



## **AGENDA**

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

**Friday, October 7, 2022  
12:00 p.m.**

**City Hall Council Chambers**

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

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**1. Call to Order**

**2. Blessing and Land Acknowledgment – Councillor Goss**

**3. Public Information Notices**

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

- Council will amend their December meeting schedule to reflect the December Committee of the Whole date being December 6 at 9 a.m.

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

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

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

**5. Confirmation of Previous Council Minutes**

- Regular Council – September 20, 2022

**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 Corporate Services / Finance / Human Resources**

- August 2022 Financial Statements
- Budget Amendments Approved by Director of Finance/Deputy Treasurer
- December Meeting Series Date Change

## **9.2 Fire & Emergency Services**

- No Reports

## **9.3 Engineering & Infrastructure**

- No Reports

## **9.4 Community Services**

- Operation & Maintenance of Coney Island Park Agreement
- Parks & Recreation Master Plan

## **9.5 Development Services**

- Application to NOHFC & FedNor – McLeod Park Phase II
- Advocacy for Rural & Northern Immigration Pilot

## **10. Housekeeping Resolutions**

- Various Committee Minutes
- Water & Wastewater Monthly Summary – August 2022
- Various Agreements

## **11. Tenders**

- None

## **12. By-laws**

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

- Confirmatory
- Agreement with Jennifer Schott - Operation & Maintenance of Coney Island Park
- Services Agreement – Moncrief Construction – Pinecone Drive works
- Agreement – Canada, Minister of Infrastructure and Communities – Active Transportation Master Plan
- Agreement – Canada, Minister of Infrastructure of Communities – Micro-Transit Feasibility Study

## **13. Notices of Motion**

## **14. Proclamations**

- Purple Thursday – October 20
- World Polio Day – October 24

## **15. Announcements (non-action)**

## **16. Adjourn to a Closed Session**

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

- i) Education & Training Members of Council (2 matters – CAO, Mayor 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

October 4, 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:

- September 28, 2022 - Kenora Public Library Board Minutes

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

- June 30, 2022 – Police Services Board; and further

That these Minutes be circulated and ordered filed.

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

**Bylaw Required:** No



October 1, 2022

## **Housekeeping Council Briefing**

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

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

**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 August.

**Resolution for Council:**

That Council of the City of Kenora hereby accepts the August 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:**

**CITY OF KENORA**

# Monthly Summary Report Water & Wastewater Systems

August 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 August 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:

- August 2
- August 8
- August 15
- August 22
- August 29

All samples tested were within the allowable parameters.

### **2.3 Maintenance**

- Changed belt on fluoride feeder.
- Replaced emergency solenoid valve on highlift #1 checkvalve.
- Replaced damaged door knob on Zone 2 standpipe building.
- Replaced seat on backwash control valve.
- Rebuilt emergency solenoid valve on highlift #1 check valve.

### **2.4 Training**

- One operator completed an online CEU course from Fleming College.

### **2.5 Water Quality Complaints**

- There were no water quality complaints in August.

### **2.6 Other Information**

- Distribution chlorine residuals were collected on a weekly basis.
- Lakeside Controls were on site for annual instrument calibrations.
- Lake of the Woods Electric were on site for standpipe inspections.



- Superchlorination testing and bacteriological testing was conducted for various infrastructure renewal projects.

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

#### **3.1 Maintenance**

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

- Dug and installed new 8” water valve on Preston Street.
- Dug and repaired water main on Preston Street.
- Repaired hydrant behind Luby’s Motel.
- Worked with contractors on construction projects.
- Repaired various leaks on Coney Island.
- Two (2) water turn offs for repair.
- One (1) water turn off for season.
- Water meter reads and repairs.
- Landscaping various water digs.
- Replaced various main valve lids.
- Various locates for Ontario One Call.

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

- Dug and repaired faulty main valves on forcemain at North Hamilton lift station.
- Replaced broken check ball assembly in North Hamilton lift Station.
- Repaired forcemain at Tunnel Island with Dominion Divers (divers found second leak and are returning in September for repairs).
- Seven (7) calls for sewer rodding.
- One (1) camera inspection.
- Three (3) calls for grinder pumps.
- Sewer lift station maintenance.
- Cleaning of lift stations with vac truck.
- Flushing of sewer mains
- Assisted roads with culvert flushing.
- Various locates for Ontario One Call.
- Landscaping of sewer digs.

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

	August 2021	August 2022
City	0	0
Private	0	0

#### **3.2 Training**

No new training to report for August

#### **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 two (2) precautionary boil water advisories issued in August:
  - All houses north of CP Railway Tracks – contractor hit a 10’ water main while digging on private property
  - Preston Street

### 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 August 9, 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): 59 [mg/L]
- b. Final Treatment Effluent – Total CBOD<sub>5</sub> (carbonaceous biological oxygen demand): 4.8 [mg/L] – limit is 25 [mg/L].
- c. Raw Sewage – Total Suspended Solids: 108 [mg/L].
- d. Final Treated Effluent – Total Suspended Solids: 9.6 [mg/L] – limit is 25 [mg/L].

4.2.2. **Weekly** – Laboratory Results on the weekly samples of final treated effluent sent on August 2, 9, 16, 23 and 30 for E. Coli are:

- a. Geometric Means of the samples in August was 7.24 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 7.24 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 9.6 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 Mechanic replaced the battery for the UV generator.
- 4.3.3 Replaced volute for the north effluent pump in the 700 building.
- 4.3.4 Lakeside Control Process calibrated the flow meters.
- 4.3.5 Changed oil in both air compressors in the 700 building.
- 4.3.6 Greased barscreen grit cleaning mechanism and organic return.
- 4.3.7 Electrician replaced the overloads and heaters in the mcc panel for the south screw pump.
- 4.3.8 Cleaned weirs and troughs in both clarifiers.

### **4.4 Training**

- No training took place in August.

### **4.5 Other Information**

- 4.5.1 Health and Safety inspection was conducted on August 26, 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.
- Lift Pump replacements.

### **5.2 Wastewater Treatment Plant**

- Plant electrical maintenance/repairs.
- Instrument calibrations.
- Screw Pump troubleshoot/repair.
- Investigate voltage surges/drops up and down stream transformers.

### **5.3 Water Treatment Plant**

- Plant electrical maintenance/repairs.
- High lift pump – rebuilt contactors and controls, torqued all electrical connections and tested.

### **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.

- Water Service Thaw Cables – tested for continuity along 2<sup>nd</sup> Street South project and repaired as needed.

### **5.5 Operations Building**

- Electrical maintenance and repairs.
- ESA deficiencies rectified.
- Keewatin Medical Centre – interior lighting repairs.
- Museum – lights for renovation.
- City Hall – lighting repairs and replacements.

### **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.

### **5.9 Parks/Cemetery**

- ESA deficiencies rectified.
- McLeod Park renovation electrical support ongoing.
- Tree well plugs along Main Street and 2<sup>nd</sup> Street South – surveyed damages, parts list, planning.

### **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.

**Schedule "A"**

**Water Systems Flow and Operating Data  
Monthly Summary Report - 2022**

<b>Water Plant Flows</b>		<b>Units</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>TOTAL</b>
<u>Influent Flow</u>															
Total Influent Flow	m <sup>3</sup> /month	201275	190411	217655	209497	211637	208423	216425	213034						1668357
Maximum Daily Influent Flow	m <sup>3</sup> /day	7223	8298	8389	8145	7826	8038	7971	8288						64178
Minimum Daily Influent Flow	m <sup>3</sup> /day	5613	5616	5766	6137	5432	5942	5824	5835						46165
Average Daily Influent Flow	m <sup>3</sup> /day	6493	6800	7021	6987	6827	6947	6981	6872						54928
Maximum Daily Instantaneous Influent Flow	m <sup>3</sup> /day	18951	19026	22406	21519	20666	23158	24508	24566						174800
<u>Effluent Flow</u>															
Total Effluent Flow	m <sup>3</sup> /month	181075	171462	195868	189460	190877	185537	202741	202325						1519345
Maximum Daily Effluent Flow	m <sup>3</sup> /day	6476	7643	7440	1692	7128	7175	7308	7283						52145
Minimum Daily Effluent Flow	m <sup>3</sup> /day	51636	4841	5114	5562	5055	5411	5697	5718						89034
Average Daily Effluent Flow	m <sup>3</sup> /day	5841	6124	6318	6315	6157	6185	6540	6527						50007
Plant Meter Reading	m <sup>3</sup> /month	3211	3280	3981	5239	5561	5539	6124	5766						
Compensated Total Effluent Flow	m <sup>3</sup> /month	177864	168182	191887	184221	185316	179998	196617	196559						1480644
<b>Samples</b>															
<u>Weekly Bacteriological</u>															
Number of Raw Samples Taken		5	4	4	4	5	4	4	5						35
Number of Treated Samples Taken		5	4	4	4	5	4	4	5						35
Number of Distribution Samples Taken		30	24	24	24	30	24	24	30						210
<u>Boil Water Advisory Bacteriological</u>															
Number Taken		0	0	8	0	16	6	2	19						51
Adverse Water Quality Incidents		0	0	0	0	0	0	0	0						0
WTP Callouts		1	2	3	3	10	6	14	9						48
Water Thaws	City	0	26	44	0	0	0	0	0						70
	Private	0	5	7	0	0	0	0	0						12
	Total	0	31	51	0	0	0	0	0						82





## Schedule "B"

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

<b>Wastewater Plant Flows</b>		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





October 3, 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**

Services Agreement – Moncrief Construction – Pinecone Drive works

### **Contribution Agreements**

Agreement – Canada, Minister of Infrastructure and Communities – Active Transportation Master Plan

Agreement – Canada, Minister of Infrastructure of Communities – Micro-Transit Feasibility Study

### **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:

Services Agreement – Moncrief Construction – Pinecone Drive works

Agreement – Canada, Minister of Infrastructure and Communities – Active Transportation Master Plan

Agreement – Canada, Minister of Infrastructure of Communities – Micro-Transit Feasibility Study

That three readings be given to bylaws for this purpose.

**Budget:** in accordance with each project/agreement

**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



**PROCLAMATION**

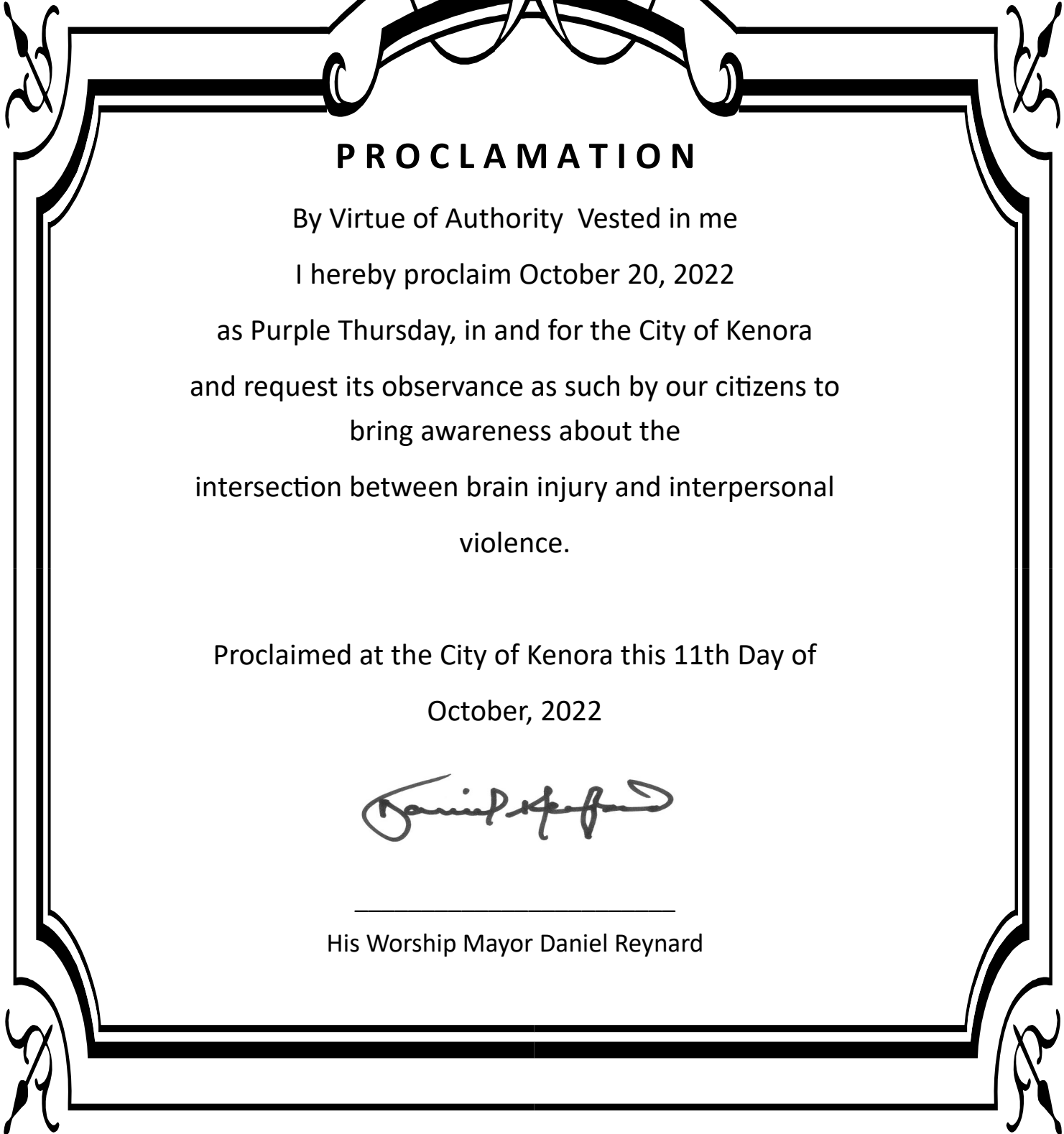
By Virtue of Authority Vested in me  
I hereby proclaim October 20, 2022  
as Purple Thursday, in and for the City of Kenora  
and request its observance as such by our citizens to  
bring awareness about the  
intersection between brain injury and interpersonal  
violence.

Proclaimed at the City of Kenora this 11th Day of  
October, 2022



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His Worship Mayor Daniel Reynard





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

## World Polio Day October 24, 2022

Whereas Rotary is a global network of neighbours, friends, leaders, and problem-solvers who unite and take action to create lasting change in communities across the globe; and

Whereas the Rotary motto, Service Above Self, inspires members to provide humanitarian service, follow high ethical standards, and promote goodwill and peace in the world; and

Whereas Rotary in 1985 launched Polio Plus and in 1988 helped establish the Global Polio Eradication Initiative, which today includes the World Health Organization, U.S. Centres for Disease Control and Prevention, UNICEF, and the Bill & Melinda Gates Foundation, and Gavi, the Vaccine Alliance, to immunize the children of the world against polio; and

Whereas polio cases have dropped by 99.9 percent since 1988 and the world stands on the threshold of eradicating the disease; and

Whereas to date, Rotary has contributed more than US\$2.1 billion and countless volunteer hours to protecting more than 2.5 billion children in 122 countries; and

Whereas Rotary is working to raise an additional \$50 million per year, which would be leveraged for maximum impact by an additional \$100 million annually from the Bill & Melinda Gates Foundation; and

Whereas these efforts are providing much-needed operational support, medical staff, laboratory equipment, and educational materials for health workers and parents; and

Whereas in addition, Rotary has played a major role in decisions by donor governments to contribute more than \$10 billion to the effort; and

Whereas there are over 1.4 million Rotary members in more than 35,000 clubs throughout the world that sponsor service projects to address such critical issues as poverty, disease, hunger, illiteracy, and the environment in their local communities and abroad;

Therefore be it Resolved That I, Mayor Daniel Reynard, of the City of Kenora, do hereby proclaim October 24, 2022 as **“World Polio Day”** in the City of Kenora and encourage all citizens to join Council and Rotary International in the fight for a polio-free world.

*Proclaimed at the City of Kenora this 7<sup>th</sup> day of October, 2022*

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**Mayor Daniel Reynard**