – Twenty Six (26) residents on Rabbit Lake Road and Seventeen (17) residents on Universal Drive.

3.5 Other Information

- There is no additional information to report for the month of November.

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 November 20, 2019 - Results:

- a. Total BOD (biological oxygen demand) Raw Sewage: 101[mg/L]
- b. Total BOD Final Effluent: 9.2 [mg/L] - limit is 25 [mg/L].
- c. Total Suspended Solids Raw Sewage: 146 [mg/ L]
- d. Total Suspended Solids Final Effluent: 12 [mg/ L] - limit is 25 [mg/L]

4.2.2. **Weekly** - Final Effluent Bacti Samples sent to ALS Laboratory on November 5, 12, 20, 26, 2019 - Results: Organisms/100 ml

- a. Geometric Means from samples in November: 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 9.2 p.p.m., and final effluent T.S.S. was 12 p.p.m., both well within the C of A requirements.

4.3 Maintenance

- Sludge press maintenance (clean and grease) 700building.
- Cleaned sediment tank behind the 100 building.
- Unplugged North butterfly valve at the aeration basin.
- Cleaned weirs, and troughs on both clarifiers.
- Replaced three back up batteries for the SCADA.
- Bison was here for inspection of all fire extinguishers at the plant site.
- Cummins replaced fuel filter from supply tank in the 200 building.
- Annual exercise of sluice gate in the 100 building.

4.4 Training

- Staff received Health and Safety Refresher Training on November 20, 2019.

4.5 Other Information

- Health and Safety inspection was conducted on November 18, 2019. Division Lead attended the inspection.

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2019

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.	163,811	159,863	204,602	318,649	261,392	221,168	272,857	238,683	346,346	492,203	226,130		
Maximum Daily Influent Flow	m ³ /day	5,895	6,062	8,888	14,687	9,974	13,019	13,929	13,457	19,556	29,565	9,109		
Minimum Daily Influent Flow	m ³ /day	4,870	5,128	5,647	6,572	7,467	6,054	6,301	6,435	8,262	9,205	6,164		
Average Daily Influent Flow	m ³ /day	5,284	5,709	6,600	10,621	8,432	7,372	8,802	7,699	11,544	15,877	7,537		
<u>Effluent Flow</u>														
Total Effluent Flow	m ³ /mon.	162,844	152,200	191,435	294,256	236,233	210,140	250,001	222,758	313,079	438,136	205,453		
Average Daily Flow	m ³ /day	5,253	5,436	6,175	9,809	7,620	7,005	8,065	7,185	10,435	14,133	6,848		
<u>Samples</u>														
Weekly Bacteriological --ALS Labs		5	4	4	5	4	4	5	4	4	5	4		
Number of Raw Samples Taken		1	1	1	1	1	1	1	1	1	1	1		
Number of Treated Samples Taken		5	4	4	5	4	4	5	4	4	5	4		
Geometric Means (Bacti Samples)		10	10	10	10	10	10	15.52	10	22.79	22.21	10		
Sludge Hauled to Landfill	m ³ /mon	205.2	228	239.4	273.6	307.8	193.8	319.2	250.8	228	216	262.2		
<u>Callouts</u>														
		1	0	1	2	0	6	7	8	9	4	0		

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	192,248	166,260	2,492,044
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	8,183	5,946	103,992
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	5,575	4,628	70,960
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	6,408	5,363	81,886
<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	186,983	165,597	2,152,007
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	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 ³ /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>														
		1	2	0	2	2	6	4	3	1	0	0	0	21



January 22, 2020

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title:

Amendment to a Site Plan Agreement – “River Ridge Condominium”

Background Information:

In July 2019, By-Law 110-2019 The City of Kenora and Ayrie Developments Inc. entered into a Site Plan Agreement. N January 21, 2020 Ayrie Developments Inc. has submitted to the City of Kenora an amendment (Schedule B- River Ridge Site Plan- Amended Building Location and Parking, Schedule C- River Ridge Site Plan- Amended Drainage, Schedule D- River Ridge Site Plan- Amended Emergency Access and Fire Hydrant Locations and Number) to a site plan for those lands described in Schedule A of said agreement. The City of Kenora has approved the amendments to the plans subject to entering into an amended Site Plan Agreement.

This Amendment shall support the next phase of development, an 8 unit multiple attached dwelling (condominium), driveways, internal roadways, parking areas, associated facilities for lighting, drainage, paving, and landscaping, with outdoor parking, exclusive use amenity areas, and common areas, as shown on the amended site plans in Schedule B, C, D.

Resolution for Council:

That the Mayor and Clerk of the City of Kenora be authorized to execute an amendment to a site plan agreement between the City of Kenora and Ayrie Developments Inc., and;

That the appropriate bylaw be passed for this purpose.

Budget:

No impact. Application fees (\$400.00) paid in accordance with the Tariff of Fees By-law. All remaining costs for registration, etc. will be the responsibility of the developer.

Risk Analysis: Analysis of planning applications is accomplished in accordance with the legislation provided through the Planning Act.

Communication Plan/Notice By-law Requirements: Bylaw

Strategic Plan or Other Guiding Document:

The Official Plan, Designation By-law (189-2010), Site Plan Control and By-law 90-2018, and City Policy (PP-5-1), provides criteria for the evaluation and implementing Applications for Site Plan Approval.

Briefing By: Adam Smith, Manager of Development Services

Bylaw Required: Yes

The Corporation of the City of Kenora

By-law No. XX - 2020

**A By-law to Enter into an amended site plan agreement between
The Corporation of the City of Kenora and Ayrie Developments Inc.**

Whereas section 41(2) of the *Planning Act* enables a municipality where in an official plan an area is shown or described as a proposed site plan control area, the council of the local municipality in which the proposed area is situate may, by by-law, designate the whole or any part of such area as a site plan control area; and

Whereas section 41(4)(e) enables a municipality to approve plans for the sustainable design elements on any adjoining highway under a municipality's jurisdiction, including without limitation trees, shrubs, hedges, plantings or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycle parking facilities, if an official plan and a by-law passed under subsection (2) are in effect in the municipality; and

Whereas By-laws 189-2010 designated lands subject to Site Plan Control and By-law 90-2018, provides policy (PP-5-1) for implementation of Site Plan Control; and

Whereas the lands described on Schedule A, are designated pursuant to the City of Kenora Official Plan as being subject to site plan control;

Whereas Ayrie Developments Inc. submitted to the City of Kenora, amended drawings (as provided in Schedules B to D) to a site plan for those lands described in Schedule A, and the City of Kenora has approved such plans subject to entering into a Site Plan Agreement.

Now Therefore the Corporation of the City of Kenora enacts as follows:

1. **That** the Mayor and the Clerk are hereby empowered to execute the Agreement attached and terms of the conditions set out in the agreement
2. **That** this By-Law shall come into force and be in effect after the final passing thereof.

By-law read a First & Second Time this 28th day of January, 2020

By-law read a Third & Final Time this 28th day of January, 2020

THE CORPORATION OF THE CITY OF KENORA

Dan Reynard, MAYOR

Heather Pihulak, CLERK



January 2, 2020

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

Agenda Item Title: 2020 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 December 19, 2019, with formal tenders received from four 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 2020. All categories of equipment and trucks received a minimum of one price with the exception that there were no bids for vacuum trucks.

Resolution for Council:

That the tenders for the Hourly Rental of Equipment and Trucks for 2020 be received and further;

That the attached Ranking Lists for Hourly Rental of Equipment and Trucks for 2020 be accepted and adopted for the purposes of hiring non-owned equipment and Trucks during the period of January 31 through to December 31, 2020.

Budget: 2020 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, Roger Wilcott, Biman Paudel, Mukesh Pokharel

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: Marco Vogrig, Municipal Engineer

Bylaw Required: No



January 5, 2020

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: Bylaw for Cancellation of taxes for Keewatin Medical Clinic

Background Information:

Resolution #5 was passed at the December 17, 2019 meeting authorizing the cancellation of both the education and municipal property taxes for the Keewatin Medical Clinic.

While the resolution was passed, the bylaw was not executed. This housekeeping report is background that the bylaw will now appear on the bylaw listing for the January 28, 2020 meeting. No resolution is required.

Communication Plan/Notice By-law Requirements: bylaw only.

Briefing By: Heather Pihulak, Manager of Administration/City Clerk

Bylaw Required: yes