



# **AGENDA**

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

**Tuesday, June 21, 2022  
12:00 p.m.**

**City Hall Council Chambers**

**Live Stream Access: <https://kenora.civicweb.net/Portal/>**

---

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

### **2. Blessing and Land Acknowledgment – Councillor Poirier**

### **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:

- Authorize budget amendments as a result of recent funding announcements that were not previously built into the 2022 capital plan:
  - \$500,000 to be funded through the Northern Ontario Heritage Fund Corporation (NOHFC) for the City of Kenora Parks repairs and improvement project;
  - \$450,000 to be funded through the NOHFC for the Norman Park Playground interpretive area upgrade and improvement project;
  - \$500,000 to be funded through the NOHFC for the City of Kenora Baseball diamond enhancement project;
  - \$500,000 to be funded through the NOHFC for the City of Kenora – Keewatin Memorial Arena repair and upgrade project;
  - \$480,000 to be funded through the NOHFC for the City of Kenora dock upgrade project;
  - \$400,000 to be funded through the NOHFC for the Museum retrofit project;
  - \$3,666,499.56 to be funded through Invest in Canada Infrastructure Program (ICIP) through its Community, Culture and Recreation Stream program for the Kenora Recreation Centre rehabilitation project
- Acquire thirty-eight properties for municipal purposes from the Province of Ontario described in FCP 20200-041 – List of Forfeited Corporate Properties and Property Descriptions in the amount of \$3,276.00+HST

### **4. Declaration of Pecuniary Interest and the General Nature Thereof**

Any Member of Council to declare 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 – May 17, 2022

## **6. Presentations/Deputations**

- Lake of the Woods District Stewardship Association Presentation
- Synergy North Annual Report

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

- Keewatin Medical Centre

## **8. Appointments**

- None

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

### **9.1 Corporate Services & Finance**

- Q1 Investment Report
- April 2022 Financial Statements

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

- No Reports

### **9.3 Engineering & Infrastructure**

- No Reports

### **9.4 Community Services**

- Budget Amendment – 2022 Successful Funding Projects
- Hings Lease Renewal

### **9.5 Development Services**

- Acquisition of Land – Western Ontario Lumber Limited
- Amendment to the Municipal Capital Facilities By-law
- Building Officials Appointment By-law
- Zoning Bylaw Amendment - D14-22-04 - 1404 River Drive
- Zoning Bylaw Amendment - D14-22-05 - 216 Matheson Street South

## **10. Housekeeping Resolutions**

- Summer Student Bylaw Officer Appointment
- Deputy Division Registrar Appointment
- Various Agreements
- Various Minutes
- April 2022 Water & Wastewater Monthly Summary

## **11. Tenders**

- Graham and Graham Trading Company Lease Agreement-117 Main St S

## 12. By-laws

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

- Confirmatory
- Budget Amendment – 2022 Successful Funding Projects
- Hings Lease Renewal
- Acquisition of Land – Western Ontario Lumber Limited
- Amendment to the Municipal Capital Facilities By-law
- Building Officials Appointment By-law
- Zoning Bylaw Amendment - D14-22-04 - 1404 River Drive
- Zoning Bylaw Amendment - D14-22-05 - 216 Matheson Street South
- Summer Student Bylaw Officer Appointment
- Deputy Division Registrar Appointment
- Oakwood Roofing Agreement–Keewatin Memorial Arena roof repairs
- BDI Ltd Agreement–vending truck on Harbourfront
- Moncrief Construction Agreement–Coker Road grade raise works
- Image Advantage Solutions Agreement-file scanning project
- Image Advantage Solutions Agreement-file management program
- Stantec Consulting Ltd Agreement-general engineering services
- Dinosaur Valley Studios Agreement-Husky the Muskie remedial work
- NOHFC funding Agreement-upgrades to McLeod Park & Husky the Muskie
- NOHFC funding Agreement-Peace Park project
- Graham and Graham Trading Company Lease Agreement-117 Main St S

## 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 (4 matters – CAO, Mayor, Development Services & Tourism brand updates)
- ii) Disposition of Land (1 matter- Harbourfront redevelopment project 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**.



June 15, 2022

## City Council Committee Report

**To: Mayor and Council**

**Fr: Kyle Attanasio, Chief Administrative Officer**

**Re: Expressions of Interest for 904 Ottawa Street – Keewatin Medical Clinic**

### **Recommendation:**

That Council hereby directs Administration to decline the two proposals submitted under the Expression of Interest process that closed on June 2<sup>nd</sup>, 2022 for the purpose of soliciting interest in acquiring the property located at 904 Ottawa Street; and further

That Council hereby retain ownership of the property located at 904 Ottawa Street and commence negotiations with the tenants from the Keewatin Medical Clinic on a new lease agreement.

### **Background:**

Early in the 2018-2022 term of Council, Administration was directed to explore opportunities to divest of certain municipal properties that were vacant parcels of land or buildings that are not occupied by municipal staff. These properties carry significant costs to the municipality as there is ongoing maintenance of both buildings and properties, capital improvements required to keep them running, and carry ongoing risk and liability to the municipality.

The City engaged an external consultant to assist in creating the Vacant Lands and Growth Strategy which identifies municipal properties that have the potential to be marketed and declared surplus to the needs of the municipality. We have successfully sold numerous municipal properties including 1125 Hwy 17 E (former OPP station) and Town Island (effective July 2022), both of which had lease commitments and costs associated with their respective lease arrangements. The City is also in the legal process of disposing of 243 Rabbit Lake Road facility (former Town of Jaffray Melick office). Council has also supported the hiring of a Lands Acquisition and Divestment Officer to oversee all of our property transactions. 904 Ottawa Street (Keewatin Medical Centre) is simply part of the overall larger picture of municipal property divestment and the City striving to exit its role as a landlord where feasible.

The City of Kenora took ownership of 904 Ottawa Street at amalgamation. It has been leased to the Keewatin Medical Centre since 1985 when the original lease was executed between the Keewatin Doctors of the day and the Town of Keewatin.

In early 2019 in carrying out Council's direction, the City initiated discussions with the Keewatin Medical Centre representatives and the Kenora Health Care Centre Board (KHCB) to take over care and control of the building and have KHCB act as the landlord. This Board acts in a similar capacity for the doctors working out of the Paterson Medical Clinic in Kenora and part of the Board's mandate is to manage a significant asset within

the City intended for the provision of health care services to the community. The City felt this was a natural fit and aligned well for all medical professionals in the community and the mandate of the KHCBC.

During these discussions, the City suggested a transfer of ownership to the Kenora Health Care Centre Board for \$1 (one dollar). That transfer was contingent on the fact that the facility continues to function as health care services in Keewatin. Unfortunately, the parties could not come to an agreement and discussions broke off in early 2021. The City respects and values the work of the doctors and did not wish to force an arrangement on the Clinic that did not serve the Clinic's interests.

In Fall 2021, the City re-engaged with the representatives of the Keewatin Medical Centre to discuss the potential for a direct sale of the building to the doctors of the Keewatin Medical Centre for \$1 (one dollar). A representative for the doctors expressed that this was not the doctors' preference and the City advised the representative that we would be proceeding with an EOI process to divest of the property, ensuring that the emphasis in the EOI document focused on medical services being retained in that building.

Publishing an EOI is an exploratory process to obtain an informal declaration that a potential buyer has interest in purchasing a property. There is no obligation on the City to accept any proposal submitted during an EOI process.

Representatives of the Keewatin Medical Clinic were strongly encouraged, if they desired, to submit their interest in the building starting in late 2021 prior to the EOI being published publicly in April 2022.

On June 2, 2022 the EOI process closed and two bids were received: one from Lake of the Woods District Hospital and one from Titan Partners Ltd. An evaluation panel of three members of City Administration reviewed the proposals. After a fulsome review, the panel elected to not advance either proposal for further consideration to Council.

**Budget:** City Administration carried out a financial analysis of the 904 Ottawa Street Property and determined that expenses typically exceed revenues for the building.

<b>Year</b>	<b>Revenue</b>	<b>Expense</b>	<b>Net</b>
2008	\$13,195	\$20,331	(\$7,136)
2009	\$13,195	\$11,340	\$1,855
2010	\$13,195	\$14,630	(\$1,435)
2011	\$13,261	\$20,686	(\$7,425)
2012	\$13,653	\$27,870	(\$14,217)
2013	\$14,064	\$9,898	(\$4,166)
2014	\$14,491	\$23,626	(\$9,135)
2015	\$14,851	\$10,226	\$4,625
2016	\$15,292	\$16,670	(\$1,378)
2017	\$16,714	\$9,728	\$6,986
2018	\$16,286	\$10,740	\$5,546
2019	\$16,446	\$14,528	\$1,918
2020	\$16,419	\$13,930	\$2,489
2021 (Preliminary)	\$16,419	\$8,539	\$7,880
<b>Total</b>	<b>\$207,479</b>	<b>\$212,742</b>	<b>(\$5,263)</b>

\*It is noteworthy that not all operating costs are captured in this accounting. Those costs associated with mowing, snow removal, and other external maintenance are not coded

back to the 904 Ottawa Street property. Administration estimates that these costs total approximately \$1,500 - \$2,000 per year on average further adding to the expense side.

Should the City retain the property, there is a high likelihood that the City will continue to see expenses exceed revenues for the foreseeable future as the building continues to age.

**Risk Analysis:** If the City retains the building and continues to collect similar revenues, there is a high likelihood that expenses will continue to exceed revenues into the future.

There is also a risk that if the City retains ownership, large capital costs will continue to arise as the building ages. Currently, Administration anticipates that a new roof will be required in the next three to five years that is estimated to cost \$30,000 - \$40,000 to replace.

If the City were to sell the property, based on conversations and the deputation delivered by the current tenants with the Keewatin Medica Clinic, there is a significant risk that a change in ownership could create instability to the Clinic and potentially jeopardize medical services in Kenora. The health care sector is currently experiencing high levels of stress, anxiety, and burnout and changes to the Clinic's current operating model have the potential to exacerbate the situation for local medical professionals operating the Clinic.

Lake of the Woods  
**KENORA**



NORTH AMERICA'S  
*Premier*  
BOATING DESTINATION

# Housekeeping Reports NOT attached to Committee of the Whole Agenda



May 30, 2022

## Housekeeping Council Briefing

(direct to Council – does not appear at COW)

**Agenda Item Title:** Appointment of Summer Student Bylaw Enforcement Officer

**Background Information:**

Council has approved the return of one bylaw officer summer student position to assist with enforcing our bylaws throughout the City, focusing on parking and docking.

Under the authority of the Police Services Act, all bylaw enforcement officers must be appointed by bylaw. This report is to appoint our 2022 summer student, Spencer Sundin, for the duration of June 25, 2022 to September 15, 2022.

**Resolution for Council:**

That Council hereby appoints Spencer Sundin as summer student By-Law Enforcement Officer in and for the City of Kenora under the authority of the Police Services Act; and further

That this appointment is hereby authorized for the period of June 25, 2022 to September 15, 2022.

**Budget:** included in the 2022 operating budget

**Risk Analysis:**

There is no risk to this report as it is a statutory requirement.

**Communication Plan/Notice By-law Requirements:** bylaw required

**Strategic Plan or Other Guiding Document:** administrative only

**Briefing By:** Heather Lajeunesse, Enforcement Services Manager

**Bylaw Required:** Yes





May 30, 2022

## 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 Lisa Wilcott as a Deputy Division Registrar and Lottery Licensing Officer for the City of Kenora; and further

That Leah Bailey be hereby repealed as Deputy Division Registrars for the City of Kenora.

**Briefing By:** Heather Kasprick, Director of Corporate Services/City Clerk

**Bylaw Required:** Yes



June 13, 2022

## **Housekeeping Council Briefing**

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

**Agenda Item Title:** Ratifying Numerous Agreements

**Background Information:**

In accordance with the City's Procurement Policy, various agreements pertaining to matters that have been discussed by Council in previous meetings, or for items that have been procured in accordance with the Procurement Policy authorities through approved annual budgets, the Mayor and Clerk have executed the following agreements on behalf of the Corporation. These are now ready for bylaw.

This report will appear monthly before Council to outline the agreements that are executed on behalf of the Corporation and each agreement is available in the Clerk's office should a member of Council wish to review.

These agreements include:

**Services Agreements**

- Oakwood Roofing –Keewatin Memorial Arena roof repairs \$131,836.00
- BDI Ltd – vending truck on Harbourfront - \$140+HST/week
- Moncrief Construction – Coker Road grade raise works \$220,086.00 +HST
- Image Advantage Solutions – file scanning project - \$65,000 +HST
- Image Advantage Solutions – File management program - \$36,140+HST
- Stantec Consulting Ltd – general engineering services as per fee schedule
- Dinosaur Valley Studios – Husky the Muskie remedial work - \$125,000+HST

**Contribution Agreements**

- NOHFC – upgrades to McLeod Park & Husky the Muskie remedial work \$941,280.00
- NOHFC – Peace Park project - \$362,500.00

**Resolution for Council:**

That the Mayor and Clerk be hereby authorized to execute the following agreements on behalf of the Corporation of the City of Kenora:

- Oakwood Roofing–Keewatin Memorial Arena roof repairs;
- BDI Ltd–vending truck on Harbourfront;
- Moncrief Construction–Coker Road grade raise works;
- Image Advantage Solutions-file scanning project;
- Image Advantage Solutions-file management program;
- Stantec Consulting Ltd-general engineering services;
- Dinosaur Valley Studios-Husky the Muskie remedial work;
- NOHFC-upgrades to McLeod Park & Husky the Muskie;
- NOHFC-Peace Park project; and further

That three readings be given to bylaws for this purpose.

**Budget:** in accordance with each project

**Risk Analysis:** These items have been procured or agreed to in accordance with the policy. The adoption of the bylaws for these agreements are the administrative portion of the procurement process and must be finalized.

**Communication Plan/Notice By-law Requirements:** bylaws

---

**Briefing By:** Heather Pihulak, Director of Corporate Services/City Clerk

**Bylaw Required:** Yes

June 9, 2022



## 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:

- March 23, April 27 & May 25, 2022 - Kenora Public Library Board Minutes

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

- February 24, March 25 & April 21, 2022 – Police Service Board
- April 22 (regular meeting) & April 26 (special meeting); Northwestern Health Unit; and further

That these Minutes be circulated and ordered filed.

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

**Bylaw Required:** No



June 1, 2022

## **Housekeeping Council Briefing**

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

**Agenda Item Title:** 2022 Water & Wastewater Systems Monthly Summary Report – April

**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 City's water and wastewater systems operate and are maintained. Data will be collected at the end of each month and presented to Council for acceptance, see attached.

Due to the diversity of the City's electrician's work, a summary of their work is now included in an additional section, 5.0 Electrical Work, beginning in April 2021.

The Operations and Infrastructure Department recommends that Council accept the 2022 Water and Wastewater Systems Monthly Summary Report for April.

**Resolution for Council:**

That Council of the City of Kenora hereby accepts the April 2022 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 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. Marco Vogrig, 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:**

Marco Vogrig P.Eng., Acting Director of Engineering and Infrastructure

**Bylaw Required:** No

**CITY OF KENORA**

# Monthly Summary Report Water & Wastewater Systems

April 2022

Prepared by: Mike Derouard, Water and Wastewater Supervisor  
Ryan Peterson, Water Treatment Plant  
Darryl Wilson, Wastewater Treatment Plant  
Marc Prefontaine, Electrician

## **1.0 Introduction**

This report contains the major maintenance activities and operational events that occurred during the month of April 2022 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 operate and 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

Sampling was conducted on the following dates:

- April 4
- April 11
- April 19
- April 25

All samples tested were within the allowable parameters.

### **2.3 Maintenance**

- Cleaned lubricated clarifier vacuum breaker solenoids.
- Drained influent pipe and cleaned alum injection point.
- Installed PM kit in spare vacuum regulator.
- Replaced membrane cap and electrolyte on total chlorine analyzer.
- Cleaned and changed electrolyte in clearwell influent analyzer.

### **2.4 Training**

- All operators attended in-house confined space and lockout/tag out training.

### **2.5 Water Quality Complaints**

- There were no water quality complaints in April.

### **2.6 Other Information**

- Distribution chlorine residuals were collected on a weekly basis.
- Aaron Causyn on –site for annual MECP Inspection.
- Lake of the Woods Electric on site for generator replacement project.



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

#### **3.1 Maintenance**

##### **3.1.1. Water Distribution**

- Dug and decommissioned water service on Dennis Street.
- Dug and repaired water service on Birchwood Drive.
- Four (4) water turn offs for repair.
- Three (3) frozen waters on City side.
- Six (6) water turn on for the season.
- Flushing of hydrants.
- Checking water bleeders.
- Water meter reads and repairs.
- Various locates for Ontario One Call.

##### **3.1.2. Wastewater Collection**

- Dug and repaired sewer service on Fifth Street South.
- Dug and repaired sewer service on Third Street North.
- Dug and repaired force main on Birchwood Crescent.
- Dug and repaired force main at North Hamilton lift station.
- Four (4) calls for grinder pumps.
- Eight (8) calls for sewer rodding.
- One (1) sewer thaw on homeowner side.
- One (1) camera inspection of sewer line.
- Sewer lift station maintenance.
- Various locates for Ontario One Call.

##### **3.1.3. Water Thaws:**

	April 2021	April 2022
City	0	0
Private	0	0

#### **3.2 Training**

Staff participated in the following training:

- Lockout Tag Out
- Confined Space
- Traffic Protection
- Trenching
- Fall Protection
- Elevated Work Platforms

#### **3.3 Boil Water Advisory(s) – 2022**

In response to our new water main disinfection requirements in our license and permit, we now implement a Precautionary Boil Water Advisory anytime we work in the distribution system where the water mains have been turned off. This is to ensure the public is aware of our efforts and to maintain acceptable water quality throughout the distribution system. These Precautionary Boil Water Advisories are

not an indication of an adverse water quality incident that would require the NWHU approval to rescind the advisory. Our testing to date has not indicated any adverse water quality conditions through our construction activities to date.

- There were no precautionary boil waters for report for April.

### **3.4 Other Information**

- No other information to report for April.

## **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 April 19, 2022 as per the Certificate of Approval’s (COA’s) monitoring and recording requirements are:

- a. Raw Sewage – Total BOD<sub>5</sub> (biological oxygen demand): 57 [mg/L]
- b. Final Treatment Effluent – Total CBOD<sub>5</sub> (carbonaceous biological oxygen demand): 6.9 [mg/L] – limit is 25 [mg/L].
- c. Raw Sewage – Total Suspended Solids: 127 [mg/L].
- d. Final Treated Effluent – Total Suspended Solids: 7.8 [mg/L] – limit is 25 [mg/L].

4.2.2. **Weekly** – Laboratory Results on the weekly samples of final treated effluent sent on April 5, 12, 19 and 26 for E. Coli are:

- a. Geometric Means of the samples in April was 11.89 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 11.89 organisms/100 mL, which is within the COA’s limit of 200 organisms/100 mL. Plant final effluent CBOD was 6.9 p.p.m., and final effluent T.S.S. was 7.8 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 Replaced UV ballast on module 12/Bank A for UV disinfection.
- 4.3.3 Electrician replaced switch block and time for the grit cleaning mechanism.
- 4.3.4 Tightened packing gland on the west lobe pump in the 300 building.
- 4.3.5 Mechanic replaced coolant sensor on the UV generator.

#### **4.4 Training**

- Lockout/tag out, Confined Space Entry, Fall Protection and Elevating Work Platforms training took place in April.

#### **4.5 Other Information**

- 4.5.1 Health and Safety inspection was conducted on April 13, 2022.

### **5.0 Electrical Work**

The Water /Wastewater Division employs two on staff electricians. Due to the number of sewage pumping stations and grinder pumps that we operate, there are a significant number of electrical repairs and ongoing maintenance that require attention on a daily and weekly basis. In addition, we also provide the services of our electricians to all other municipal services as time permits. This information is provided to Council to understand how the Electricians provide a valuable service to all departments

#### **5.1 Wastewater Pumping Stations**

- Maintenance, troubleshooting and repairs.
- ESA deficiencies rectified.
- Variable Frequency Drives – maintenance/optimization.

#### **5.2 Wastewater Treatment Plant**

- Plant electrical maintenance/repairs.
- Heater repairs.
- Instrument calibrations.
- Incoming Effluent Flowmeter investigation.
- Fourth at Edwards Pumping Station Alarms to SCADA

#### **5.3 Water Treatment Plant**

- Plant electrical maintenance/repairs.

#### **5.4 Booster/Water Dispenser Stations/Waterworks**

- Maintenance/repairs on water dispensing unit at both Evergreen and Rabbit Lake.
- ESA deficiencies rectified.
- Serviced and repaired Card Readers.

#### **5.5 Operations Building**

- Electrical maintenance and repairs.
- ESA deficiencies rectified.
- Mechanic shop equipment repair and maintenance.

#### **5.6 Waste Transfer Facility**

- Electrical maintenance/repairs.
- ESA deficiencies rectified.

#### **5.7 Facilities**

- Electrical maintenance at City Hall, Kenora and Keewatin Recreation Centre's, Libraries and Arts Centre.
- ESA deficiencies rectified.

- Parkade entrance and exit overhead door repairs.

#### **5.8 Firehall(s)**

- ESA deficiencies rectified.
- Overhead door repair and maintenance.

#### **5.9 Parks/Cemetery**

- ESA deficiencies rectified.
- McLeod Park renovation ongoing.

#### **6.0 Traffic Signals/Streetlights**

- Electrical maintenance, troubleshooting, repairs and monitoring.

#### **6.1 Locates**

- Located and marked City underground electrical infrastructure.
- Emergency locates for sewer and water digs.

#### **6.2 Grinder Pumps**

- Wiring and initial setup of new pumps/floats.
- Maintenance/repairs at some of the 300+ in use throughout the City.
- Prepped in stock grinders for installation.







## Schedule "B"

### Wastewater Systems Flow & Operating Data Monthly Summary Report - 2021

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.	157,559	148,065	184,634	198,772	200,170	177,564	174,863	178,758	193,921	285,637	253,260	195,195	2,348,398
Maximum Daily Influent Flow	m <sup>3</sup> /day	5,524	6,030	6,791	9,317	7,285	7,203	7,184	9,087	9,132	17,620	9,335	7,200	101,708
Minimum Daily Influent Flow	m <sup>3</sup> /day	4,681	4,869	5,376	5,224	5,917	5,112	4,994	5,101	5,452	5,340	7,222	5,369	64,657
Average Daily Influent Flow	m <sup>3</sup> /day	5,083	5,288	5,955	6,626	6,457	5,919	5,641	5,766	6,464	9,214	8,442	6,297	77,152
<u>Effluent Flow</u>														
Total Effluent Flow	m <sup>3</sup> /mon.	156,936	146,572	181,732	191,799	190,643	173,172	176,024	185,001	202,498	294,350	264,569	204,319	2,367,615
Average Daily Flow	m <sup>3</sup> /day	5,062	5,235	5,862	6,393	6,150	5,772	5,678	5,968	6,750	9,495	8,819	6,591	77,775
<u>Samples</u>														
<u>Weekly Bacteriological --ALS Labs</u>														
Number of Raw Samples Taken		1	1	1	1	1	1	1	1	1	1	1	1	12
Number of Treated Samples Taken		4	4	5	4	4	5	4	4	5	4	5	4	52
Geometric Means (Bacti Samples)		11.28	11.89	10	10	10	10	10	10	18.88	14.14	10	4.64	130.83
Sludge Hauled to Landfill	m <sup>3</sup> /mon	273.6	239.4	251	285	171	205.2	250.8	239.4	193.8	182.4	182.4	239.4	2713.4
<u>Callouts</u>														
		0	1	3	2	2	2	8	5	6	7	5	5	46





June 15, 2022

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

**Agenda Item Title:** Lease Agreement with Graham and Graham Trading Co. Inc.

**Background Information:**

City staff completed a competitive Request for Proposals process for seasonal or multi-year development of the municipal property located at 117 Main Street South. As part of the evaluation process, proposals that maximized the site's development potential and contributed to the vibrancy of the Harbourtown Centre, bringing residents and visitors to the area, were to be preferred. The process closed on April 22, 2022. One submission was received.

Staff are recommending that Council enter into a one year lease agreement for this property with Graham and Graham Trading Co. Inc. for the term ending April 30, 2023. The business operation will be a Beavertails franchise location in the Harbourtown Centre.

**Resolution for Council:**

That Council hereby authorizes the Mayor and Clerk to enter into a lease agreement between the Corporation of the City of Kenora and Graham and Graham Trading Co. Inc., for the term ending April 30, 2023 for the municipal property located at 117 Main Street South; and further

That three readings be given to a by-law for this purpose.

**Budget:** Monthly lease payments of \$1000+ HST and will be placed into general revenues

**Risk Analysis:** There is positive financial risk to be realized with this additional source of revenue.

**Communication Plan/Notice By-law Requirements:** By-law required.

**Strategic Plan or Other Guiding Document:**

Five Year Economic Development and Tourism Strategy

- Improve the development readiness of publicly owned residential, commercial and industrial lands;
- Encourage temporary uses on public vacant lands that promote economic activity as an interim use prior to development.

City of Kenora 2022-2027 Strategic Plan

- Promote new investment and development of City-owned and private lands in Kenora.

**Briefing By:** Megan Dokuchie, Economic Development Officer

**Bylaw Required:** Yes