



AGENDA

Regular Meeting of Council of the City of Kenora

**Tuesday, July 21, 2020
12:00 p.m.
City Hall Council Chambers**

Due to the COVID-19 Pandemic, Council will be meeting electronically as permitted by Bill 187, Municipal Emergency Act, 2020. Citizens and our Media Partners are encouraged to attend the virtual meeting via the Public Live Stream Event at:

<https://video.isilive.ca/kenora/>

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:

- Adopt a new Public Loitering By-law to prohibit the loitering of persons in public places
- Amend its 2020 Capital and Operating Budget for the following:
 - \$25,000 for the purchase of Fire Training Aids
 - \$7,000 (plus applicable taxes) for the repair of truss brackets on the Winter Sand Storage Building
 - \$200,000 for the emergency rehabilitation of 9th Street in Keewatin
 - \$5,157 for the Evergreen Community Club Rink Project
 - \$50,000 for the construction of a Handi Transit Bus Garage
 - \$40,000 for enhancements to the downtown decorative structures

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 – June 16, 2020

6. Presentations/Deputations

- None

7. Additions to Agenda (urgent only)

- None

8. Appointments

- None

9. Reports from Committee of the Whole

9.1 Administration & Finance

- May 2020 Monthly Financial Statements
- Canadian Medical Association Foundation COVID-19 Funding
- CAO Recruitment Policy CC-1-5
- Public Loitering By-law

9.2 Fire & Emergency Services

- Budget Amendment – Live Fire and Fire Training Aids

9.3 Operations & Infrastructure

- Budget Amendment – Operations Facility Reserve for Sand Storage Repair
- Budget Amendment – Emergency Rehabilitation of 9th Street in Keewatin

9.4 Community Services

- Ontario Power Generation Inc. (OPG) Lease Renewal
- Budget Amendment – Evergreen Community Club Rink Project
- Budget Amendment – Handi Transit Bus Garage
- Budget Amendment – Downtown Safety Enhancement

9.5 Development Services

- Certificate of Release, Phase 1: Pine Portage Road
- Tbaytel Communications Tower – Miikana Way and 7th Avenue South Site Agreement
- Deeming By-Law – Lots 191 and 192 on Registered Plan of Subdivision M-1
- Funding Application Approval - Harbourfront Business Development Plan
- 2020 Vacant Lands and Growth Strategy
- Kenora's Economic Recovery Plan
- Amendment to Business Licensing By-law 80-2006

10. Housekeeping Resolutions

- FCM Agreement Authorization – Sustainable Neighbourhood Action Plan
- Kenora Fire 2020 Q2 Report
- Bridge and Structure Inspection Engineering Services Contract Execution
- Repeal Closure and Declaration of Surplus By-law – Twelfth Street
- New Closure of Roads, Declaration of Surplus By-law – Twelfth Street
- Agreement of Purchase and Sale – Twelfth Street
- NOHFC Funding Agreement Economic Development and Tourism Strategy
- May 2020 Water & Wastewater Systems Monthly Summary

11. Tenders

- Electrical Upgrades on Blowers at the Wastewater Treatment Plant

12. By-laws

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

- Confirmatory
- FCM Agreement Authorization – Sustainable Neighbourhood Action Plan
- CAO Recruitment Policy #CC-1-5
- Public Loitering By-law
- Budget Amendment – Live Fire and Fire Training Aids
- Budget Amendment – Operations Facility Reserve for Sand Storage Repair
- Budget Amendment – Emergency Rehabilitation of 9th Street in Keewatin
- Ontario Power Generation Inc. (OPG) Lease Renewal
- Budget Amendment – Evergreen Community Club Rink Project
- Budget Amendment – Handi Transit Bus Garage
- Budget Amendment – Downtown Safety Enhancements
- Lease Agreement for Tbaytel Communications
- Deeming By-law – Lots 191 and 192 on Registered Plan of Subdivision M-1
- Amendment to Business License By-law 80-2006
- Agreement with FCM- Sustainable Neighbourhood Action Plan
- Agreement with Stantec Bridge & structure inspection engineering services
- Repeal Closure & Declaration Surplus Bylaw #170-2019
- Declare surplus, close roads – 12th St
- Agreement of Purchase Ron & Robyn Arnason/ Dean Carrie & Caroline Wilson
- NOHFC Funding Agreement Economic Development & Tourism Strategy

13. Notices of Motion

- None

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 (4 matters – KDSB, Development Services, CAO, Mayor updates)
- ii) Disposition of Land (2 matters – Request to purchase municipal property)

17. Adjourn Meeting

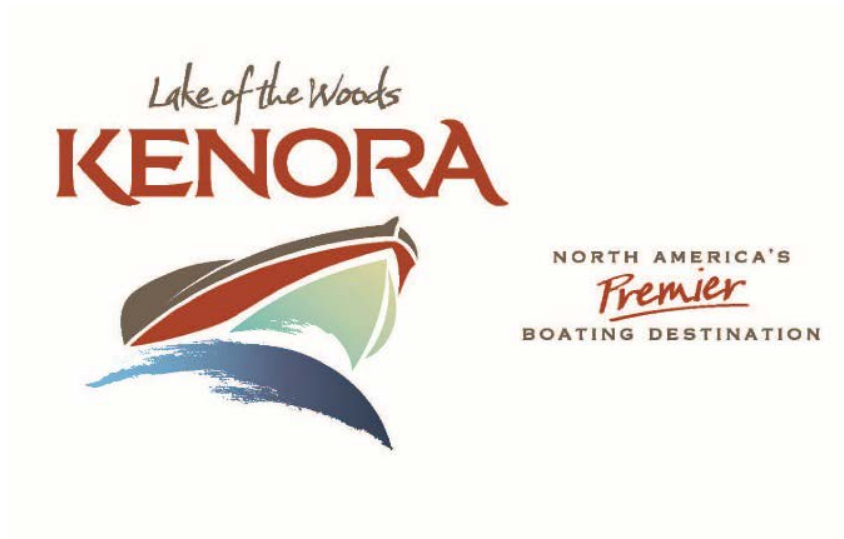
Information on Voting by Mayor & Council under The Municipal Act, 2001

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



June 25, 2020

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

Agenda Item Title: Federation of Canadian Municipalities Agreement Authorization

Background Information:

On June 2, 2020, the City was notified that the submission to the Federation of Canadian Municipalities' Green Municipal Fund (GMF) was successful and that the municipality would be receiving up to \$40,000 towards a Sustainable Neighbourhood Action Plan, focusing on climate action in Kenora.

The deadline for the signed grant agreement is July 31, 2020.

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 Federation of Canadian Municipalities for the provision of Green Municipal Program Funding in the amount of \$40,000; and further

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

Budget: Total budget is \$80,000 with \$40,000 received from the GMF program. The City of Kenora contribution is \$40,000, which was approved in the 2020 capital and unusual spending budget.

Risk Analysis: There is minor financial risk given the funding from FCM. There is positive governance risk as it enables the City to undertake a planning process to fulfill the intent and objectives under the resolution by Council to declare a climate emergency at its September 17th, 2019 meeting.

Communication Plan/Notice By-law Requirements: By-law required to authorize the signing of the agreement

Strategic Plan or Other Guiding Document: Administrative only

Briefing By: Kylie Hissa, Special Projects & Research Officer

Bylaw Required: Yes



July 6, 2020

Housekeeping Council Briefing

Agenda Item Title: 2020 Fire and Emergency Services 2nd 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, 2020 to June 30th, 2020.

Emergency Responses

During this quarter, Kenora Fire and Emergency Services responded to a total of 123 emergency calls, as compared to 126 emergency calls in 2019. Total emergency calls to end of this quarter are 212.

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

1. Fire related: 32 fires including: Parson Street house fire, boathouse fire on Bay Ridge Road (under investigation), chimney fire on Dalles First Nation; 6 vehicle fires including an intentionally ignited vehicle at Godbout Auto, 3 electrical fires, 1 cooking fire, 14 grass fires including; one CPR rail bed fire that resulted in the temporary closure to rail traffic and a large grass fire located on Strecker Road that was jointly actioned with MNRF Fire crews.
2. Fire Alarm, Smoke Alarm or Carbon Monoxide Detector Related: 27 alarm calls including several carbon monoxide calls, fire alarm activations and 4 intentionally activated fire alarms - one resulting in charges.
3. Emergency Medical Response: 3
4. Burning Complaints: 35 complaints including the report of seeing fire or smoke in area, neighbour complaints and burning of garbage.
5. Motor Vehicle Collisions: 9 incidents, including vehicle rollovers, Kenora Bypass and Hwy 17 collisions and person struck by a train.
6. Water/Ice Rescue: 4
7. Elevator Calls: 2
8. Natural Gas: 3
9. Other: 8 other calls including a false call, downed power lines, OPP assistance.

First Nations Emergency Response Agreements

The CKFES responded to a motor vehicle roll over on Wauzhushk Onigum First Nation during this quarter and one chimney fire located on Ochiichagwe'Babigo'inning First Nation. We continue to work with our partners on fire safety and fire prevention activities.

Fire Inspections

The CKFES continues to be proactive in administering the Ontario Fire Code through our Fire Inspection Program, however COVID -19 has resulted in restrictions to buildings.

Only complaint based fire inspections are being conducted at this time and regular fire code inspections are currently suspended due to the COVID-19 pandemic.

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 observed fire drill scenarios. These fire drills and inspections are currently suspended due to the COVID-19 pandemic, once COVID-19 restrictions are reduced inspections and fire drills will resume.

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. COVID-19 has reduced the number of activities for this quarter.

During this quarter, fire personnel have completed the following:

1. Fire Safety Plan Approvals: KDSB COVID-19 Isolation Centre (Keewatin Arena), consultations with KACL and two approvals, River Air consultation.
2. Hall Tours: 1 virtual tour with Grade 1/2 from Evergreen Public School.
3. Car Seat Clinic- cancelled due to COVID-19
4. Kenora Safe Communities Meetings cancelled due to COVID-19,
5. Fire Inspections – 3 inspections were completed which were prompted by immediate threats and required attention. Several inquiries concerning the fire code were dealt with by staff.
6. Fire Extinguisher Training – in person cancelled, virtual / video conference training is available.
7. Risk Table - conference calls.
8. Virtual Book reading – Grade 1 - Valley View School
9. Boating Fire Safety video - Tunnel Island Media.
10. City Communications Specialist: CKFES has partnered with our Communications Specialist in getting fire safety messages out to our employees and the public. This process is proving to be very effective in delivering fire safety messaging to all. . This quarter in conjunction with the featured Restricted Fire Zone (RFZ), Why you can't have a campfire during a RFZ, COVID-19 Safety, Carbon Monoxide Safety (Beat the Silent Killer), Home Fire Escape Planning, Smoke Alarm Expiry dates and Monthly Testing, Electrical Fire Safety, Home Fire Safety Checklists, Fireworks Safety, BBQ Safety, Hand Sanitizer Safety, Boating Fire Safety.
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. Due to COVID -19 training was temporarily suspended on March 20th and resumed on June 2nd with small group training.
2. Mental / Stress Management Online Videos
3. Basic PPE and SCBA Online Videos
4. Pumper Operations Basics
5. Pumper Operations Advanced
6. Wildfire
7. Home Station Training

Other

1. Monthly Chief Fire Officer Meetings - Cancelled
2. As Zone 10A representative, Chief participated in monthly Provincial Advisory Committee (PAC) conference calls through the Ontario Fire Association of Fire Chiefs.
3. Annual truck safety inspections.
4. FireCon Board of Directors Meetings – 2020 FireCon Cancelled
5. Monthly Kenora Safe Grad Committee meetings. – Cancelled for 2020
6. COVID -19 Pandemic – Station restrictions, fire code inspections for immediate risk complaints and video and online fire prevention programs only.

Volunteer Firefighter Recruitment and Retention

Kenora Fire and Emergency Services is currently working with and completing training for 10 new recruits who have been assigned to stations. Currently Kenora Fire has a total of 30 volunteer firefighters.

Emergency Management

Continue to work with Emergency Control and Program Committee Groups during COVID-19 Pandemic through regular teleconferencing and updates from members. Community Emergency Management Coordinators (CEMC) have attended twice weekly Provincial Emergency Operation Centre (PEOC) conference calls, CEMC chairs weekly Regional CEMC Working Group conference calls. Continue to work update and implement City / Fire Service COVID-19 Protocols. CEMC has continued to record all relevant correspondence, meeting agendas and minutes, and PEOC information.

Emergency Preparedness Week was May 3-9, 2020, with Community Media Release concerning Emergency Preparedness Survival Kits and Escape Planning, Facebook posts on City and Kenora Fire Websites and local media interviews.

Budget: N/A

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 2020 Second Quarter Report from the Kenora Fire and Emergency Services Department for the period of April 1 to June 30, 2020.

Briefing By: Todd Skene, Fire Chief / CEMC

Bylaw Required: No



July 7, 2020

Housekeeping Council Briefing

(Direct to Council – does not appear at COW)

Agenda Item Title: Professional Engineering Services for 2020 Bridge and Structure Inspection Services

Background Information:

City administration has accepted a proposal in related to engineering services for the 2020 Bridge and Structure Inspection Services, and has secured Stantec Consulting Ltd. via a purchase order for these services as per the requirements of the procurement policy. It is now in order for the City to enter into an agreement with Stantec Consulting Ltd. to perform these services.

A copy of the agreement document is available via the clerk's office.

Resolution for Council:

That Council gives three readings to a bylaw to execute an agreement between the Corporation of the City of Kenora and Stantec Consulting Ltd for engineering services for the 2020 Bridge and Structure Inspection Services.

Briefing By: Marco Vogrig, Municipal Engineer

Bylaw Required: Yes



July 7, 2020

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

Agenda Item Title: Repeal of By-Law #170-2019

Background Information:

Upon review from the municipal solicitor there is a correction required to the legal description in the by-law. The recommended course of action is to repeal this by-law and enact a new one for the purpose of proceeding with a purchase and sale agreement.

Resolution for Council:

That By-law Number 170-2019 is hereby repealed.

Budget: N/A

Risk Analysis: There is a moderate legal risk associated with not repealing and enacting the new by-laws. Doing so, effectively describes the zoning/official plan changes so as to prevent development challenges faced by both the property owner and the City.

Communication Plan/Notice By-law Requirements: bylaw

Strategic Plan or Other Guiding Document: Administrative only

Briefing By: Adam Smith, Manager of Development Services

Bylaw Required: Yes



July 7, 2020

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: New Closure of Roads, Declaration of Surplus By-law – Twelfth St.

Background Information:

The new by-law will be enacted for the purpose of correcting an error in the legal description of by-law 170-2019 previously passed by Council for the purpose of the above.

Resolution for Council:

That the Council of the City of Kenora declares the following City owned lands as surplus to the requirements of the Municipality, and that the southern portion of Twelfth Street, being described as Parts 1 and 2 on Plan 23R-14695, having an area of 0.058 ha be closed; and further

That three readings be given to a bylaw for this purpose and further;

Budget: N/A

Risk Analysis: There is a moderate legal risk associated with not repealing and enacting the new by-law. Doing so, effectively describes the legal description so as to prevent development challenges faced by both the property owner and the City.

Communication Plan/Notice By-law Requirements: bylaw

Strategic Plan or Other Guiding Document: Administrative only

Briefing By: Adam Smith, Manager of Development Services

Bylaw Required: Yes



July 7, 2020

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

Agenda Item Title: Execution of Purchase and Sale Agreements – Ron and Robyn Arnason and Dean Carrie and Caroline Wilson

Background Information:

The owners of adjacent property located east and west of the subject lands requested to purchase a portion of the unopened road allowance in the fall of 2018 to enable lot additions. In November 2019, notice and approval was given to close the unopened road allowance and deem the City property surplus for the purpose of selling the described lands. Staff are in now receipt of the purchase and sale agreements and they are ready for execution.

Resolution for Council:

That the Mayor and Clerk be hereby authorized to execute a Purchase and Sale Agreement for Part 1 between the Corporation of the City of Kenora, and Ron and Robyn Arnason, and for Part 2 between the Corporation of the City of Kenora and Dean Carrie and Caroline Wilson for the sale of land.

Budget:

The City will receive \$54,000 for the described lands upon executing the purchase and sale agreements.

Risk Analysis:

There is a moderate financial risk to this recommendation. However, it is deemed an opportunity to generate a source of revenue for the municipality.

Communication Plan/Notice By-law Requirements:

Bylaw

Strategic Plan or Other Guiding Document:

2-7 The City will encourage and support the development of vacant and transitional lands for uses that support our vision

Briefing By: Adam Smith, Manager of Development Services

Bylaw Required: No



July 14, 2020

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

Agenda Item Title:

Contribution Agreement from Northern Ontario Heritage Fund Corporation – Five Year Economic Development and Tourism Strategy

Background Information:

An agreement was reached between the Corporation of the City of Kenora and the Province of Ontario for the delivery of a Five Year Economic Development and Tourism Strategy in the amount of \$30,000. The agreement is now ready for execution by bylaw.

Resolution for Council:

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and the Province of Ontario for the delivery of a Five Year Economic Development and Tourism Strategy; and further

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

Budget: Total project cost is \$29,400 plus the non-refundable HST. The City of Kenora received 75 percent funding from the Northern Ontario Heritage Fund Corporation to a maximum of \$22,500. The total City of Kenora contribution is approximately \$7,500 to be funded through Municipal Accommodation Tax Revenues and as previously approved by the Lake of the Woods Development Commission.

Risk Analysis: This recommendation carries a low financial risk that will be managed 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;
- 1-2 The City will work with the LOWDC to ensure that the LOWDC is actively advancing Council priorities and the related action items as per the City's strategy plan.

Briefing By: Adam Smith, Manager of Development Services
Megan Dokuchie, Economic Development Officer

Bylaw Required: Yes



June 17, 2020

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: 2020 Water & Wastewater Systems Monthly Summary Report – May

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 2020 Water and Wastewater Systems Monthly Summary Report for May.

Resolution for Council:

That Council of the City of Kenora hereby accepts the May 2020 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**

May 2020

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 May 2020 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:

- May 4
- May 11
- May 19
- May 25

All samples tested were within the allowable parameters.

2.3 Maintenance

- Replaced backup caustic injection line.
- Removed and flushed alum flow meter.
- Installed mixing pipe onto trim chlorine analyzer feed.
- Removed and cleaned pressure regulator from trim chlorine analyzer feed.

2.4 Training

- No training took place in May.

2.5 Water Quality Complaints

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

2.6 Other Information

- Distribution chlorine residuals were collected on a weekly basis.
- Superchlorination tested and bactis collected for new construction on Park St.
- Cleatech on-site for calibration of lab equipment
- Fluoride levels sampled throughout distribution system.
- Collected bacti samples for seasonal water services.

3.0 Water Distribution System and Wastewater Collection System

3.1 Maintenance

3.1.1. Water Distribution

- May 21 – Dug and repaired watermain at: 305 Mikado Avenue.

3.1.2. Wastewater Collection

- May 6 – Televised plugged sewer at: 426 Third Street North.
- May 6 – Televised plugged sewer at: 118 Rupert Road.
- May 7 – Dug and repaired grinder pump at: 8 Bayview Drive.
- May 25 – Replaced broken grinder pump at: 422 Rabbit Lake Road.
- May 26 – Dug and replaced broken sewer main at: the back lane between Second Street South and Third Street South behind Shell Gas Station on 405 Second Street South.

3.1.3. Water Thaws:

	May 2019	May 2020
City	0	0
Private	0	0

3.2 Training

- There was no training in the month of May.

3.3 Water Quality Complaints

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

3.4 Boil Water Advisory(s) – 2020 Date and Location

- May 21 – One (1) resident on Twelfth Street North, two (2) residents on Trojan Avenue and four (4) residents at Mikado Avenue and four (4) residents on Mikado Avenue.
- May 22 – Three (3) residents on Mikado Avenue Summer Service.

3.5 Other Information

- There is no further information to report for the month of May.

4.0 Wastewater Treatment Plant

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

4.2 Samples

4.2.1. **Monthly** – Laboratory Results from the Complete Analyses of Treated Effluent and Raw Sewage Samples sent out on May 19, 2020 as per the Certificate of Approval’s (COA’s) monitoring and recording requirements are:

- a. Raw Sewage – Total BOD₅ (biological oxygen demand): 150[mg/L]
- b. Final Treatment Effluent – Total CBOD₅ (carbonaceous biological oxygen demand): 3.6 [mg/L] – limit is 25 [mg/L].
- c. Raw Sewage – Total Suspended Solids: 67 [mg/L].
- d. Final Treated Effluent – Total Suspended Solids: 9.67 [mg/L] – limit is 25 [mg/L].

4.2.2. **Weekly** – Laboratory Results on the weekly samples of final treated effluent sent on May 6, 12, 19, 26 for E. Coli. are:

- a. Geometric Means of the samples in May was 7.2 organisms/100mL.
- b. Geometric Means Limit as per Certificate of Approval is 200 organisms/100mL.

In summary, raw sewage enters the plant with E. Coli counts of approximately 3 million organisms/100 mL and effluent leaves the plant with a geometric mean of 7.2 organisms/100 mL, which is within the COA’s limit of 200 organisms/100 mL. Plant final effluent CBOD was 3.6 p.p.m., and final effluent T.S.S. was 9.67 p.p.m., both well within the C of A requirements.

4.3 Maintenance

- 4.3.1 Sludge press maintenance (clean and grease) 700 building.
- 4.3.2 Greased electric motors for the screw pumps in the 200 building.
- 4.3.3 Greased electric motors for the digester blowers in the 400 building.
- 4.3.4 Replaced four way valve on South dewatering sludge press in the 700 building.

- 4.3.5 Changed oil in both air compressors in the 700 building.
- 4.3.6 Replaced V belt on the exhaust fan in the 400 building.
- 4.3.7 Painted entryway in the 100 building.
- 4.3.8 Cleaned HRV filters in the 100 building.

4.4 Training

- No training.

4.5 Other Information

- 4.5.1 Health and Safety inspection was conducted on May 13, 2020.

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
Influent Flow														
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	196,218	3,101,922
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	6,999	151,140
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	5,859	77,964
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	6,329	101,806
Effluent Flow														
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	181,013	2,857,548
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	5,839	93,803
Samples														
Weekly Bacteriological --ALS Labs		5	4	4	5	4	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	5	4	4	5	4	4	5	4	4	52
Geometric Means (Bacti Samples)		10	10	10	10	10	10	15.52	10	22.79	22.21	10	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	205	2,929
Callouts														
		1	0	1	2	0	6	7	8	9	4	0	21	59