



City of Kenora Committee of the Whole of Council Agenda

Tuesday, December 9, 2014
9:00 am - 1:00 pm
City Hall Council Chambers

Pages

1. Public Information Notices

As required under Notice By-law #144-2007, the public is advised of Council's intention to adopt the following at its December 16, 2014 meeting:-

-Council intends to amend "Schedule D" of By-law #168-2004 to increase Sewer and Water rates by 10%

-Council intends to amend "Schedule D" of By-law #168-2004 to increase Water Tank Truck Delivery Rates

-Council intends to amend the 2014 Budget to accomodate a Heritage Kenora request by \$10,992 from the Land Planning Reserves

2. Declaration of Pecuniary Interest & the General Nature Thereof

i) On today's agenda; ii) From a meeting at which a Member was not in attendance.

3. Confirmation of Previous Committee Minutes

-Regular Committee of the Whole Meeting held September 2, 2014

4. Presentations

4.1 Staff Presentations

5. Deputations

5.1 Tim Gosnell - Central Community Club

6. Business Administration Reports

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13.	Other	
14.	Date of Next Meeting	
	Tuesday, January 13, 2014	

15. Adjourn to Closed

That this meeting be now declared closed at _____ p.m.; and further

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

i) Disposition of Land (3 items)

16. Reconvene to Open Meeting

17. Close Meeting



December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: 2015 Meeting Schedule

Recommendation:

That Council hereby approves the 2015 Schedule of Committee and Council Meetings as prepared in accordance with the Procedural Bylaw of Council.

Background:

The annual schedule of meetings is adopted for the year in accordance with the Procedural By-law, and if changes are required to be made to the schedule, same is done by way of resolution.

Budget:

N/A

Communication Plan/Notice By-law Requirements:

Managers, applicable staff, media, public notice on the Portal.

Strategic Plan or other Guiding Document: N/A

January

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1 Statutory Holiday All City Facilities Closed	2 City Hall Closed (Council approval)	3
4	5	6	7	8	9	10
11	12	13 Committee of the Whole 9:00 a.m.	14	15	16	17
18	19	20 Council 12 noon	21	22	23	24
25	26	27	28	29	30	31

2015

February

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2	3	4	5 KDMA - Ignace	6 KDMA - Ignace	7 KDMA - Ignace
8	9	10 Committee of the Whole 9:00 a.m.	11	12	13	14 Happy Valentine's 
15	16 Family Day Statutory Holiday – All City Facilities closed EXCEPT Kenora Recreation Centre	17 Council 12 noon	18	19	20	21
22 Good Roads Conference Fairmont Royal York - Toronto	23 Good Roads Conference Fairmont Royal York - Toronto	24 Good Roads Conference Fairmont Royal York - Toronto	25 Good Roads Conference Fairmont Royal York - Toronto	26	27	28 

2015

March

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2	3	4	5	6	7
8	9	10 <small>Committee of the Whole 9:00 a.m.</small>	11	12	13	14
15	16	17  <small>Council 12 noon</small>	18	19	20	21
22	23	24	25	26	27	28
29	30	31				 <small>Lake of the Woods KENORA NORTH AMERICA'S PREMIER BOATING DESTINATION</small>



2015

April

Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
					Good Friday All City Facilities Closed	
5 Happy Easter! Easter Sunday 7 day operation facilities Closed	6 Easter Monday *Some facilities closed (City Hall, Operations)	7	8	9	10	11
12	13	14 Committee of the Whole 9:00 a.m.	15	16	17	18
19	20	21 Council 12 noon	22 NOMA Annual Meeting - Victoria Inn Thunder Bay	23 NOMA Annual Meeting - Victoria Inn Thunder Bay	24 NOMA Annual Meeting - Victoria Inn Thunder Bay	25
26	27	28	29	30		

2015

May

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2
3	4 LOWPOA Show Winnipeg 1:00 p.m.	5	6	7	8	9
10  Happy Mother's Day	11	12 Committee of the Whole 9:00 a.m.	13	14	15	16
17	18 Victoria Day All City Facilities Closed	19 Council 12 noon	20	21	22	23
24	25	26	27	28	29	30
31						

2015

June

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	1	2	3	4	5 FCM Conference Edmonton	6 FCM Conference Edmonton
7 FCM Conference Edmonton	8 FCM Conference Edmonton	9	10	11	12	13
14	15	16 Committee of the Whole 9:00 a.m.	17	18	19	20
21  Happy Father's Day	22	23 Council 12 noon	24	25	26	27
28	29	30				

2015

July

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
 Lake of the Woods KENORA NORTH AMERICA'S Premier BOATING DESTINATION			1  Canada Day All City Facilities Closed	2	3	4
5	6	7	8	9	10	11
12	13	14 Committee of the Whole 9:00 a.m.	15	16	17	18
19	20	21 Council 12 noon	22	23	24	25
26	27	28	29	30	31	

2015

August

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						1
2	3 Civic Holiday All City Facilities Closed	4 Committee of the Whole 9:00 a.m.	5	6	7	8
9	10	11 Council 12 noon	12	13	14	15
16 AMO Conference Niagara Falls	17 AMO Conference Niagara Falls	18 AMO Conference Niagara Falls	19 AMO Conference Niagara Falls	20	21	22
23	24	25	26	27	28	29
30	31					

2015

September

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2	3	4	5
6	7 Labour Day All City Facilities Closed	8 Committee of the Whole 9:00 a.m.	9	10	11	12
13	14	15 Council 12 noon	16	17	18	19
20	21	22	23 NWO Regional Conference - NOMA Thunder Bay	24 NWO Regional Conference - NOMA Thunder Bay	25 NWO Regional Conference - NOMA Thunder Bay	26
27	28	29	30			

2015

October

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
				1	2	3
4	5	6	7	8	9	10
11	12 Thanksgiving All City Facilities Closed	13 Committee of the Whole 9:00 a.m.	14	15	16	17
18	19	20 Council 12 noon	21	22	23	24
25	26	27	28	29	30	31 Happy Halloween 

2015

November

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
1	2	3	4	5	6	7
8	9	10 Committee of the Whole 9:00 a.m.	11  Remembrance Day All City Facilities Closed	12	13	14
15	16	17 Council 12 noon	18	19	20	21
22	23	24	25	26	27	28
29	30					

2015

December

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		1	2	3	4	5
6	7	8 Committee of the Whole 9:00 a.m.	9	10	11	12
13	14	15 Council 12 noon	16	17	18	19
20	21	22	23	24  Christmas Eve All City Facilities Closed @ noon	25  Merry Christmas All City Facilities Closed	26  Boxing Day All City Facilities Closed
27	28	29	30	31  New Year's Eve All City Facilities Closed @ noon		

2015



November 27, 2014

City Council Committee Report

To: Mayor and Council

Fr: Lauren D'Argis, Corporate Services Manager

Re: Rate Setting for Water & Sewer Customers on the Bleeder List

Recommendation:

That Council hereby amends bylaw number 168-2004, a bylaw to enact rules and regulations for the use, operation and maintenance of a system of water works and sewage works in the City of Kenora to reflect an amendment to Schedule "D" rates; and further

That Schedule "D" reflect a discretionary rate authorized by the Operations Manager to temporarily amend the Bleeder Rates to a volumetric rate as low as 0% of the regular current rates for specific or all customers in extreme circumstances as deemed necessary by the Manager of Operations.

Background:

Currently, the City of Kenora maintains a list of Customers who have bleeder permits. These customers have been identified as required to run additional water through their systems during prescribed times of the winter to assist in keeping the city's Water & Sewer infrastructure from freezing. To ensure that these customers do not incur extra costs from running the additional water through their systems, the City of Kenora has, charged the volumetric portion of their bills at 50% of the normal rate during the prescribed times.

During the winter of 2013-2014, the temperatures were so extreme that the City's Water & Sewer infrastructure started to freeze despite the normal activities of the Bleeder Customers.

It is assumed that some Bleeder Customers are still conserving water to be fiscally responsible and or environmentally conscious. This was not a problem until the extreme temperatures of the winter of 2013-2014. It is also assumed that if the volumetric rate for specific or all Bleeder Customers was reduced to 0% of the regular rate, they would be willing to run more water through their systems.

It is hoped that we will never have the extreme temperatures of the 2013-2014 winter again, however, this change will allow City Staff to react quickly in case the infrastructure starts to freeze the way that it did in February 2014. This change will also allow City Staff to identify and encourage specific customers to run additional water through their systems

before the infrastructure starts to freeze and possibly even before it is obvious that we are in extreme circumstances.

Budget:

If the volumetric charge for all Bleeder Customers was changed to 0% of the regular rate for the entire season, the impact would be about \$50,000 in lost revenue to the city. However, if the change avoided one water main break, we would more than recover the \$50,000 in avoided expenses. It is unlikely that the change would ever be to 0% for an entire season for all customers.

Communication Plan/Notice By-law Requirements:

None

Strategic Plan or other Guiding Document:

Strat Plan Corporate Action 2-1: The City will ensure that our municipal infrastructure is maintained using available resources.



December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: Community Policing & Accessibility Committee Appointment

Recommendation:

That Council hereby appoints Trudy Cederwall to the Community Policing Committee with a term at the pleasure of Council; and further

That Council hereby appoints Ruth Bowiec to the Accessibility Committee representing the Seniors with a term at the pleasure of Council.

Background:

Trudy has been a member of the Community Policing committee for the past several years. She missed the deadline for applications and therefore submitted her application late. We currently have several vacancies on this committee and it will be re-advertised in the new year for membership.

Ruth Bowiec has been an active member of the Accessibility Committee for the past several years. She needed to approach the Kenora Branch of the Ontario Seniors Coalition about allowing her name to stand representing the Seniors on the Accessibility Committee. The meeting did not take place until December 1st so she could not make the deadline for applications of November 21st. They all agreed for her to continue her work on this committee and were pleased with her interest to represent the seniors.

Budget: N/A

Communication Plan/Notice By-law Requirements: N/A

Strategic Plan or other Guiding Document: N/A



November 20, 2014

City Council Committee Report

To: Mayor and Council

Fr: Lauren D'Argis, Corporate Services Manager

Re: Contracts & Expenditures Approved January to September 2014

Recommendation:

That Council hereby receives the information report of Lauren D'Argis, Corporate Services Manager dated November 20, 2014 with respect to contracts awarded within the Manager's approved limits for January to September 2014.

Background:

In the Procurement Policy, the Corporate Services Manager may award a tender, contract or purchase for greater than \$20,000 provided that:

- a) The purchase is included in the City's budgets, and is within the budgeted amount;
- b) The total cost of the contract does not exceed the following authority limits:
 - i. Operating expenditures not exceeding \$100,000;
 - ii. Capital expenditures not exceeding \$250,000, with the exception of;
 - iii. Capital expenditures for equipment outlined specifically in the capital budget not exceeding \$500,000;
- c) The award is made to the bidder whose bid achieves the highest score as a result of the evaluation;
- d) The term of the contract does not exceed the lesser of either the current operating year or the remainder of the term of Council; and
- e) The award is made to the bidder submitting the lowest end cost, compliant bid.

A report shall be submitted quarterly to Council to advise of the award of any tenders, contract or purchases under this section.

This report is attached.

Budget:

There is no expected budget impact as a result of this report.

Communication Plan/Notice By-law Requirements:

N/A – Information purposes

December 1, 2014



City Council Committee Report

To: Mayor & Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: Dedicated Gas Tax Funds for Public Transportation Program

Recommendation:

That Council of the City of Kenora gives three readings to a by-law to authorize the execution of an agreement between the City of Kenora and the Ministry of Transportation with respect to the Dedicated Gas Tax Funds for Public Transportation Program for 2014-2015; and further

That the Mayor and Treasurer be authorized to enter into the agreement.

Background:

The provincial government is committed to working with municipalities to improve the environment and support economic growth. Overall, since 2003 they have invested more than \$19.3 billion in public transit in Ontario. They are committed to providing long-term, stable and predictable transit funding for Ontario municipalities by providing two cents per litre of provincial gas tax to improve and expand transit. They made gas tax funding permanent with the passage of the Dedicated Funding for Public Transportation Act, 2013.

The City of Kenora will be eligible to receive an allocation of \$143,459 for this program this year.

The Ministry is requesting a signed letter of agreement along with a by-law to authorize this program.

Budget:

There is no expected budget impact as a result of this program. Gas tax revenues are intended to support increased municipal public transportation expenditures and not to reduce or replace current levels of municipal public transportation funding.

Communication Plan/Notice By-law Requirements:

The Ministry of Transportation requires two copies of the letter of agreement.

Strategic Plan or other Guiding Document: N/A



December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Michelle Saunders, Tax Collector

Re: Tax Appeals under Section 357 & 358 of the Municipal Act, 2001

Recommendation:

That Council hereby approves Section 357 tax adjustments with potential refunds totaling \$33,335.72; and

That Council hereby approves Section 358 tax adjustments with potential refunds totaling \$6,492.07; and further

That Council authorizes interest in the amount of \$1,373.91 to be written off as a result of these refunds.

Background:

Section 357:

The cancellation and refund of taxes are dealt with by Council under Section 357 of the Municipal Act. These applications are for the 2013 and 2014 tax year, and relate to properties that have had an assessment reduction due to a change in assessment classification, fire, demolition, substantially damaged or repair preventing normal use.

Section 358:

The cancellation of taxes under Section 358 of the Municipal Act relates to properties that have been overcharged, due to gross or manifest clerical error, on the part of MPAC. Property owners are allowed to appeal current taxes, plus two prior years, in the year for which the application is made. Such errors include a transposition of figures, typographical error or a duplicate property created.

In the case of the current 358, the assessment was substantially incorrect and in the wrong class, causing the rate payer to be substantially overtaxed. This is the impetus for the recommendation for the write off of interest.

Budget:

The municipal share of the tax reduction relating to the Section 357 adjustment is \$25,615.35 and the Section 358 application is \$4,418.99, the remaining \$9,793.45 is attributed back to the related schoolboards. The interest write-off of \$1,373.91 is a direct reduction in income for the City.

Communication Plan/Notice By-law Requirements: Property owners receiving a Section 357 or 358 adjustment will be notified in writing of the applicable refund amount.

Strategic Plan or other Guiding Document: We demonstrate integrity, honesty, fairness, transparency and accountability in all of our actions. Page19



December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: Kenora Harbour Advisory Committee – Terms of Reference

Recommendation:

That Council gives three readings to a bylaw to authorize a new Terms of Reference for a Kenora Harbour Advisory Committee; and further

That Council hereby repeals 121-2014 and 136-2014 for this purpose.

Background:

Further to a report to Council in July 2014, a Terms of Reference was established by bylaw for a "Port Authority Advisory Committee".

The City has experienced a vast influx of visitors and summer residents to our community and surrounding over the past several years who are here to experience the lake life. As a result, we have seen an increase in boat traffic on the various lakes in the area, but in particular, Lake of the Woods. There are specific areas located within the City boundaries that have boat landings and are a major thoroughfare for boat traffic to take boaters to popular areas on the lake. With the rising waters this year, the increased boat traffic posed significant problems to the homeowners on the lake which are located in busy boat traffic areas.

The City was approached by various members of the public to install a "speed limit zone" and/or "no wake zone" for areas located within City boundaries similar to the current Keewatin Bay restriction of 9 km per hour from the Keewatin Arena to the Keewatin Bridge. Key areas that this zone is being requested for include: Cameron Point, Laurenson's Creek, Harbourfront area from entrance of Laurenson's Creek to Hospital and Norman Bay.

The Port Authority Advisory Committee was advertised and a committee was selected by Council. This committee met a few times to discuss the issue before them and ultimately buoys were put into the channel for a few weeks and subsequently removed following the recommendation from Transport Canada.

While there has been much debate on this matter, it was advised by Transport Canada that the Committee name not include "Authority" and therefore the Terms of Reference for this Committee be repealed. It is suggested that the Committee name be referenced as Harbour Advisory Committee.

Further, it has been deemed through the few meetings that have been held by this committee that it is only necessary for two members of Council to be part of this work. Page 20

committee as well as that the staff identified on the committee as the CAO and Manager of Property & Planning not be voting members. They would be resource members only and the terms of reference reflect such. Members of Council and the public were appointed to this Committee (under previous Committee name) at the Inaugural meeting of Council. Membership would then include:

Two (2) Members at large - David J. Murray & Robert Bulman
Councillor Dan Reynard
Councillor Sharon Smith
Karen Brown, CAO (non-voting)
Charlotte Caron, Manager of Property & Planning (non-voting)
Cst Mike Barclay
Sgt Kelly Warren

Finally, there have been some minor, housekeeping type amendments to the terms of reference to more closely reflect the intent of this ad hoc, advisory committee as appointed by Council.

There has been some further discussion by at least one Council Member on the Committee that perhaps the OPP Members at the table should also be considered non-voting members of the Committee. This is not being recommended by administration and has not been amended in the attached terms of reference, however it is being brought forward for Council consideration and discussion.

The previous Terms of Reference for this bylaw would be repealed, as amended.

Budget: N/A

Communication Plan/Notice By-law Requirements: N/A

Strategic Plan or other Guiding Document: N/A

The Corporation of the City of Kenora

By – Law Number - 2014

A By-Law to Establish a Kenora Harbour Advisory Committee for the City of Kenora

Whereas Part I of the Municipal Act defines local board as established or exercising any power or authority under any general or specific Act with respect to any of the affairs or purposes of a municipality; and

Whereas Council has identified the need for a short term, ad hoc advisory committee for the purpose of considering requests received related to speed limits on waterways within City boundaries;

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

Purpose:

1. A Kenora Harbour Advisory Committee for the City of Kenora is hereby established.
2. The Kenora Harbour Advisory Committee, known hereto as the *Harbour Advisory Committee*, shall identify and make recommendations on the safe use of waterways within City boundaries.

Officers:

3. The Kenora Harbour Advisory Committee shall be comprised of eight (8) members, appointed by Resolution of Council, and with representation as follows:
 - ~ Two (2) members of City Council
 - ~ CAO (non-voting)
 - ~ Manager of Property & Planning (non-voting)
 - ~ Two (2) members of Ontario Provincial Police Marine Unit
 - ~ Two (2) members from the general public

Transport Canada staff will also serve as resource to this advisory committee on an as available basis.

In case of a vacancy, the position will be filled by Resolution of Council as soon as possible.

Chair:

4. The Kenora Harbour Advisory Committee shall elect a chairperson from its members, and in case of absence; the Kenora Harbour Advisory Committee may appoint a chairperson from among its members.

Term:

- 5.a) Council and non-Council members shall be appointed by Resolution approved by Council for the term or the balance of the term of Council;
- b) Council has the authority, by Resolution of Council, to terminate any Harbour Advisory member's term at any time.

Quorum:

6. At any meetings of the said Kenora Harbour Advisory Committee, the presence of a majority of the members is necessary for a quorum and for the transaction of business.

Reporting:

7. The Kenora Harbour Advisory Committee shall submit to Council, a report of its activities and such other reports as may be required from time to time, as well as minutes from meetings.

Duties & Responsibilities:

8. Duties and responsibilities of the Committee shall include the following:
 - a) To identify and make recommendations on the safe use of waterways within the City of Kenora boundaries.

Meetings and Administration:

9. The Kenora Harbour Advisory Committee shall establish regular meeting dates, and the location and frequency of meetings shall be at the discretion of the Kenora Harbour Advisory Committee.
10. The City of Kenora will provide sufficient resources and staff for conducting the business of the Kenora Harbour Advisory Committee.
11. The City of Kenora will also provide administrative support in any media releases, reports and recommendations developed by the Kenora Harbour Advisory Committee.

Communications:

12. The CAO shall be the key contact and spokesperson for the Kenora Harbour Advisory Committee. The Chair of the Committee will do the reporting of the work of the Kenora Harbour Advisory Committee to the Council of the City of Kenora.

Act in Good Faith:

13. In carrying out the provisions of this By-law, the Kenora Harbour Advisory Committee shall at all times be the agent of the City and while acting in good faith within the limits of the authority of this By-law, the Kenora Harbour Advisory Committee and any member thereof, shall not incur any liability by reason of anything done or left undone by the Kenora Harbour Advisory Committee; provided, however, that nothing in this paragraph shall authorize or empower the Kenora Harbour Advisory Committee to incur any debt, liability, or obligation out of the normal course of business for which the City shall become liable without having previously obtained the consent of Council.

Effective Date:

14. This By-law shall come into force and take effect on the date of third and final reading of Council.

Repeal:

15. That bylaws number 121-2014 and 136-2014 be hereby repealed.

By-Law Read a First and Second Time this 16th day of December, 2014

By-Law Read a Third and Final Time this 16th day of December, 2014

The Corporation of the City of Kenora:-

David S. Canfield, Mayor

Heather Kasprick, City Clerk

December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: Committee Appointment – Housing Pillar

Recommendation:

That Council hereby appoints the following members of Council to the Housing Pillar of the Substance Abuse and Mental Health Task Force Committee: -

Mayor Dave Canfield
Councillor Colin Wasacase
Karen Brown, CAO

Background:

The Kenora Substance Abuse and Mental Health Task Force envisions a community that will work together to prevent and reduce the incidence of substance abuse, identify those with mental illness, strive to address the issues related to inadequate housing and its impact on the total community.

Their goals include: implementing a comprehensive strategy, identifying substance abuse prevention as a key to a healthier community. Obtain sustainability, advocate for coordinated services, increased communication and harmonized action. Address service gaps and maximize services; provide information and support and build awareness.

The City of Kenora has committed to being part of the Housing Pillar of the Substance Abuse and Mental Health Task Force Committee and previous members of Council have been part of this process along with CAO Karen Brown. The Housing Pillar, one of the five pillars that form the Task Force, mandate is for accessible, affordable housing for all people. The Housing Pillar acknowledges that housing is a rights based intervention and that all people in our community deserve access to safe, affordable, accessible, barrier-free housing with no preconditions for people suffering with addiction disorders and/or mental illness.

The Task Force meets regularly with the five pillar sub committees as often as possible. The Task Force has recently appointed a new Task Force Coordinator, Patty Letourneau.

City representation as part of the Housing Pillar on the Task Force works with our Strategic Plan Goal #2, Strengthen Our Foundations under Housing.

Budget: N/A

Communication Plan/Notice By-law Requirements: N/A

Strategic Plan or other Guiding Document:

2-5 The City will encourage new housing partnerships leveraging the skills and expertise of public sector, private sector and community-based agencies within Kenora and beyond

2-6 The City will support the development of a diverse range of housing types with an emphasis on affordable options for families, seniors and individuals in need of transitional and emergency housing

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



December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: 12th International Rainy-Lake of the Woods Watershed Forum

Recommendation:

That authorization is hereby given for the following Member of Council to attend the 12th International Rainy-Lake of the Woods Watershed Forum taking place in International Falls, Minnesota on March 11 & 12, 2015:-

; and further

That all eligible expenses in accordance with Council's Travel & Per Diem Policy be hereby authorized.

Background:

Professional symposium intended for researchers and resource managers working and/or interested in research and management activities related to the International Rainy-Lake of the Woods Watershed.

We have traditionally had a member of Council commit to attending this forum and all related sessions around watershed matters.

Proceedings of the previous Forums are available at: www.lowwsf.com/proceedings-archive

Budget: In accordance with Council travel budgets

Communication Plan/Notice By-law Requirements: N/A

Strategic Plan or other Guiding Document:

2-13 The City will continue to advance our leadership position as "Stewards of the Lake" and "Stewards of the Land" by safeguarding water quality on our lakes and optimizing waste diversion practices that reduce future landfill requirements



November 28, 2014

City Council Committee Report

To: Mayor and Council

Fr: Lauren D'Argis, Corporate Services Manager

Re: Investment Report including Kenora Citizens' Prosperity Trust Fund

Recommendation:

That Council of the City of Kenora hereby accepts the 2014 Third Quarter investment report that includes details of the Kenora Citizens' Prosperity Trust Fund and other City of Kenora Investments.

Background:

Kenora Citizen's Prosperity Trust Fund (KCPTF):

In 2008, City Council approved the establishment of the Kenora Citizens' Prosperity Trust Fund. The proceeds of disposition from the sale of the KMTS entities of \$40,896,446 were transferred to this Fund.

In order to offset lost net revenues as a result of the sale of the KMTS entities, the City requires an annual return of \$1,100,000 in income from the Trust, in addition to the elimination of long term debt payments which occurred in 2007. This transfer has not been deducted from the investment values below. Any erosion of the balance of the Trust will result in an additional burden on City taxpayers.

The first KCPTF portfolio is with the ONE Public Sector Group of Funds and accounts for almost one quarter of the Trust Fund. The market value of this investment at September 30, 2014 is \$9,068,001. (This is an increase of \$43,365 in market value from June 30, 2014.) Until June, 2014, all ONE Fund investments were held in a bond fund. In an attempt to increase the returns on these investments, some of the funds are being slowly migrated to the ONE equity fund. As at September 30, 2014, \$2.7M has been transferred. The year to date actual return on ONE fund investments for 2014 is 2.95%. This rate reflects the total return including market impact. The return on book value for 2014 is 2.75%.

The second and largest KCPTF portfolio is managed by Manulife Asset Management with RBC Dexia Investor Services as custodians. The City receives quarterly reports and information from the September 30, 2014 report is attached. The market value of these investments is \$24,155,862.98 (\$89,949 higher than the value at the end of June 2014). Securities held in this portfolio are largely bank and federal and provincial government issues. The annualized return on these funds for the year is 2.66%. The rate of return since inception is 3.19%. These returns also take the market impact into account.

In addition, the KCPTF holds \$7,852,338 in debt from the City of Kenora. The rate of return on this debt is 3%.

Other Investments:

The City of Kenora maintains investment portfolios separate from the Kenora Citizen's Prosperity Trust Fund. These investments are entirely held in the ONE Public Sector Group of Funds and the market value at September 30, 2014 is \$11,216,616.80. (This is an increase of \$35,761.99 in market value from June 30, 2014.) All of these ONE Fund investments are held in a bond fund. The year to date actual return for this portfolio for 2014 is 2.67%. This rate reflects the total return including market impact. The return on book value for 2014 is 2.83%.

Budget:

There is no expected budget impact as a result of this report.

Communication Plan/Notice By-law Requirements:

For information only

December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: KDMA 2015 Conference Attendance

Recommendation:

That authorization is hereby given for the following Members of Council to attend the 2015 Annual Conference of the Kenora District Municipal Association (KDMA), taking place in Ignace on February 5, 6 and 7, 2015:-

and further:

That all eligible expenses in accordance with Council's Travel & Per Diem Policy be hereby authorized.

Background:

With the Annual KDMA Conference taking place in early 2015, it is recommended we determine who is interested in attending so that registrations and rooms may be booked in Ignace.

Budget: In accordance with Council travel budgets

Communication Plan/Notice By-law Requirements: N/A

Strategic Plan or other Guiding Document: N/A



December 1, 2014

City Council Committee Report

TO: Mayor and Council

FR: Heather Kasprick, Manager of Legislative Services

RE: NOHFC Funding – Strategic Planning

Recommendation:

That Council gives three readings to a by-law to authorize the execution of an agreement between the Northern Ontario Heritage Fund Corp and the Corporation of the City of Kenora for funding related to strategic planning; and further

That the CAO be authorized to execute this agreement.

Background:

This project shall consist of the completion of a Strategic Plan including dissemination and early implementation. This funding allowed the City to hire a consultant to complete a community based strategic planning process which identified existing, emerging and future opportunities for economic growth, employment growth and community development. There are two phases to the strategic plan in which Phase one is now complete.

This agreement was executed by the powers of the CAO during the lame duck provision of Council as the contribution offer is open for acceptance for 60 days from the date that appears on the offer. This is a housekeeping report only at this point in time.

Budget:

Communication Plan/Notice By-law Requirements:

Strategic Plan or other Guiding Documents:

Creation of the Strategic Plan as a whole

December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: NWBC Funding Agreement with MNDM

Recommendation:

That Council gives three readings to a bylaw to authorize the execution of an agreement between the Minister of Northern Development and Mines and the City of Kenora for funding related to the operation of the Northwest Business Centre; and further

That the CAO be authorized to execute this agreement.

Background:

The City of Kenora has operated the Small Business Enterprise Centre (SBEC) program since 2001, as an agent of the Government of Ontario (represented by the Ministry of Northern Development, Mines – operating in the North on behalf of the Ministry of Economic Development & Trade). This agreement outlines the legal obligations of both the City and MNDM as it relates to the transfer of program funding, operations of the program, and the City responsibilities.

Annually, the Northwest Business Centre, on behalf of the City, provides MNDM with a Business Plan, outlining operations for the following fiscal year as a means of meeting and agreeing to the existing Legal Agreement; a letter of Agreement follows the successful business plan submission as well as quarterly funding payments for that fiscal year.

All required documents have been provided to the Ministry including certificates of insurance and annual business plans.

This agreement was executed by the powers of the CAO during the lame duck provision of Council as the contribution offer is open for acceptance for 60 days from the date that appears on the offer. This is a housekeeping report only at this point in time.

Budget: Annual operating budget

Communication Plan/Notice By-law Requirements: Bylaw

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 forge strong, dynamic working relationships with the Kenora business

Community

1-3 The City will foster and support entrepreneurial business development for start-ups and young entrepreneurs



November 28, 2014

City Council Committee Report

TO: Mayor and Council

FR: Charlotte Edie, Treasurer

RE: Ontario Community Infrastructure Fund Formula-Based Component Agreement (OCIF)

Recommendation:

That Council hereby authorizes the Mayor and Clerk to enter into an Agreement between the Corporation of the City of Kenora and the Minister of Agriculture, Food and Rural Affairs; and further

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

Background:

In 2014, the Province of Ontario launched the new permanent Ontario Community Infrastructure Fund and an intake to identify projects for the federal government's Small Communities Fund. The new permanent OCIF provides a steady source of predictable, long-term funding. The Fund supports the revitalization and repair of roads, bridges and other critical infrastructure in small, rural and northern communities.

This formula-based component is based on a municipality's local fiscal circumstances and its total core infrastructure assets. The City of Kenora's annual allocation is \$162,500.

The agreement expires on March 31, 2018.

Budget:

There is no cost related to the signing of this Agreement. The funds will be designated for a capital project involving core infrastructure assets which include roads, bridges, water and wastewater.

Communication Plan/Notice By-law Requirements:

Two signed copies of the Agreement, together with the by-law authorizing the signing of the Agreement, will be forwarded to the Ministry of Agriculture, Food and Rural Affairs.



November 28, 2014

City Council Committee Report

Memo

To: Mayor and Council

Fr: Lauren D'Argis, Corporate Services Manager

Re: October 2014 Monthly Financial Statements

Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as October 31, 2014.

Background:

Attached for your information, please find the October 2014 summary expenditure statements for the City of Kenora, the Council department, travel statements for Council and a schedule of user fees.

Overall:

- Expenses to the end of October are matching budget. If the city, as a whole, can maintain these levels of expenditures to the end of the year, it will finish the year with expenses matching budget. It is of note that at this time last year, we had a greater portion of our expense budget left to spend.
- User fee revenues to the end of October are also matching budget.

Expenditures:

- At the end of October, the year is 10 twelfths finished. Assuming that expenditures are relatively level for the year, a result of (17%) in the % Variance column would indicate that expenditures are on track for the year.
- **General Government** - The General Government preliminary results are under-budget with 22% of the expense budget unspent. Building Rentals are currently substantially over budget. At the end of October, more than the entire year's budget has been spent. Fortunately, this department is small and has not caused the entire area to be over budget. Assessment Office charges appear to be over budget in Finance, but the overage is a result of the timing. Also in Finance, the billing printer was included in operating as it came in so far under budget that it did not qualify for capitalization. At year end, the funding will follow to offset this.

The Elections spending has just begun and is expected to meet budget by the end of the year.

- **Protection** – The Protection Department expenditures are overall slightly under budget. 911 Emergency Access appears to be over budget, but should come in line with the budget by the end of the year. This is due to the timing of the payment to the Minister of Finance.

The Emergency Measures department has over spent the budget for the entire year due to a \$6100 sandbag purchase.

- **Transportation** – The Transportation Department overall expenditures are slightly under budget.

Insurance costs in the Roads Department are over budget due to the number of claims from citizens for damage caused by city crews.

Winter Control is substantially over budget due to the extreme quantities of snow experienced in the first part of 2014. 94% of the 2014 expense budget has been spent.

Line painting has slightly overspent its full year budget. Little additional expenditure is expected here before the end of the year.

Bridge & Culvert maintenance is under budget despite the overtime charged during the Laurenson Creek bog removal. The amount collected from the stakeholders did not entirely offset the city's costs.

PW Barsky Facility costs are below budget despite repairs to leaking windows, the certification of a carbon monoxide sensor in the shop, weigh scale repairs and repairs to the front steps.

- **Environmental** – The Environmental Department expenditures are over budget. Kenora Waterworks has substantially exceeded the full year budget due primarily to the amount of overtime that has been worked and subcontractors used in combating the Water & Sewer issues caused by the extreme temperatures during the first part of 2014.

Chemical usage and maintenance expenses are up in the treatment plants due to the increased volume caused by customers running their taps to avoid freezing this spring.

Tri-Municipal landfill is over budget due to lab costs for sample testing and other minor material requirements.

4 R Initiatives is over budget due to a purchase of reusable shopping bags.

- **Health expenditures** – Health expenditures are over budget at least partly due to the paving project in the Lake of the Woods Cemetery which is funded, per the 2014 budget, from the net tax levy.

- **Social and Family** – Social and Family expenditures appear to be over budget but will be in line by the end of the year.

- **Recreation & Cultural** – Overall Recreation & Cultural expenditures are better than budget with 21% of the budget remaining.

The JM arena is over budget on materials & supplies and repairs & maintenance.

We had increased the budget for these items from last year in anticipation of an increase in expenses, but not enough. The cost centre is still overall under budget, however, because utilities are so far under budget.

The KRC Complex is still on budget despite repairs & maintenance due to some unforeseen electrical issues.

Parks Vehicles are over budget due to some trailers that were unexpectedly classified differently under CVOR and required safeties and additional repairs. The 2015 budget will need to be increased for this change.

KRC External Facilities department is over budget due in part to the paving of the Zamboni entrance.

- **Planning & Development** – Planning & Development expenditures are under budget. This is due in part to unusual spend projects not incurring expenses yet. Expenses for the Starter Company and associated intern started later in 2014 than anticipated.

User Fees:

- Overall, user fees are meeting budget projections. Results are similar to those at this time last year.
- General Government is showing revenues slightly better than budget.
- Protection user fees are running substantially under the budgeted projection. There are several reasons that they are under budget including lower POA revenues.
- Transportation user fees are exceeding budget.
- Environmental user fees are slightly under budget, with all areas lagging behind projections except the Transfer Facility and the Kenora Area Landfill.
- Recreation & Cultural fees are exceeding budget.
- Planning & Development user fees are slightly higher than budget.

Please let me know if you have any questions, or would like to see any of the department statements in further detail.



December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: Ontario Good Roads Association Board of Directors

Discussion:

Nominations are now open for municipal membership on the Ontario Good Roads Association Board of Directors. One vacancy exists in the Northern Zone which includes Kenora.

Any member of Council or a permanent full time staff from an OGRA member municipality interested in being considered as a candidate must complete the nomination consent form and submit with resume no later than December 19th, 2014.



November 20, 2014

City Council Committee Report

To: Mayor and Council

Fr: Lauren D'Argis, Corporate Services Manager

Re: OPP Billing in unorganized territory

Recommendation:

Whereas the City of Kenora is in receipt of the new OPP Billing Model which will see invoices split between base costs and calls for service on an approximate 60/40 split;

And whereas all municipalities will pay the same base cost per property, which is estimated at \$203 per property;

And whereas the new model received Cabinet approval on August 13, 2014 and will commence on January 1, 2015, to be phased in over five years;

And whereas the Municipality of Killarney passed a resolution requesting that the Province implement a billing method for those properties located in unorganized territory;

Now therefore be it resolved that the Council of the City of Kenora does hereby endorse the resolution passed by the Municipality of Killarney and request that the Province implement a billing method for those properties in unorganized territory so those properties contribute their fair share of policing costs; and further

That this resolution be forwarded to the Premier, Minister of Community Safety and Correctional Services, Ministry of Finance, AMO and Sarah Campbell, MPP Kenora-Rainy River.

Background:

The new OPP Billing Model is intended to more fairly distribute OPP costs amongst Ontario municipalities. This resolution is to support the inclusion of a billing method to more fairly distribute OPP costs to the unorganized territories as well.

Budget:

N/A

Communication Plan/Notice By-law Requirements:

Resolution to be forwarded to the Premier, Minister of Community Safety and Correctional Services, Ministry of Finance, AMO and Sarah Campbell, MPP Kenora-Rainy River

Strategic Plan or other Guiding Document: Strat Plan Corporate Action 2-14: The City will be an active and vocal champion for fair funding from provincial and federal governments.

December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: Repeal Various Committees and their Terms of Reference

Recommendation:

That at the Inaugural meeting of Council held December 1, 2014 during committee appointments various identified committees are no longer required for purposes of advisory bodies to Council; and further

That it is deemed necessary and expedient to disband these Committees and to repeal the applicable bylaws which established their Terms of Reference; and further

That the following applicable bylaws which establish the Terms of Reference be hereby repealed:

Homelessness & Behavioural Issues Task Force # 15-2013
Kenora Transit Authority Commission #156-2001
Landfill Liaison Committee # 56-2003; and further

That the appropriate bylaw be passed for this purpose.

Background:

Resolution # 31 at the Inaugural meeting of Council authorized the disbandment of the following Committees: Beaches, Parks & Trails Steering Committee; First Nations Chiefs Advisory Committee; Homelessness & Behavioural Issues Task Force; Kenora Transit Authority Commission; Landfill Liaison Committee. The three identified committees above all have Terms of Reference adopted by bylaw that require repealing.

Budget: N/A

Communication Plan/Notice By-law Requirements: N/A

Strategic Plan or other Guiding Document: N/A



May 9, 2014

City Council Committee Report

TO: Mayor and Council

FR: Heather Lajeunesse, Deputy Clerk

RE: Resolution of Support – ROMA Board Zone 9 Representative

Recommendation:

That Council of the Corporation of the City of Kenora hereby supports Mayor Bill Vrebosch of the Municipality of East Ferris, for re-election to the ROMA (Rural Ontario Municipal Association) Board for the position of ROMA Zone 9 representative; and further

That a copy of Council's resolution of support be forwarded to the AMO.

Background:

Mayor Bill Vrebosch of the Municipality of East Ferris is requesting that Council pass a motion of support for his re-election to the ROMA Board for the position of Zone 9 representative at the upcoming ROMA/OGRA Conference in February 2015. He has served as the representative for Zone 9 of the ROMA Board since 1999 and has been a committed member and a strong advocate of Northern issues since first elected. The Zone 9 boundaries are from Gravenhurst to Moosonee and West to the Manitoba border. The rest of the ROMA board comes from the area south of Gravenhurst. Mayor Vrebosch is also an AMO executive and board member.

Budget:

N/A

Communication Plan/Notice By-law Requirements:

Copy of resolution to Mayor Bill Vrebosch and AMO.

December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: ROMA/OGRA 2015 Conference Attendance

Recommendation:

That authorization is hereby given for the following Members of Council to attend the 2015 Annual ROMA/OGRA Conference taking place in Toronto February 22, 23, 24, 25, 2015: -

and further:

That all eligible expenses in accordance with Council's Travel & Per Diem Policy be hereby authorized.

Background:

With the Annual Good Roads Conference taking place in early 2015, it is recommended we determine who is interested in attending so that registrations may be sent in before Christmas for the early bird registration rate. Rooms have already been secured for 3 members of Council (Mayor is already registered through NOMA).

Budget: In accordance with Council travel budgets

Communication Plan/Notice By-law Requirements: N/A

Strategic Plan or other Guiding Document: N/A

CTRL + ALT + DEL

**rebooting
Ontario's
municipal
sector**

combined

OGRA
conference

**Sun Feb 22 -
Wed Feb 25 2015
Fairmont Royal York
Toronto, ON**

**Conference
housing opens
Dec 2, 2014 at
10:00 a.m.**

Municipalities in Ontario are armed with a fresh mandate. Constituent expectations have never been higher. For local governments, success will be measured by how they respond to 21st Century demands. The 2015 OGRA/ROMA Combined Conference brings together an outstanding roster of keynote speakers – each of them leaders in their field – and a wealth of workshops designed to showcase municipal ingenuity and best practices.

keynotes

Nik Nanos, President, Nanos Research / Premier Kathleen Wynne (invited) / Minister Lisa Raitt, Transport Canada (invited) / Jim Wilson, Leader of Ontario PCs (invited) / Andrea Horwath, Leader of Ontario NDP (invited) / The Ministers Forum / Question Box Session

new sunday sessions

PRE-REGISTRATION REQUIRED



SMALL TOWN FORUM

The organizing Committee is pleased to announce the Combined Conference's first small town forum. This will be an opportunity for representatives of communities smaller than 10,000 people

to gather to exchange ideas and views on the issues that are defining the success of Ontario's smaller communities. This facilitated discussion is taking place at 2:30 PM of Sunday, February 22. Spots are limited.

Register today to avoid missing out.



STUDY TOUR OF INFRASTRUCTURE MEGA PROJECT

Union Station is Canada's busiest, most important multi-modal passenger transportation hub, a designated National

Historic Site and a significant part of Toronto's history and identity. More than a quarter-million people use Union Station daily. The City of Toronto is leading Union Station's revitalization with three objectives: to improve the quality and capacity of pedestrian movement; to restore heritage elements; and to transform Union Station into a major destination for shopping, dining and visiting. The Combined Conference Planning Committee is excited to offer a sneak preview, behind the scenes tour of this project. This Tour will take place on Sunday afternoon.

www.combinedconference.org

#roccstartalks

NEW THIS YEAR, a number of young, ingenious paradigm shifters have been asked to provide passionate talks about a subject where municipalities can make a difference. These short talks – ROCC aka ROMA OGRA Combined Conference – are sure to generate buzz.

Joelle Faulkner, Area One Farms – Will venture capital save the family farm?

Dr. Danyaal Raza, MD MPH – Is treating poverty one of the best tools in the public health toolbox?

Fahad Shuja, P. Eng – Can a web app improve winter maintenance?

Combined Conference Debate on Agri-food



The fourth edition of our hallmark event promises to go from field to fork as it analyzes the prospects of Ontario's current agri-food system. Few sectors of our economy have agri-food's upside. Local governments have a crucial role to play in the success or failure of this vital sector. Join us as an all-star roster of debaters argue "Be it resolved, Ontario's current agri-food system weakens communities and is unprepared to feed a planet of nine billion people."



RON EDDY
Chair, ROMA

ROMA Chair Ron Eddy and OGRA President Tom Bateman look forward to meeting you at the 2015 OGRA/ROMA Combined Conference.



TOM BATEMAN
President, OGRA

workshops

In 2015 there will be 21 workshops organized around seven streams

1

asset management

Monday AM Manageable Data Collection
Tuesday AM Establishing Needs and Priorities
Tuesday PM Finance Options

2

communications

Monday AM Expectations for New Councillors
Tuesday AM Communicating with Constituents
Tuesday PM Social Media

3

development & growth

Monday AM AODA and the Built Environment
Tuesday AM The Ring of Fire
Tuesday PM Places to Grow

4

law & order

Monday AM Joint and Several Liability
Tuesday AM Fair & Open Tendering
Tuesday PM Municipal Impact to Changing
Morality Legislation

5

revenue & savings

Monday AM New Revenue Tools
Tuesday AM Municipal Class EAs
Tuesday PM Alternative Finance and
Procurement (AFP)

6

rural innovation

Monday AM Measuring Success of Economic
Development
Tuesday AM Rural Lens
Tuesday PM Green Energy Act

7

transportation

Monday AM Pipeline v. Rail
Tuesday AM Accelerating Rural Transportation Solutions
Tuesday PM Active Transportation



Sign up for a complimentary membership in Fairmont President's Club and receive free internet access within the Hotel.

This is available for all Conference attendees regardless of where you are staying. To sign up for your Complimentary Membership, please visit the conference website www.combinedconference.org.

Fairmont Royal York: Major roadwork is being completed in the area surrounding the hotel. It is important that on your travel day you check online for directions and information on current road closures. Please visit www.combinedconference.org for the link.

did you know?

housing

Delegates will contact the hotels directly to book a room. All hotels will be booking rooms online and by telephone (number of rooms available to book by telephone is limited). A credit card will be required to book a room or suite. Deposit cheques are not accepted. Suites must be booked using the official suite form. Please note the room blocks are not available until conference housing officially opens.

NB: Cancellation Policy remains unchanged. Cancellation fee is equal to one night's accommodation plus applicable taxes. Fairmont Royal York Hotel cancellation fee will be charged on each room or suite cancelled subsequent to the initial booking. Substitutions are permitted. Overflow hotels cancellation fees will be charged on each room cancelled less than 72 hours before expected date of arrival. Rooms are blocked at the following hotels:

- Fairmont Royal York Hotel (main conference hotel)
- InterContinental Toronto Centre
- Sheraton Centre Toronto and
- The Strathcona Hotel

For contact information, online links, schedule of hotel rates and additional accommodation instructions visit us online at www.combinedconference.org.

long service awards

Ontario Good Roads Association is always proud to recognize employees who have given long years of service in the cause of good roads. For eligibility requirements and form, please visit the Awards tab on www.combinedconference.org.

Deadline for receipt of nominations is **Friday, January 30, 2015**.

Awards will be presented at the Awards Luncheon on Tuesday, February 24, 2015 during the OGRA/ROMA Combined Conference.

For information, please contact Carmen Sousa: carmen@ogra.org or 289-291-6472.

Conference housing opens Dec 2, 2014 at 10:00 a.m.

banquet entertainment



So "What's Goin' On" at the OGRA/ROMA Combined Conference closing banquet you ask? Well "I Heard it Through the Grapevine" that the Mojo Kings are coming back for the third year in a row and this time it's the best of Motown. Now is it "Just my Imagination Running Away with Me" or does that sound like a great evening. So "Let's Get it On" and do some "Dancing in the Streets".

2015 OGRA/ROMA COMBINED CONFERENCE REGISTRATION FORM

February 22 - 25, 2015 – Fairmont Royal York Hotel, Toronto, ON

Please type or print clearly and send with payment to OGRA/ROMA COMBINED CONFERENCE, Unit 22, 1525 Cornwall Rd., Oakville, ON L6J 0B2

MUNICIPALITY/ORGANIZATION: _____	CONTACT NAME: _____
MAILING ADDRESS: _____	
TEL: _____	FAX: _____
EMAIL: _____	

NAME OF DELEGATE(S) (to appear on badge-no initials)	TITLE	REGISTRATION TYPE (A,B,C,D,E)	SUNDAY AFTERNOON EVENTS PREREGISTRATION REQ'D		# of EXTRA TICKETS PURCHASED	
			SMALL TOWN FORUM	UNION STN. RENO TOUR	BANQUET	AWARDS LUNCH

PAYMENT PRE-REGISTRATION FORMS MUST BE RECEIVED BY FEBRUARY 13, 2015

Registration forms cannot be processed unless accompanied with payment. Fax VISA or MASTERCARD payments to 289-291-6477.	NOTES: Members fees refer to OGRA and/or ROMA membership ■ Luncheon tickets are not included in any registration fee								
CARD #	REGISTRATION TYPE	OGRA/ROMA Members		Provincial/Federal Governments		Non-Members		FEES (enclosed)	
		Before Jan 30	After Feb 1	Before Jan 30	After Feb 1	Before Jan 30	Regular Feb 1	@	=
Name on Card:	A Full with Banquet Ticket	\$635	\$685	\$690	\$740	\$775	\$825	@	=
Expiry Date:	B Full, no Banquet Ticket	\$555	\$605	\$610	\$660	\$695	\$745	@	=
Signature:	C One Day - Monday	\$310	\$340	\$340	\$370	\$385	\$415	@	=
	D One Day - Tuesday	\$310	\$340	\$340	\$370	\$385	\$415	@	=
CHEQUE (Payable to OGRA/ROMA Combined Conference)	E Half Day - Wednesday	\$155	\$175	\$170	\$190	\$195	\$215	@	=
REGISTRATION INQUIRIES?	Luncheon Ticket	\$65	\$65	\$65	\$65	\$65	\$65	@	=
Carmen Sousa - Tel: 289-291-6472 or e-mail: carmen@ogra.org	Extra Banquet Ticket	\$100	\$100	\$100	\$100	\$100	\$100	@	=

REFUND POLICY Full refunds, less an administration fee of \$50.00 plus HST, of pre-registration fees will be issued if notice of cancellation is received by Friday, January 30. NO REFUNDS AFTER JANUARY 30. ALL REQUESTS MUST BE IN WRITING.	Special dietary requirements, including food allergies, should be forwarded in writing to Catherine Wallace at the Fairmont Royal York Hotel by fax: 416-368-8148 or email: catherine.wallace@fairmont.com For on-site registration fees, additional surcharge over regular rate as follows: Type A and Type B add \$50, Type C and Type D add \$30 and Type E add \$20	Subtotal +13% HST <small>(HST # 104000450RT)</small>	TOTAL
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TO: OGRA Membership
RE: Long Service Awards

As in the past, the Ontario Good Roads Association will recognize employees who have given long years of service in the cause of good roads.

It would be appreciated if you would complete and return the enclosed questionnaire advising us of any employee who is eligible under the conditions noted below to receive an award.

The following are the eligibility requirements:

- Minimum of 30 years in the road industry employed in the municipal, provincial and/or private sectors.
- Retired from their employment or will be retiring within one year of the Annual Conference at which the award will be given.
- Immediately previous or current employer is a member in good standing of Ontario Good Roads Association.

To nominate an eligible employee: Complete the attached form or download the Long Service Award Questionnaire from the OGRA website. Fax, email or mail the completed form to OGRA.

Deadline for receipt of Nominations: January 30, 2015.

Presentations of the awards will be made at the Awards Luncheon on Tuesday, February 24, 2015 during the OGRA/ROMA Combined Conference.

For more information contact Carmen Sousa: carmen@ogra.org

Yours truly,

Joseph W. Tiernay
Executive Director



Ontario Good Roads Association 2015 Long Service Award Nomination Form

Deadline for nominations: January 30, 2015

Please print clearly.

Name to appear on plaque			
Retirement date			
Position held immediately prior to retirement			
Total length of service in road industry			
Employer			
Business address			
	Postal Code		Bus. Tel.
Home address of nominee			
	Postal Code		Home Tel.
Nominated by	Name		
	Title		
	Employer		
	Address		
	Postal Code		Bus. Tel.

Please complete nominee's personal background information on page 2.

Nominee's Personal Background

Name of Nominee _____

Part One: Employment History

Please print clearly.

Years (from – to)	Position	Employer

Part Two: Personal Background

(Please highlight significant career achievements, hobbies, interests, and/or family information we can include in their introduction at the Awards Luncheon.)

Return completed form to: Carmen Sousa Tel. 289-291-6472 ext 21
 Ontario Good Roads Assoc. Fax: 289-291-6477
 1525 Cornwall Road, Unit 22 Email: carmen@ogra.org
 Oakville, ON L6J 0B2



November 28, 2014

City Council Committee Report

To: Mayor and Council

Fr: Heather Lajeunesse, Deputy Clerk

Re: Receipt and Approval of Various Committee Minutes

Recommendation:

That Council hereby adopts the following Minutes from various City of Kenora Committees:

- June 26 – Kenora Public Library Board
- September 2 – Committee of the Whole
- September 2 & October 7 – Kenora Urban Trails Committee
- September 8 – Event Centre Committee
- September 9 – Community Policing Committee
- September 9 & 24 – Port Authority Advisory Committee
- September 17 – Accessibility Advisory Committee
- September 25, October 23 & November 27 – Lake of the Woods Museum Board
- November 19 – Environmental Advisory Committee
- November 24 – Special Committee of the Whole; and

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

- June 9, September 10 & October 29 – Kenora Police Services Board
- July 25 & October 10 – Northwestern Health Unit Board of Health
- July 31, August 28 & September 25 – District of Kenora Home for the Aged Board of Management
- August 14 & October 9 – Kenora District Services Board
- August 19 & September 9 – Planning Advisory Committee; and further

That these Minutes be circulated and ordered filed.

Background:

This static monthly report appears on the Committee of the Whole Agenda (Business Administration-BA) 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.

Budget: N/A

Communication Plan/Notice By-law Requirements: N/A



November 20, 2014

City Council Committee Report

To: Mayor and Council

Fr: Lauren D'Argis, Corporate Services Manager

Re: Dedicated Federal Funding for Wastewater - Letter of Support

Recommendation:

That further to The new federal *Wastewater Systems Effluent Regulations* establish national standards that will require nearly one quarter of all wastewater treatment systems in Canada to be substantially retrofitted or replaced, authorization is hereby given for Mayor Canfield to forward a letter to the Honourable Denis Lebel, P.C., M.P. Minister of Infrastructure, Communities and Intergovernmental Affairs requesting a new long-term dedicated federal fund matched by local and provincial governments to assist communities with the capital cost of rebuilding their wastewater systems; and further

That a copy of the Mayor's letter be forwarded to the Honourable Leona Aglukkaq, Minister of the Environment; the Honourable Joe Oliver, Minister of Finance; Greg Rickford, Member of Parliament; Sarah Campbell, MPP; and Brad Woodside, FCM President.

Background:

The City of Kenora supports the federal government's goal of protecting Canadian waters. Municipalities across Canada want to partner with the federal government to ensure that these new federal regulations can be effectively implemented.

A conservative estimate by the Federation of Canadian Municipalities (FCM) shows that meeting the regulations will require capital expenditures in excess of \$18 billion dollars, with at least \$3.4 billion of those costs being incurred before 2020.

While wastewater treatment is an eligible category under the New Building Canada Fund, this funding mechanism alone will not be sufficient to enable municipalities to comply with the new regulations without cancelling other local infrastructure priorities that are critical to sustained economic growth and job creation, or unfairly increasing property taxes and utility rates on local taxpayers.

Budget:

There is no budget impact of sending the letter requesting dedicated long term funding.

Communication Plan/Notice By-law Requirements:

A copy of the Mayor's letter is to be forwarded to the Honourable Leona Aglukkaq, Minister of the Environment; the Honourable Joe Oliver, Minister of Finance; the Honourable Greg

Rickford, Member of Parliament; Sarah Campbell, MPP; and Brad Woodside, FCM President.

Strategic Plan or other Guiding Document:

Strategic Plan Corporate Action 2-14: The City will be an active and vocal champion for fair funding from provincial and federal governments.

Strategic Plan Corporate Action 2-1: The City will ensure that our municipal infrastructure is maintained using available resources with the intent of moving towards certainty, security and long-term stability of our systems.

Strategic Plan Corporate Action 2-2: The City will keep in the forefront that there is a significant infrastructure deficit.



November 24, 2014

City Council Committee Report

TO: Mayor and Council

FR: Charlotte Edie, Treasurer

RE: 2015 Water and Sewer rate increase

Recommendation:

That as recommended by BMA Management Consulting Inc. in the Water and Wastewater Long Range Financial Plan Forecast approved by Council resolution on November 21, 2011, the 2015 water and sewer rates be increased by 10% over the 2014 rates; and further

That in accordance with Notice By-Law Number 144-2007, public notice is hereby given that Council intends to amend "Schedule D" By-Law #168-2004 to increase water and sewer rates as set out on the attached "Schedule D"; and further

That Council gives three readings to a by-law for this purpose; and further

That this by-law shall take effect and come into force on January 1, 2015.

Background:

In accordance with the Safe Drinking Water Act (2002) Council approved the Water and Wastewater Long Range Financial Plan Forecast. One of the recommendations of the Financial Plan was to implement a 10% increase to water and sewer rates for 2015. The increase would support the ongoing replacement of existing assets, begin to address the infrastructure deficit, and improve revenue stability. The firm of BMA Management Consultants Inc. prepared the Financial Plan.

Budget:

The 10% increase is to be reflected in the 2015 sewer and water operating budget.

Communication Plan/Notice By-law Requirements:

Required under Schedule 'A' to Notice By-Law 144-2007: "before passing or amending a By-Law pertaining to fees and charges imposed by the City of Kenora, Council shall give public notice of its intension to pass a By-Law by placing it on the applicable agenda preceding the meeting and subsequently posted on the Portal."

SCHEDULE 'D' - WATER & SEWER RATE CHARGES

TABLE (i)

Meter Size	Ratio	Fixed Cost per Month	Water Cost	Sewer Cost	
5/8"	15	1.0	\$32.86	\$1.11	100% water cost
3/4"	18	1.1	\$36.15	\$1.11	100% water cost
1"	25	1.4	\$46.00	\$1.11	100% water cost
1 1/2"	40	1.8	\$59.14	\$1.11	100% water cost
2"	50	2.9	\$95.29	\$1.11	100% water cost
3"	75	11.0	\$361.39	\$1.11	100% water cost
4"	100	14.0	\$459.97	\$1.11	100% water cost
6"	150	21.0	\$689.94	\$1.11	100% water cost
8"	200	40.0	\$1,314.18	\$1.11	100% water cost

**** Customers with approved bleeders shall receive a discount of 50% on their volumetric water consumption for the approved bleeding period as directed by the water and sewer supervisor each year. This period will be no earlier than November 1st and ending no later than April 30th of the following year.**

November 30, 2014

City Council Committee Report

To: Mayor and Council

Fr: Colleen Neil – Recreation Services Manager on behalf of the Kenora Public Library Board

Re: Kenora Public Library Heritage Building Designation

Recommendation:

That the City of Kenora accepts the recommendation from the Kenora Public Library Board to have the Kenora Public Library building designated as a heritage building on the Municipal Register of Cultural Heritage buildings.

Background:

Previous Council had requested that the Library Board review the criteria for heritage designation and report back as to what the Board's recommendation would be.

At the October 2014 meeting of the Library Board a motion was passed to make recommendation to Council to have the Kenora Public Library designated as a heritage building under the municipal registry.

The Kenora Public Library is a Carnegie Building that was opened August 25th in 1915. This upcoming year will mark our library's 100th Anniversary. The Board feels that having the designation would be appropriate to celebrate this milestone.

Attached for reference is the Heritage Kenora Assessment.

Budget:

There is no current budget impacts for the designation. Consideration may have to be given for future impacts on budget for capital, renovations or building repairs when heritage designations are in place.

Communication Plan/Notice By-law Requirements:

Notice be given for all required by-law requirements.

Strategic Plan or other Guiding Document:

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.

The City will support, promote and expand the tourism industry. In recognition of the growing importance of tourism within the economy, Kenora will pursue the recruitment and facilitation of a new event(s) which celebrates Kenora as a thriving and dynamic year-round destination



November 26, 2014

City Council Committee Report

TO: Mayor and Council

FR: Lori Nelson, Museum Director

RE: NOHFC Youth Internship Program Application

Recommendation:

That Council of the City of Kenora approve the application of the Lake of the Woods Museum to the Northern Ontario Heritage Fund Corporation (NOHFC) Internship Program for one intern for a term beginning June 1, 2015 - May 31, 2017 in the amount of \$70,000; and further

That the Lake of the Woods Museum is committed to funding up to \$13,578 for the internship.

Background:

The Lake of the Woods Museum wishes to apply for funding from the NOHFC to receive a grant to hire a post-secondary graduate intern for no longer than a 24 month period.

This intern would be part of the Lake of the Woods Museum team with the title of Collections Management Intern and would be responsible for the implementation of the Museum's multi-year collections management plan. This plan includes: strengthening the current collection through de-accessioning; maximizing and organizing the artifact storage space; cataloguing large collections of archival material; photographing all artifacts in the collection and entering this into the database; upgrading the current collections management software and transitioning all data to the new system; researching artifact history.

The Museum is requesting an intern for two years based on the intern enrolling in and completing the Ontario Museum Association's Certificate of Museum Studies Program. The program consists of nine courses which include: Artifacts; Care of Collections; Collections Management; Exhibit Planning and Design; Museums and the Community; Museums in Context; Museums in Historic Buildings (Facilities Management); and Organization and Management of Museums.

Budget:

The NOHFC provides 90% funding up to \$31,500 per year. The museum's annual commitment would be \$3,500 plus benefits. If approved by NOHFC for 24 months, the budget implications would be as follows:

For 2015, the pro-rated commitment would be \$2,042 (salary) + \$1,919 (benefits) (June to December)

For 2016, \$3,500 (salary) + \$3,289 (benefits).

For 2017, \$1,458 (salary) + \$1,370 (benefits) (January to May).

The 2015 amount is included in the still-to-be-approved 2015 budget. While this amount has been included in the Museum's grant request to the City, the Museum is prepared to pay its portion from its own self-generated revenue if the City is not prepared to commit to this amount. If approved through NOHFC, this would allow the Museum to hire an additional fulltime staff member for two years for an overall investment of \$13,578.

Communication Plan/Notice By-law Requirements:

Finance Manager, Recreation Service Manager, Museum Director

Strategic Plan or Other Guiding Document:

City of Kenora Vision 20/20 Strategic Plan (2015-2020). This project contributes to the following goals:

Goal #1 - Develop Our Economy

1.9 - The City will promote Kenora as a 365-day lifestyle destination.

Goal #2 - Strengthen Our Foundations

2.9 - The City will support continuous improvements to recreation and leisure amenities, particularly those that support the quality of life.

Goal #3 - Focus on Our People

3.10 - The City will ensure that employee learning and development opportunities are delivered to all levels of Staff in a prompt and timely manner that enables appropriate career planning and skills development.

3.12 - The City will leverage the power of peer-to-peer knowledge transfer through mentoring to ensure the continuity of institutional skills and know-how.



December 9, 2014

City Council Committee Report

TO: Mayor and Council

FR: Jennifer Findlay, Economic Development Officer

RE: Phase IV-Chipman-Downtown Revitalization – Capital Funding Applications

Recommendation:

That Council of the City of Kenora approve the submission of a request for funding to the Northern Ontario Heritage Fund and to FedNor for Phase IV Downtown Revitalization – Chipman Street for a \$4.5 Million Capital project; and further

That the City of Kenora commits funding up to \$1.5 Million for this project including any cost overruns that the project may incur.

Background:

The recommendation is specifically worded to provide the funder what they need to proceed with the funding application

In 2004, the City of Kenora adopted its Downtown Revitalization Plan <http://listview.kenora.ca/Files/LOWDC/Shared%20Documents/Reports%20and%20Plans/2004%20Downtown%20Revitalization%20Plan.pdf#navpanes=0&view=FitH> The purpose of the Plan was to revitalize the Harbourtown BIZ area, or downtown core and create a pedestrian friendly shopping, dining and business services area. At that time, it was estimated that the Plan would cost \$25 Million to complete and would be done in phases.

Phase I Downtown Revitalization was completed in 2008. The area included the roundabout and Main Street to the corner of Main and Second Streets (see Map 1) Project works included the creation of the roundabout to provide a 4 way intersection, underground sewer and water works, bumpouts, heritage lamps, landscaping and benches. Total cost of Phase I was \$7.5 Million. External funding was accessed from COMRIF (Canada-Ontario Municipal Rural Infrastructure Fund), FedNor and NOHFC.

Phase II Downtown Revitalization (Harbourfront) \$4.5 M was completed in 2010/11. Project works included public wharfs upgrades at Matheson, Main and Harbourfront, Lake of the Woods Plaza, which connects the Harbourfront to the works on Main Street, and the WhiteCap Pavillion Harbourfront Tent. External funding was accessed through NOHFC and FedNor, Rural Economic Development program (RED), Harbourtown BIZ and Bruce Krawicki.

Phase III Design was completed in 2012/2013 and included the detailed design for Second Street from Main – 5th Avenue; and Chipman and Matheson Streets.

In 2014, the City of Kenora accessed external funding from NOHFC and FedNor to initiate the \$6 Million Phase III – Second Street project. Project works included sewer and water and beautification elements to match the works on Main Street. The Second Street project provided an opportunity for public-private sector project partnerships including the Market Square Plaza. The 2014 works are substantially complete and the project is scheduled for final completion with the installation of electrical and landscaping in 2015.

Phase IV – Chipman Street has an estimated project cost of \$4.5 M. The Chipman Street improvements will provide modern, reliable and efficient infrastructure and beautification to make the area more attractive for business investment and development. In particular, the Phase IV project brings Downtown Revitalization to the Kenora Shoppers Mall area. These improvements will make the Kenora Shoppers Mall more attractive to potential buyers or tenants and may encourage the owners to invest in the property. (see Map 2)

Phases I and II Downtown Revitalization created 261 jobs in 59 of 85 restaurant and retail businesses in the Harbourtown BIZ area in just 5 years. Original project estimates were 110 jobs in 10 years. In addition to new jobs and businesses in the downtown core, Downtown Revitalization has been cited by private sector investors in other areas of the community, bringing an estimated \$61 M in external investment into the community. Finally, these public sector investments have encouraged over 25 private sector businesses to proceed with exterior façade improvements worth over \$1 Million, accessing \$250,000 funding from the City of Kenora’s Façade Improvement program.

Phase IV – Chipman Street – applications for funding must be submitted as soon as possible in order to meet the timing for funding approvals, tendering and award for the 2015 building season.

City of Kenora Vision 20/20 Strategic Plan (2015-2020): Phase IV –Chipman Downtown Revitalization project contributes to the following goals:

Goal #1 Develop Our Economy

- 1 – 1 The City will provide clear and decisive leadership on all matters of economic growth in Kenora and the surrounding district
- 1 – 2 Forge strong, dynamic working relationships with the Kenora business community
- 1 – 3 Foster and support entrepreneurial business development for start ups....
- 1 – 4 Promote Kenora to external investment audiences

Goal #2 Strengthen Our Foundations

- 2 -1 Work towards addressing the infrastructure deficit
- 2 - 4 Act as a catalyst for continuous improvements in the public realm
- 2 – 7 Support the development of vacant...lands

Budget:

\$1.5 Million 2015 capital budget (to be confirmed)

Communication Plan/Notice By-law Requirements:

Downtown Revitalization Technical Team

DTR Projects

- Phase I Main Street, 2008/9
- Phase II Harbourfront 2010/11
- Phase III Second St 2013 (In Progress)

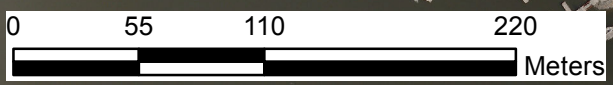


Phase I Main Street, 2008/9

Phase II Harbourfront 2010/11

Phase III Second St 2013

**Map 2: City of Kenora
Downtown Revitalization
Completed Phases**





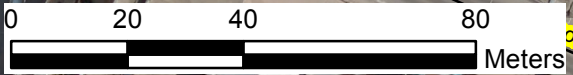
Proposed Phase IV

Proposed Phase IV

Kenora Shopper's Mall

Market Square

Post Office



Map 1: City of Kenora
Downtown Revitalization
Proposed Phase IV



December 2, 2014

City Council Committee Report

TO: Mayor and Council

FR: Jennifer Findlay, Economic Development Officer

RE: Common Ground Research Forum – Funding Applications

Recommendation:

That Council of the City of Kenora approve the submission of a request for funding to the Northern Ontario Heritage Fund for the Common Ground Research Forum “*Connecting Peoples and Lands*” wrap up Conference; and further

That the Common Ground Research Forum is committed to funding the balance of this project including the cost of project cost overruns.

Background:

The recommendation is specifically worded for the funder to enable the funding application to proceed.

The City of Kenora is a partner in the Common Ground Research Forum (CGRF), a multi-year, collaborative \$1 Million research grant funded by the Research Council of Canada. The project lead is the University of Manitoba’s Natural Resources Institute. Other project partners include the University of Winnipeg’s department of Environmental Studies and Sciences and the Tunnel Island partners of Wauzhusk Onigum, Obashkaandagaang, Ochiichagwe Babigo Ining and Grand Council Treaty #3.

The CGRF project has focused on cross-cultural relationships, sustainable resource management and governance. Since 2009, CGRF has supported more than 40 community-led projects and nine student projects at the masters and PhD levels, two of whom are local. These projects produced research in the areas of arts and culture, forestry, water resources management, fisheries, tourism and other land uses.

The project will culminate in a final academic conference entitled “Connecting People and Lands”, which will be held in Kenora from June 23-26, 2015. The final conference is expected to attract 250 delegates to Kenora, including Canadian and international researchers, academics, students, community members, research participants and First Nations partners.

The Conference will focus on three thematic areas: 1) Resource management & governance, 2) Learning & Sustainability, and 3) Reconnections. The event will follow the format of a typical academic conference involving up to 75 paper and poster presentations, plenary keynote talks, panel discussions, and networking events. On the final day of the conference, participants will participate in a feast on Tunnel Island and outdoor excursions and field trips related to the conference.

Conference organizers are working with Tourism Kenora and the Kenora Hospitality Alliance, and other businesses and organizations in the community to ensure that conference delegates have a memorable and positive experience of Kenora and the Lake of the Woods area.

During the conference, a forum will be held to develop a future collaborative resource management and governance project focused on the Lake of the Woods watershed. If approved, this future project would see up to \$2 Million flow to the region to support up to seven years of collaborative community and university-driven action research.

City of Kenora Vision 20/20 Strategic Plan (2015-2020):

This project supports the City of Kenora’s Vision 20/20 Strategic Plan as follows:

Goal #1 Develop Our Economy

- Support, promote and expand the tourism industry and pursue recruitment of new events

Goal #2 Strengthen Our Foundations

- Advance the Tunnel Island ‘Common Ground’ project
- “Stewards of the Lake” and “Stewards of the Land”

Goal #3 Focus on Our People

- Working relations with neighbouring municipalities and Treaty 3 First Nations partners by Council and senior leadership
-

Budget: \$0 impact to City of Kenora budget at this time.

Conference attendance and/or sponsorship may become budget expenses at a later date

Total Conference budget is \$65,975 including speaker’s fees, travel, accommodation and meals, venue, and marketing and promotion costs. The NOHFC event partnership funding through the Northern Community Capacity Building Program is being sought primarily to help support costs associated with keynote speakers, including travel, accommodations and honoraria, and to cover meal costs.

Communication Plan/Notice By-law Requirements: EDO



November 27, 2014

City Council Committee Report

TO: Mayor and Council

FR: Charlotte Caron, Manager of Property and Planning

RE: 2015 KAR (Kenora Assembly of Resources)

Recommendation:

That Council gives three readings to a by-law authorizing a contract between the Kenora Assembly of Resources (KAR) and the City of Kenora for provision of services at the Harbourfront and related areas for the period January 1, 2015 through December 31, 2015; and further

That by-law Number 152-2014 be hereby repealed.

Background:

This report and recommendation were approved by the previous Council in September, however since that time KAR has indicated that the rates paid in 2014 for the Matiowski Market did not cover their costs. Previously they KAR was paid a flat rate of \$11,000. In 2014, based on the classification table KAR was paid \$8,700. KAR has requested that they be paid \$11,000 for all the summer Matiowski Markets for 2015 and staff is in agreement. The smaller markets require a significant amount of maintenance throughout the day.

The KAR programs have been working well; the Special Events Coordinator has advised they are pleased with the current arrangement and would support the one year contract extension. A copy of a contract to the end of 2015, representing a one year extension of the KAR programs has been attached for your reference.

Budget:

The KAR Service Agreement will be included in the 2015 budget, and is unchanged from the 2014 allocation, with exception of an additional \$2,300 being added to the Matiowski Markets. This additional allocation is offset by the Farmer's Market revenues.

Communication Plan/Notice By-law Requirements:

Manager of Property and Planning, Tourism Development Officer, Special Events Coordinator, LOTWDC, KAR and the Kenora Fellowship Centre will be advised of Council's decision on this matter.

Strategic Plan or Other Guiding Document:

1-10 (p. 11) The City will promote and leverage its recreation and leisure amenities as a means to support local economic activity, tourism and to strengthen community ties with our regional neighbours.

1-11 (p. 11) The City will support Kenora's "North America's Premier Boating Destination" Brand implementation strategy.

1-12 (p. 11) The City will support, promote and expand the tourism industry. In recognition of the growing importance of tourism within the economy, Kenora will pursue the recruitment and facilitation of a new event(s) which celebrates Kenora as a thriving and dynamic year-round destination.

Values

Innovation: We strive for continuous service improvements through innovation, leadership and best practices. The KAR program is innovative and has provides opportunities for valuable work for those that likely would not otherwise receive them.

In the SWOT (Strengths, Weakness, Opportunities and Threats) section of the Strategic Plan, social/behavioural issues, homelessness and poverty were identified as weaknesses. KAR works with vulnerable peoples to help address these issues.



December 1, 2014

City Council Committee Report

To: Mayor and Council

Fr: Marco Vogrig, Municipal Engineer

Re: 2015 Hourly Equipment & Truck Rental Tender

Recommendation:

That Council hereby receives the tenders for the Hourly Rental of Equipment and Trucks for 2015; and further

That the attached Ranking Lists for Hourly Rental of Equipment and Trucks for 2015 be accepted and adopted for the purposes of hiring non-owned equipment and Trucks during the period of January 1 through to December 31, 2015.

Background:

The City of Kenora puts out annual tenders 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 2015, closed on November 27, with formal tenders received from ten 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 2015.

All categories of equipment and trucks received a minimum of one price with the exception that there were no bidders for Vacuum Trucks.

Budget:

2015 Operating Budget

Communication Plan/Notice By-law Requirements:

Rick Perchuk Operations Manager, Marco Vogrig Municipal Engineer



November 25, 2014

City Council Committee Report

TO: Mayor and Council

FR: Richard Perchuk, Operations Manager

RE: NOMA Application to National Energy Board for Intervenor Status

Recommendation:

That Council of the City of Kenora supports the Northwestern Ontario Municipal Association (NOMA) in obtaining further information from member municipalities regarding the three points brought forth from the Kenora Environmental Advisory Committee (EAC):

- 1) NOMA to seek broad-based community input.
- 2) NOMA to adopt the use of positional neutrality of language.
- 3) NOMA to revisit constituents post-election positions; and further

That information from member municipalities be added to NOMA's proposed presentation package to be submitted to the National Energy Board with NOMA being named as the Intervenor; and further

That the City of Kenora contact the City of Winnipeg to ensure a shared concern regarding fresh water is represented during the hearing process.

Background:

Council should acknowledge that City staff lack the internal resources and expertise to fairly and independently represent the City in the capacity of stand alone intervenor status and external expertise comes at a cost. The City supports the option for the City to request to intervene, as a member of the NOMA, with NOMA being the Intervenor.

The Energy East project proposed by TransCanada Pipeline (TCP) has generated much debate for the identification of the safest method for transportation of bitumen across this country.

At a regular meeting of Council, held on September 9, 2014, a motion to amend Motion #18 was made with respect to the Resolution in Support for NOMA's application to the National Energy Board for Intervenor Status. Resolution #18A was adopted.

Resolution #18A supports NOMA to intervene in the National Energy Board (NEB) hearings on Energy East on behalf of the City of Kenora and member Municipalities, but also supports the City of Kenora considering registering on its own and apart from NOMA. The City of Kenora by retaining its own Intervenor status would make sure Kenora's unique interests are represented during the hearing process. Intervenor status would provide the City: access to all documents filed with the NEB, to present own evidence to the NEB, hire experts, question the written evidence of other organizations and cross-examine Page 69

witnesses and oral presenters to the NEB and at the end of the hearing process the opportunity to give a final argument before the NEB decides to approve the project or not.

As previously acknowledged City staff are not in a position to represent the City in this capacity and external expertise will be required to go forward at an unknown cost.

NOMA's member councils have been presented with a proposed presentation package to be submitted to the NEB.

At a meeting of the Kenora Environmental Advisory Committee (EAC), held November 19, 2014, they expressed their continued support in principle of NOMA's intention to apply for Intervenor Status, but would like NOMA to consider the following three (3) points:

- 1) NOMA to seek broad-based community input.
- 2) NOMA to adopt the use of positional neutrality of language.
- 3) NOMA to revisit constituents positions post-election.

The City of Winnipeg is concerned with the close proximity of the proposed pipeline to Shoal Lake, the City of Winnipeg's water source, and have requested \$1 million to hire experts to determine if Winnipeg needs to outright oppose the project or look for other solutions.

It is recommended that Council support NOMA to intervene in the National Energy Board (NEB) hearings on Energy East on behalf of the City of Kenora and member Municipalities. That NOMA update the proposed presentation package with member municipality input and that the City of Kenora contact the City of Winnipeg with respect to concern for the shared water source.

Budget:

N/A

Communication Plan/Notice By-law Requirements:

Resolution & By-Law required.

Distribution: R. Perchuk



November 18, 2014

City Council Committee Report

TO: Mayor and Council

**FR: Richard Perchuk, Operations Manager
Marco Vogrig, Municipal Engineer**

RE: Snow Plow Kenora Parkade and Chipman Street Lot - 2014/2015

Recommendation:

That the following two (2) quotations for a skid steer loader for snow plowing of the Kenora Parkade and Chipman Street Lot for the 2014 – 2015 season, be received: -

Skid Steer (S-750 Bobcat)	Dunit Contracting	\$ 90.00/hr., HST extra
Skid Steer (216 B CAT)	Pioneer Construction Inc	125.00/hr., HST extra

; and further

That the lowest quotation submitted by Dunit Contracting, in the amount of \$90.00/hr., HST extra, be hereby accepted.

Background:

The City of Kenora requires the hiring of equipment to perform snow plowing operations at the Kenora Parkade and Chipman Street Parking Lot, on an as-required basis, throughout the 2014 – 2015 winter season.

Requests for Quotations were advertised in the local newspaper and posted on the Kenora website and closed on November 13, 2014. Two (2) quotations for a skid steer were received as follows:

Skid Steer (S-750 Bobcat)	Dunit Contracting	\$ 90.00/hr., HST extra
Skid Steer (216 B CAT)	Pioneer Construction Inc	125.00/hr., HST extra,

The lowest quotation, submitted by Dunit Contracting, in the amount of \$90.00/hr., HST extra was accepted.

In 2013 the only quotation submitted for a skid steer, in the amount of \$60.00/hr., HST extra, was approved by Resolution No. 20 on November 19th, 2013, but this Resolution was withdrawn by Resolution No. 20A when the Owner declined the contract. .

Budget:

2014/2015 Operating Budget

Communication Plan/Notice By-law Requirements:

Resolution required.

Distribution: R. Perchuk, M. Vogrig, K. Koralalage



November 18, 2014

City Council Committee Report

TO: Mayor and Council

**FR: Richard Perchuk, Operations Manager
Marco Vogrig, Municipal Engineer**

RE: Snow Plow Municipal Streets 2014/2015

Recommendation:

That Council of the City of Kenora receive the following four (4) quotations for graders (two from one company) for snow plowing of Municipal Streets for the 2014 – 2015 season:-

Grader (1987 Champion)	Lawrence Derouard Trucking Ltd	\$110.00/hr., HST extra
Grader (2001 CAT)	Titan Contractors Ltd.	130.00/hr., HST extra
Grader (1990 Champion)	Pioneer Construction	160.00/hr., HST extra
(2003 CAT)	Pioneer Construction	160.00/hr., HST extra
Grader (1989 Champion)	Joe Neniska & Sons Ltd	180.00/hr., HST extra

; and

That the following three (3) lowest grader submissions received from: Lawrence Derouard Trucking Ltd., in the amount of \$110.00/hr., HST extra, Titan Contractors Ltd., in the amount of \$130.00/hr., HST extra and one (1) grader from Pioneer Construction, in the amount of \$160.00/hr., HST extra, to work on a "call as needed" basis only, be hereby accepted; and

That the following two (2) quotations for loaders for snow plowing of Municipal Streets for the 2014 – 2015 season, be received:-

Loader (L – 60 Volvo)	Dunit Contracting	\$125.00/hr., HST extra
Loader (IT 28 CAT)	Titan Contractors Ltd	125.00/hr., HST extra

; and further

That the following two (2) loader submissions: Dunit Contracting, in the amount of \$125.00/hr., HST extra and Titan Contracting Ltd., in the amount of \$125.00/hr., HST extra, to work on a "call as needed" basis only, be hereby accepted.

Background:

The City of Kenora requires the hiring of equipment to perform snow plowing operations on municipal streets, on an as-required basis, throughout the 2014-2015 winter season.

Requests for Quotations were advertised in the local newspaper and posted on the Kenora website and closed on November 13, 2014. Four (4) quotations for graders (2 from one company) and two (2) quotations for a loader were received, as follows:

Grader (1987 Champion)	Lawrence Derouard Trucking Ltd	\$110.00/hr., HST extra
Grader (2001 CAT)	Titan Contractors Ltd.	130.00/hr., HST extra
Grader (1990 Champion)	Pioneer Construction	160.00/hr., HST extra
(2003 CAT)	Pioneer Construction	160.00/hr., HST extra
Grader (1989 Champion)	Joe Neniska & Sons Ltd	180.00/hr., HST extra
Loader (L – 60 Volvo)	Dunit Contracting	\$125.00/hr., HST extra
Loader (IT 28 CAT)	Titan Contractors Ltd	125.00/hr., HST extra

The three (3) lowest quotations for graders submitted by: Lawrence Derouard Trucking Ltd., in the amount of \$110.00/hr., HST extra, Titan Contractors, in the amount of \$130.00/hr., HST extra and Pioneer Construction (one (1) grader only), in the amount of \$160.00/hr., HST extra, to work on a "call as needed" basis only, were accepted.

In 2013 there was only one quotation submitted for a grader and no loader submissions received. The quotation from Pioneer Construction Inc., in the amount of \$160.00/hr., HST extra was accepted.

Budget:

2014/2015 Operating Budget

Communication Plan/Notice By-law Requirements:

Resolution required.

Distribution: R. Perchuk, M. Vogrig, K. Koralalage



November 14, 2014

City Council Committee Report

TO: Mayor and Council

**FR: Richard Perchuk, Operations Manager
Biman Paudel, Water & Sewer Supervisor**

RE: Water Tank Truck Delivery Rate Increase 2015

Recommendation:

That Council of the City of Kenora gives three readings to a By-law to amend Schedule "D", Table (ii) to By-law Number 168-2004, being a By-Law to establish Water and Sewer Rates, to incorporate the following rate increase effective January 1, 2015:-

Water Delivery – 0.1 to 2.27 cubic meters	\$50.00	same day delivery
Water Delivery – 2.27 to 4.54 cubic meters	55.00	same day delivery
Water Delivery – 4.54 to 6.81 cubic meters	60.00	same day delivery

That public notice is hereby given in accordance with Notice By-law #144-2007 that Council intends to adopt an amending by-law at its December 16, 2014, meeting for this purpose.

Background:

A recommendation to increase the rates for tank truck water delivery over a three (3) year period starting January 1, 2013 and ending January 1, 2015 was accepted at the September 17, 2012 meeting of Council. The rate increase is necessary to bring the cost of service back in line with the revenue generated. The increase will take effect January 1st, 2015 as follows: \$50.00 for 0.1 to 2.27 cubic meters, \$55.00 for 2.27 to 4.54 cubic meters and \$60.00 for 4.54 to 6.81 cubic meters.

The increase requires an amendment to the rates and fees schedule to By-Law 168-2004, being a By-Law to enact rules and regulations and to establish charges for the use, operation and maintenance of a system of water works and sewage works in the City of Kenora. It is recommended that Schedule "D", Table (ii) to By-Law Number 168-2004, pertaining to rates and fees, be amended to incorporate the third rate increase, effective January 1st, 2015. This represents the final increase as approved by Council on September 17, 2012.

Budget:

N/A

Communication Plan/Notice By-law Requirements:

The City needs to provide notice in accordance with Notice By-law Number 144-2007 that the City intends to amend its water and sewer rates.

**The Corporation of the City of Kenora
By-law Number - 2014**

A By-Law to Amend Schedule "D" To By-Law Number 168-2004 Being a By-law to Establish Water & Sewer Rates

Whereas Council adopted By-law Number 168-2004 on the 20th day of December 2004; and

Whereas at the regular meeting of Council held on September 17, 2012 Council agreed to annual rate increases for a three year period, for tank truck water delivery; and

Whereas the following rate increases have been established effective January 1, 2015:-

Water Delivery - 0.1 to 2.27 cubic meters	\$50.00
Water Delivery - 2.27 to 4.54 cubic meters	55.00
Water Delivery - 4.54 to 6.81 cubic meters	60.00; and

Whereas it is deemed necessary and expedient to amend Schedule "D" to By-Law Number 168-2004 to meet changing requirements with respect to water and sewer rates; and

Whereas advance public notice was given in accordance with Notice By-law Number 144-2007 on September 17, 2012 and December 9, 2014 that an increase will be implemented effective January 1, 2015;

Now Therefore Be It Resolved That the Council of the Corporation of the City of Kenora hereby enacts as follows:-

1. That Schedule "D" Table (ii) to By-law Number 168-2004 is hereby amended by increasing water and sewer rates for tank truck water delivery, effective January 1st, as set out on the attached "Schedule D" to this by-law.
2. THAT this By-law shall take effect and come into force on January 1, 2015.

BY-LAW read a First and Second Time this 16 day of December, 2014.
BY-LAW read a Third and Final Time this 16 day of December, 2014.

THE CORPORATION OF THE CITY OF KENORA:-

.....**MAYOR**
David S. Canfield

.....**CITY CLERK**
Heather L. Kasprick



October 10, 2014

City Council Committee Report

TO: Mayor and Council

FR: Richard Perchuk, Operations Manager

**RE: Amendment to Traffic Regulation By-Law 127-2001 - Schedule "C"
Limited/Restricted Parking – Bay Street**

Recommendation:

That Council of the City of Kenora authorizes an amendment to the Traffic Regulation By-law Number 127-2001 to include changes to Schedule "C" – Limited/Restricted Parking for Bay Street, as set out in Richard Perchuk's October 10, 2014 Committee Report; and further

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

Background:

The Operations Department received a request from the business owner located at the corner of Ottawa Street and Bay Street to remove the restricted parking signs along the south side of Ottawa Street and the west side of Bay Street.

The signage along the west side of Bay Street was erected to regulate bus parking when the Powell Bus Company was in operation across the street at the corner of Ottawa Street and Tenth Street. As the bus company is no longer in existence it was agreed that this signage could be removed. The signage along the south side of Ottawa Street, fronting the business, which restricts parking to 15 Minutes 8:00 a.m. to 6:00 p.m. Monday to Saturday (Holidays Excepted) is still required to control parking in the vicinity of the Post Office. Additional non regulatory signage pertaining to no parking for vehicles over 7.5 metres will be removed as well as they were put in place to control bus parking. It is recommended that Schedule "C" Limited/Restricted Parking, to Traffic Regulation By-Law #127-2001, be amended to remove the 15 Minutes parking restriction along the west side of Bay Street, south of Ottawa Street.

Schedule "C" – Limited / Restricted Parking

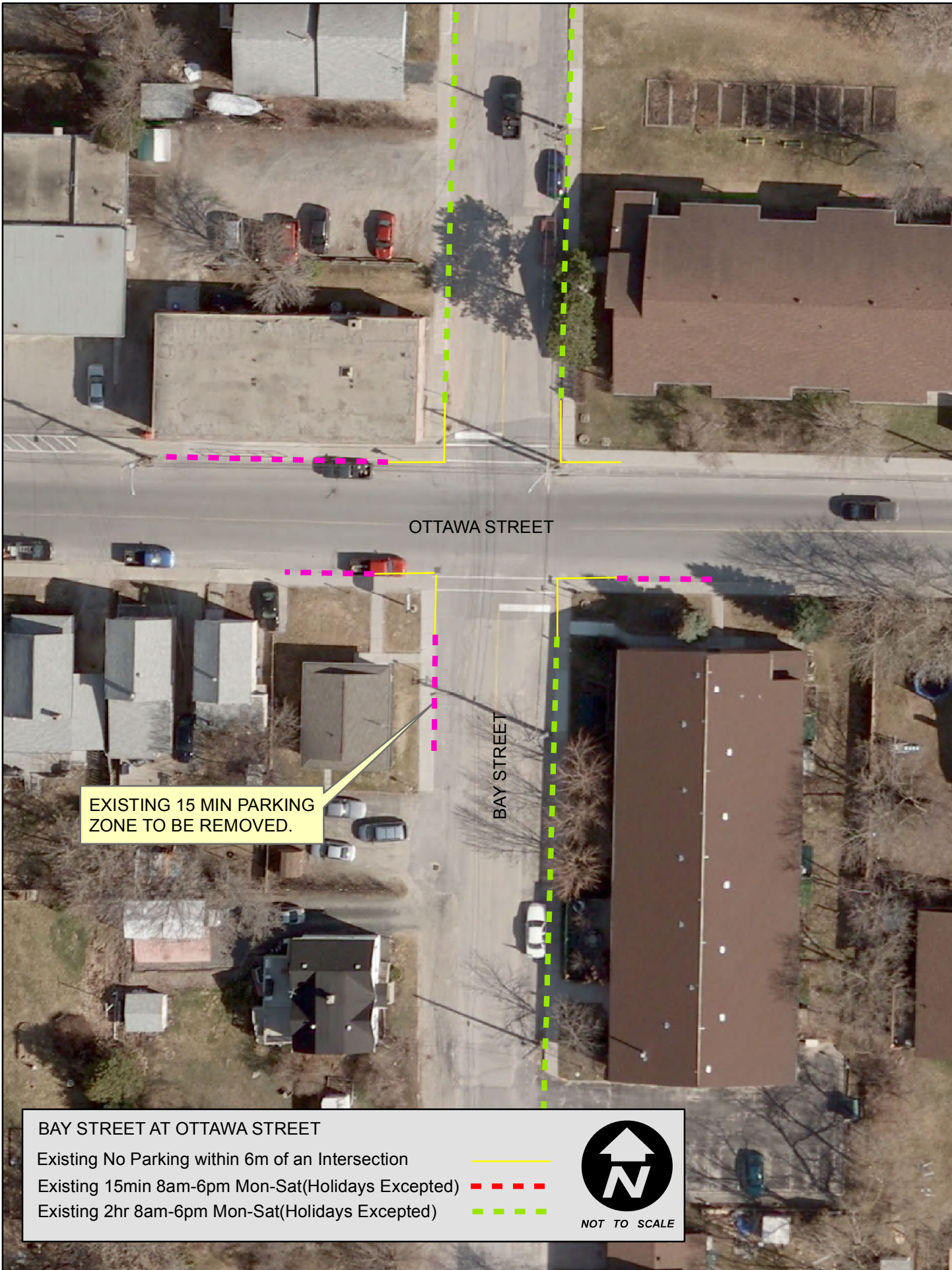
Column 1 Street	Column 2 Location	Column 3 Side	Column 4 Restriction
Remove: Bay Street	From Ottawa Street intersection, southerly for 18 metres	West	15 Minutes 8:00 a.m. to 6:00 p.m. Monday to Saturday (Holidays Excepted)

Budget: 2014 Operating Budget

Communication Plan/Notice By-law Requirements:

Resolution & By-Law required.

Distribution: R. Perchuk, P. Van Wallegghem, K. Koralalage, O.P.P.




OTTAWA STREET

BAY STREET

EXISTING 15 MIN PARKING ZONE TO BE REMOVED.

BAY STREET AT OTTAWA STREET

- Existing No Parking within 6m of an Intersection — — — — —
- Existing 15min 8am-6pm Mon-Sat(Holidays Excepted) - - - - -
- Existing 2hr 8am-6pm Mon-Sat(Holidays Excepted) - - - - -



NOT TO SCALE



November 28, 2014

City Council Committee Report

TO: Mayor and Council

FR: Richard Perchuk, Operations Manager

**RE: Amendment to Traffic Regulation By-Law 127-2001 - Schedule "C"
Limited/Restricted Parking – Fifth Avenue South**

Recommendation:

That Council of the City of Kenora authorizes an amendment to the Traffic Regulation By-law Number 127-2001 to include changes to Schedule "C" – Limited / Restricted Parking for Fifth Avenue South, as set out in Richard Perchuk's November 28, 2014 Committee Report; and further

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

Background:

The Operations Department received a request from the owners of the Kendall House to regulate the parking along the east side of Fifth Avenue South to make curb parking available to a larger number of people. Presently, parking in this area is being used by only a number of people who routinely park and walk to work leaving their cars for the entire day. Also, the added traffic and shopping on Second Street South has increased the parking in this area for longer periods of time. The Kenora Shoppers Mall does not allow parking for the entire day unless paid for on a monthly rental basis. With its close proximity to the downtown this area has become more congested warranting consideration for metered parking in the future. It is recommended that the Traffic Regulation By-Law #127-2001 Schedule "C" Limited/Restricted Parking, be amended to restrict parking to a two (2) hour limit, 9:00 a.m. to 5:00 p.m., Monday to Friday along the east side of Fifth Avenue South from First Street South to Second Street South.

Schedule "C" – Limited / Restricted Parking

Column 1 Street	Column 2 Location	Column 3 Side	Column 4 Restriction
Add: 5 th Avenue South	From 1 st Street South to 2 nd Street South	East	2 hours 9:00 a.m. to 5:00 p.m. Monday to Friday

Budget:

2014 Operating Budget

Communication Plan/Notice By-law Requirements:

Resolution & By-Law required.

Distribution: R. Perchuk, M. Vogrig, P. Van Walleghem, K. Koralalage, O.P.P.



FIRST ST. SOUTH

FIFTH AVENUE SOUTH

SIXTH ST. SOUTH

SECOND ST. SOUTH

Fifth Avenue South - 1st St S to 2nd St S

Existing 2HR 9-5 M-F	— — — — —
Proposed 2HR 9-5 M-F	—————
Existing No Parking	- - - - -
Existing 15 MIN M-S	— — — — —



NOT TO SCALE

Patti McLaughlin

From: Rick Perchuk
Sent: Wednesday, October 22, 2014 7:45 PM
To: Patti McLaughlin
Cc: Tara Rickaby
Subject: Fwd: Kendall house zoning
Attachments: image001.jpg; image002.jpg

From: <kendallhouse@shaw.ca>
Date: October 22, 2014 at 6:18:24 PM CDT
To: Rick Perchuk <rperchuk@kenora.ca>
Subject: Re: Kendall house zoning

From: kendallhouse@shaw.ca [<mailto:kendallhouse@shaw.ca>]
Sent: October-22-14 4:02 PM
To: Rick Perchuk
Subject: Re: Kendall house zoning

Hi,

We're wondering how or if it's possible to mirror the 2 hour parking zone on our side of 5th Ave. South. There are a number of people who routinely park their cars on this side of the street, walk to work and leave them here the entire day. We just are interested to see if it's possible to implement the 2 hour limit 9 a.m. to 5 p.m. (Mon – Friday) and make what curb parking there is available to a larger number of people.

How would we go about applying for such a change assuming it's possible?

thanks

Craig Bryant

From: [Rick Perchuk](#)
Sent: Wednesday, October 22, 2014 3:42 PM
To: [Tara Rickaby](#) ; kendallhouse@shaw.ca
Subject: RE: Kendall house zoning

Hi

Can you please identify what your question is regarding parking on the east side of Fifth Avenue South.

Yours Truly

Richard Perchuk

Operations Manager

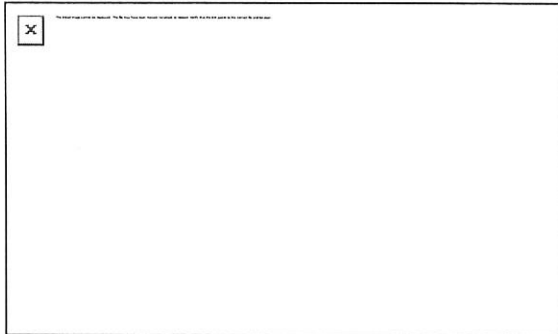
From: Tara Rickaby
Sent: October-22-14 1:30 PM
To: kendallhouse@shaw.ca
Cc: Rick Perchuk
Subject: RE: Kendall house zoning

Hi Craig - I'm copying Rick Perchuk on your question too, so that he can either correspond directly with you or provide me with input.

I have booked 31 Oct 14 at 11:00 am. See you then!!

Tara

Tara Rickaby, AMCT/ASCT/CACPT
Planning Administrator
City of Kenora
60 Fourteenth St. N., 2nd Fl.
Kenora Ontario P9N 4M9
Phone: 807-467-2059
Fax: 807-467-2246



From: kendallhouse@shaw.ca [mailto:kendallhouse@shaw.ca]
Sent: Wednesday, October 22, 2014 1:20 PM
To: Tara Rickaby
Subject: Re: Kendall house zoning

Hi

We are wanting to explore how we might apply to modify the parking regulations on the east side of 5th Ave. South, and while it has some relation to our plans to apply for an amendment, and we're not sure just who might best answer those questions.

Next Friday is good, after 10:30?

thanks

Craig

e nurture its pristine environment.



October 15, 2014

City Council Committee Report

TO: Mayor and Council

FR: Richard Perchuk, Operations Manager

RE: Amendment to Traffic Regulation By-Law 127-2001 - Schedule "B" No Parking – Tow Away Zones - Bay Street

Recommendation:

That Council of the City of Kenora authorizes an amendment to the Traffic Regulation By-law Number 127-2001 to include changes to Schedule "B" – No Parking – Tow Away Zone for Bay Street, as set out in Richard Perchuk's October 15, 2014 Committee Report; and further

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

Background:

It has come to the attention of the Operations Department that travel on Bay Street between Erie Street and Highway 17 West is often reduced to a single lane. Motorists traveling southbound on Bay Street are forced into the opposing lane of traffic as they travel up the hill to Highway 17 West due to parked vehicles along the west side of Bay Street. This practise becomes more dangerous during the winter months due to slippery conditions and snow banks ie. vehicles traveling down the hill may not be able to stop for cars and those traveling up the hill may not be able to get back into their lane. Another area identified for proposed no parking is on Tenth Street from Highway 17 West to the bottom of the hill to the edge of the ball park. However, at this time it is proposed that this area be monitored throughout the winter months prior to implementation if deemed necessary. It is recommended that Schedule "B" No Parking – Tow Away Zone, to Traffic Regulation By-Law #127-2001, be amended to extend the existing no parking zone on the west side of Bay Street, northerly to the Bay Street at Erie Street intersection.

Schedule "B" – No Parking Area – Tow Away Zone

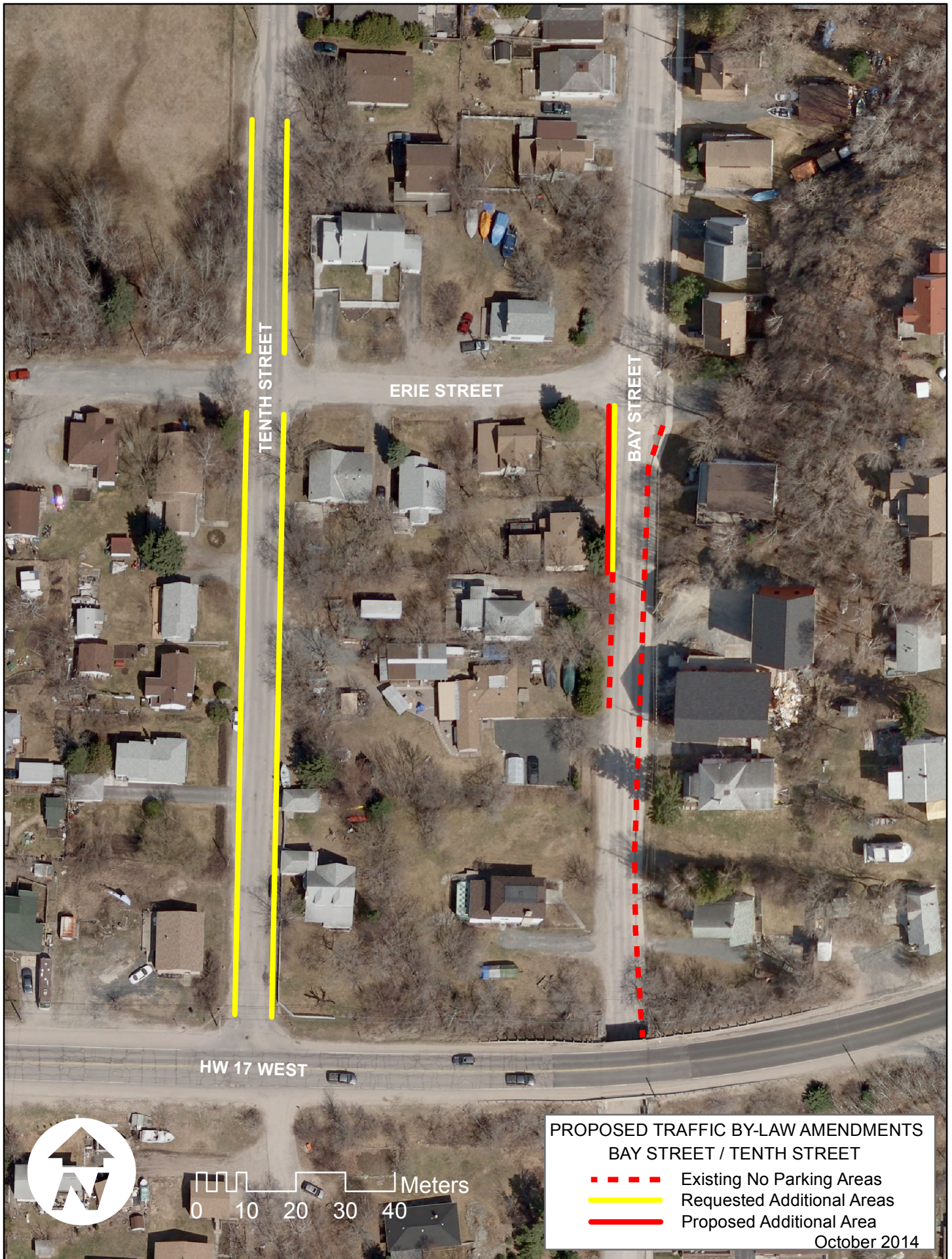
Column 1 Street/Highway	Column 2 Location	Column 3 Side	Column 4 Time
Amend: Bay Street	From 34 metres south of Erie Street, southerly for 28 metres	West	Anytime
To Read: Bay Street	From Erie Street, southerly for 62 metres	West	Anytime

Budget: 2014 Operating Budget

Communication Plan/Notice By-law Requirements:

Resolution & By-Law required.

Distribution: R. Perchuk, P. Van Walleggem, K. Koralalage, O.P.P., K. Robertson, C. Caron Page 82





November 28, 2014

City Council Committee Report

TO: Mayor and Council

FR: Richard Perchuk, Operations Manager

RE: Amendment to Traffic Regulation By-Law 127-2001 - Schedule "B" No Parking – Tow Away Zones – Brinkman Road and Artillery Way

Recommendation:

That Council of the City of Kenora authorizes an amendment to the Traffic Regulation By-law Number 127-2001 to include changes to Schedule "B" – No Parking – Tow Away Zone for Brinkman Road and Artillery Way, as set out in Richard Perchuk's November 28, 2014 Committee Report; and further

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

Background:

In February of this year the City was asked to review the on street parking in the vicinity of the 116 Independent Field Battery and the Ukrainian Greek Orthodox Church of St Vladimir, at the request of a concerned citizen. An issue with vehicles parking across from the Church, on the blind corner, was confirmed by the City as causing a potentially hazardous situation and non-regulatory "No Parking" signage was erected immediately to address the issue, along with close monitoring by By-Law Enforcement Officers.

After a review of the situation it has been determined that there is a need to regulate parking in this area. It is now time to erect regulatory signage, which requires that an amendment be made to the City of Kenora's Traffic Regulation By-Law #127-2001. It is recommended that Schedule "B" No Parking – Tow Away Zone be amended to add no parking zones along the east side of Brinkman Road, fronting the Church to continue along the east side of Artillery Way to Ninth Street North and along the west side of Brinkman Road, fronting the armories, to continue along the west side of Artillery Way to Ninth Street North.

Schedule "B" – No Parking Area – Tow Away Zone

Column 1 Street/Highway	Column 2 Location	Column 3 Side	Column 4 Time
Add: Brinkman Road	From 7 th Street North, northerly to 9 th Street North	East	Anytime
Add: Artillery Way	From 9 th Street North, southerly for 140 metres onto Brinkman Road	West	Anytime

Budget: 2014 Operating Budget

Communication Plan/Notice By-law Requirements:

Resolution & By-Law required.

Distribution: R. Perchuk, P. Van Wallegghem, K. Koralalage, O.P.P., K. Robertson, C. Caron Page 84





September 30, 2014

City Council Committee Report

To: Mayor & Council

**Fr: Richard Perchuk, Operations Manager
Biman Paudel, Water & Sewer Supervisor
Ryan Peterson, Water Treatment Plant
Gord St. Denis, Wastewater Treatment Plant**

Re: 2014 Water & Wastewater Systems Monthly Summary Report- August

Recommendation:

That Council of the City of Kenora hereby accepts the August 2014 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by Biman Paudel, Water and Sewer Supervisor, Ryan Peterson, Water Treatment Plant Operator and Gord St. Denis, Wastewater Treatment Plant Operator.

Background:

The Water and Sewer Department 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 Department recommends that Council accept the 2014 Water and Wastewater Systems Monthly Summary Report for August.

Budget:

N/A

Communication Plan/Notice By-law Requirements:

Resolution required.

Distribution: R. Perchuk, B. Paudel, R. Peterson, G. St. Denis

CITY OF KENORA

Monthly Summary Report Water & Wastewater Systems

August 2014

Prepared by: Biman Paudel, Water & Sewer Supervisor
Ryan Peterson, ORO, Water Treatment Plant
Gord St. Denis, ORO, Wastewater Treatment Plant

1.0 Introduction

This report contains the major maintenance activities and operational events that occurred during the month of August 2014 at the Kenora Area Water Treatment Plant, Water Distribution System and Wastewater 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:

- Aug 5th
- Aug 11th
- Aug 18th
- Aug 25th

All samples tested were within the allowable parameters.

2.3 Maintenance

- All flow and pressure transmitters calibrated.
- Coolant leak on Zone 4 generator repaired.
- Cleaned flow control valve on total chlorine analyzer.

2.4 Training

- No training took place in the month of August.
- On August 25th Blair McCallum received his Class I Certification on the Water Treatment Plant.

2.5 Water Quality Complaints

There were no water quality complaints in the month of August.

2.6 Other Information

- Distribution system chlorine levels were sampled at three locations weekly throughout the month in addition to the chlorine levels being sampled along with regular weekly bacteriological samples.
- Chlorine and bacteriological sampling was conducted for Moncrief Construction in relation to the Downtown Revitalization project.

3.0 Water Distribution System

3.1 Maintenance

3.1.1. Water Distribution

- August 1 - Repaired curb stop at: 1545 Pine Portage Road.
- August 6 - Dug and replaced curb stop at: 1291 Heenan Place.
- August 7 - Dug and replaced valve rod and box at: the corner of Heenan Place and Nairn Avenue.
- August 13 - Dug and replaced 6" valve at: the corner of Drewry Drive and Valley Drive.
- August 15 - Dug and repaired watermain break at: 821 Seventh Avenue South.
- August 22 - Repaired watermain and changed the valve at: 313 Eighth Avenue North.
- August 25 - Dug and repaired leaking water service at: 1332 River Drive
 - Dug and repaired watermain at: Eighth Avenue North between Third and Fourth Street North.
- August 26 - Dug and replaced watermain valve at: North end of Nairn Avenue and 1251 Heenan Place.
- August 29 - Dug and raised valve box at: the corner of Eighth Street North and Third Street North.

3.1.2. Wastewater Collection

- August 1- Dug and repaired sewer main at: Beaver Brae School, 9th Street North.
 - Flushed sewer main at: 319 Matheson Street North.
- August 5 - Rodded plugged sewer at: 529 Second Street South.
- August 7 - Replaced grinder pump at: 240 Rabbit Lake Road.
- August 8 - Flushed sewer main at: 9 Gunne Crescent.
- August 9 - Flushed sewer main at: 312 Second Street South. (down town core)

- August 11 - Rodded plugged sewer at: 214 Fourth Avenue South.
- August 12 - Replaced and installed one pump at: Sultana Pumping Station.
- August 15 - Repaired grinder pump at: 21 Birchwood Crescent.

- August 18 - Replaced grinder pump at: 402 Rabbit Lake Road.
- Rodded plugged sewer at: 1275 Valley Drive.
- August 21 - Replaced grinder pump at: 306 Rabbit Lake Road.
- August 22 - Rodded plugged sewer at: 322 First Avenue South.
- August 27 - Rodded plugged sewer at: 219 First Street North.
-Installed rebuilt pump at: Valley Drive Pumping Station.

3.1.3. **Water Thaws:** City Property – 0 Private Property – 0

3.2 Training

- August 25-29 – Mike Derouard completed a five day entry level mandatory course for operators in Dryden, Ontario.

3.3 Water Quality Complaints

There were no water quality complaints reported to the Water Treatment Plant for the month of August.

3.4 Boil Water Advisory(s) - 2014

Date and Location:

- August 6th - 6 residents at: Fifth Avenue South.
- August 13th - 27 residents at: Drewry Drive and 1 resident at: Valley Drive.
- August 14th – 13 residents at: Gunne Crescent.
- August 15th – 8 residents at: Seventh Avenue South.
- August 22nd – 6 residents at: Fourth Street North and 2 residents at: Eighth Avenue North.
- August 26th – 27 residents at: Heenan Place and 1 resident at: Nairn Avenue.

3.5 Other Information

On August 8th, Biman Paudel and Ray Lindquist, along with the Water Treatment Plant operators, had a meeting with the NWHU and the MOE to discuss adverse sample issues. As the result of the meeting it was decided to send some future samples for actual count on E Coli and Total Coliforms in addition to presence/absence test for

the purpose of monitoring. The MOE also agreed on the Water & Sewer Department's plan to go with super chlorination if there are more adverse results on Lake Street samples.

4.0 Wastewater System

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

4.2 Weekly Bacteriological Samples

- 4.2.1. Complete Analyses of Raw Sewage, Treated Effluent and Activated Sludge sent out August 21st, 2014 - Results:
- Total BOD (biological oxygen demand) Raw Sewage: 170 [mg/L]
 - Total BOD Final Effluent: 5.0 - limit is 25[mg/L].
 - Total Suspended Solids Raw Sewage: 180 [mg/ L]
 - Total Suspended Solids Final Effluent: 4.0 [mg/ L] – limit is 25 [mg/L]
Sludge Cake total solids 14.6%
- 4.2.2. Weekly Final Effluent Bacti Samples sent to A.L.S. Laboratories on August 6,13,20,27, 2014 - Results: Organisms/100 ml
- Geometric Means from samples in August: 8.59 organisms/100mL.
 - 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 leaves the plant with a geometric mean of 8.59 organisms/100 mL, which is well within the limit of 200 organisms/mL. Plant reduction of BOD is 97% and the Plant reduction of suspended solids is 98%.

4.3 Maintenance

- Removed organic return pump from the #100 building and sent for rebuild.
- Ordered new electric motor and new starter for organic return pump.
- Painted the floors in the #400 and #700 buildings.
- Summa Engineering calibrated the raw sewage and final effluent as per the Ministry of the Environment Certificate of Approval.
- Final effluent V notch flow meter recalibrated.

4.4 Training

- Health and Safety Policy reviewed with staff.

4.5 Other Information

4.5.1. August 8th, 2014 - Workplace Health & Safety inspection completed.

Schedule "A"

**Water Systems Flow and Operating Data
Monthly Summary Report - 2014**

Water Plant Flows		Units	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<u>Influent Flow</u>															
Total Influent Flow	m ³ /month		195295	186497	248794	270818	245075	226789	238096	243506					1854870
Maximum Daily Influent Flow	m ³ /day		7822	8775	10059	11671	8790	9031	9129	9745					75022
Minimum Daily Influent Flow	m ³ /day		5277	5889	6532	7655	6920	6529	5683	6269					50754
Average Daily Influent Flow	m ³ /day		6300	6661	8026	9027	7906	7560	7681	7855					61016
Maximum Daily Instantaneous Influent Flow	m ³ /day		18722	18720	18437	18654	19226	22039	19926	19778					155502
<u>Effluent Flow</u>															
Total Effluent Flow	m ³ /month		182996	173656	233343	254575	228915	212748	224576	228980					1739789
Maximum Daily Effluent Flow	m ³ /day		7513	8199	9418	10903	8418	8278	8743	9297					70769
Minimum Daily Effluent Flow	m ³ /day		4996	5499	6072	7255	6228	6236	5301	5768					47355
Average Daily Effluent Flow	m ³ /day		5903	6202	7527	8486	7384	7092	7244	7386					57224
Samples															
<u>Weekly Bacteriological</u>															
Number of Raw Samples Taken			5	4	5	4	4	4	5	4					35
Number of Treated Samples Taken			5	4	5	4	4	4	5	4					35
Number of Distribution Samples Taken			30	24	30	24	24	24	30	24					210
<u>Boil Water Advisory Bacteriological</u>															
Number Taken			6	22	23	43	10	60	65	20					249
Callouts															
Major			0	0	0	0	0	0	0	0					0
Minor			1	1	2	5	10	6	11	8					44

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2014

Wastewater Plant Flows		January	February	March	April	May	June	July	August	September	October	November	December	AVERAGE	TOTAL
<u>Influent Flow</u>															
Total Influent Flow	m ³ /mon.	142,528	137,211	191,815	419,112	430,462	344,643	320,891	247,429						2,234,091
Maximum Daily Influent Flow	m ³ /day	5,997	6,583	8,885	22,642	26,535	17,257	13,119	11,944						112,962
Minimum Daily Influent Flow	m ³ /day	3,526	4,000	5,095	6,407	9,813	8,583	7,156	6,001						50,581
Average Daily Influent Flow	m ³ /day	4,597	4,900	6,187	13,970	13,885	11,488	10,351	7,981						73,359
<u>Effluent Flow</u>															
Total Effluent Flow	m ³ /mon.	182,301	176,061	238,125	449,349	451,366	366,151	345,084	245,938						2,454,375
Average Daily Flow	m ³ /day	5,880	6,287	7,937	14,978	14,560	12,205	11,131	7,933						80,911
<u>Samples</u>															
Weekly Bacteriological --ALS Labs		5	4	4	5	4	4	5	4						35
Number of Raw Samples Taken		1	1	1	1	1	1	1	1						8
Number of Treated Samples Taken		6	5	5	6	5	5	5	5						42
Geometric Means (Bacti Samples)		18.7	33.1	6.22	85.1	25.1	329.3	26.7	8.6						533
Sludge Hauled to Landfill	yds/mon.	300	344	405	315	345	255	285	225						2,474
<u>Callouts</u>															
Callouts		9	2	3	0	8	8	8	10						48



October 31, 2014

City Council Committee Report

To: Mayor & Council

**Fr: Richard Perchuk, Operations Manager
Biman Paudel, Water & Sewer Supervisor
Ryan Peterson, Water Treatment Plant
Gord St. Denis, Wastewater Treatment Plant**

**Re: 2014 Water & Wastewater Systems Monthly Summary
Report- September**

Recommendation:

That Council of the City of Kenora hereby accepts the September 2014 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by Biman Paudel, Water and Sewer Supervisor, Ryan Peterson, Water Treatment Plant Operator and Gord St. Denis, Wastewater Treatment Plant Operator.

Background:

The Water and Sewer Department 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 Department recommends that Council accept the 2014 Water and Wastewater Systems Monthly Summary Report for September.

Budget:

N/A

Communication Plan/Notice By-law Requirements:

Resolution required.

Distribution: R. Perchuk, B. Paudel, R. Peterson, G. St. Denis

CITY OF KENORA

Monthly Summary Report Water & Wastewater Systems

September 2014

Prepared by: Biman Paudel, Water & Sewer Supervisor
Ryan Peterson, ORO, Water Treatment Plant
Gord St. Denis, ORO, Wastewater Treatment Plant

1.0 Introduction

This report contains the major maintenance activities and operational events that occurred during the month of September 2014 at the Kenora Area Water Treatment Plant, Water Distribution System and Wastewater 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:

- Sept. 2nd
- Sept. 8th
- Sept. 15th
- Sept. 22nd
- Sept. 29th

All samples tested were within the allowable parameters.

2.3 Maintenance

- Changed oil in pumps at Pine Portage booster.
- Cleaned east and west clarifiers.
- Replaced extractor isolation valves.
- Installed fault relays on filter turbidimeters.
- Worked with Summa on plant shutdown programming.

2.4 Training

- No training took place in the month of September.

2.5 Water Quality Complaints

There were two water quality complaints in September. The first complaint was regarding a taste and odor issue. Chlorine residual was checked and okay. Our seasonal taste and odor issues were discussed with resident. Second complaint was for yellow water. Chlorine residual was checked and was not sufficient. An adverse water quality incident was reported. Lines were flushed and residual restored.

2.6 Other Information

- Distribution system chlorine levels were sampled at three locations weekly throughout the month in addition to the chlorine levels being sampled along with regular weekly bacteriological samples.
- Chlorine and bacteriological sampling was conducted for Moncrief Construction in relation to the Downtown Revitalization project.

3.0 Water Distribution System

3.1 Maintenance

3.1.1. Water Distribution

- September 3 - Dug and lowered curb box at: 501 Eighth Avenue South.
- September 4 - Dug and repaired watermain break at: Preston Street near to the intersection of Eighth Street North and Thirteenth Avenue North.
- September 9 - Dug and replaced hydrant at: 5 Donbrock Drive.
- September 10 - Repaired water service leak at: 15 Beach Street, Coney Island.
- September 13 - Dug and installed new curb box at: 604 Fourth Avenue South.
- September 16 - Dug and repaired watermain break at: 821 Fourth Street North
- Repaired curb boxes at: 1308 River Drive.
- September 18 - Dug and replaced curb box at: 1010 Park Street.
- Dug and replaced curb box at: 1012 Park Street.
- September 21 - Repaired water leak at: 314 Coney Island.
- September 22 - Dug and repaired watermain break at: 620 Sixth Street, Keewatin.
- September 23 - Dug and repaired curb box at: 107 Sedesky Road.
- Installed thaw cables at: 110 Front Street.
- September 24 - Dug and replaced curb box at: 217 Third Street North.
- September 25 - Repaired and installed watermain valve at: the intersection of Fourth Street North and Fourth Avenue North.

- Repaired valve top at: the corner of River Drive and Seventh Avenue South.

3.1.2. Wastewater Collection

- September 3 - Rodded plugged sewer at: 5 Mikado Avenue.
- September 4 - Rodded plugged sewer at: 36 Gunne Crescent.
- September 8 - Camera inspection on storm sewer at: Second Street South.
 - Camera inspection on storm sewer at: Eighth Avenue South.
- September 9 - Flushed sewer main at: 319 Matheson Street.
- September 13 - Repaired grinder pump at: 22 Minnesota Street.

- September 15 - Rodded plugged sewer at: 314 Seventh Avenue South.
- September 16 - Rodded plugged sewer at: 120 Third Street North.
- September 18 - Flushed sewer main at: 120 Third Street North.
- September 21 - Rodded plugged sewer at: 114 Mellick Avenue.
- September 22 - Rodded and Camera inspection at: 319 Matheson Street North.
 - Changed grinder pump at: MNR Fire Base.
- September 24 - Repaired grinder pump at: 215 Rabbit Lake Road.
- September 25 - Rodded plugged sewer at: 37 Regina Avenue.
 - Camera inspection at: Kenora Jail.
- September 28 - Rodded plugged sewer at: 524 Fourth Street North.
- September 29 - Rodded plugged sewer at: 602 Third Street North.
 - Maintenance rodding at: 11 Main Street Rideout.

3.1.3. **Water Thaws:** City Property – 0 Private Property – 0

3.2 Training

- September 17 – All the water and sewer operators attended Focus Group Meeting with BMA on City's Strategic Planning.
- September 18 – Biman Paudel attended Focus Group Meeting with BMA on City's Strategic Planning, and Craig Robinson attended Attendance Support Program training.
- September 29 – Ray Lindquist and Biman Paudel attended the Manager/ Supervisor Training at the Operations Department Training Hall; The Water and Sewer Operators attended a session presented by Vaughan Chopper Pump on different types of sewage pumps.

3.3 Water Quality Complaints

There were two water quality complaints reported to the Water Treatment Plant for the month of September.

- One complaint was related to taste and odour. The second complaint was due to yellow water. For further detail see Item 2.5.

3.4 Boil Water Advisory(s) - 2014

Date and Location:

- September 3rd - 6 residents at Preston Street, 4 residents at Fourteenth Avenue North and 1 resident at Sixth Street North.
- September 9th - 25 residents at Donbrock Drive and 1 resident at Airport Road.
- September 15th - 56 residents at Second Street South, 2 residents at Sixth Avenue South, 3 residents at Seventh Avenue South, 1 resident at Eighth Avenue North, and 6 residents at Fourth Street North.

3.5 Other Information

All the Water and Sewer staff actively participated in BMA's Focus Group Meetings on water and sewer issues for the City's Strategic Planning.

4.0 Wastewater System

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

4.2 Weekly Bacteriological Samples

- 4.2.1. Complete Analyses of Raw Sewage, Treated Effluent and Activated Sludge sent out September 25th, 2014 - Results:
- a. Total BOD (biological oxygen demand) Raw Sewage: 110 [mg/L]
 - b. Total BOD Final Effluent: 4.0 - limit is 25[mg/L].
 - c. Total Suspended Solids Raw Sewage: 130 [mg/ L]
 - d. Total Suspended Solids Final Effluent: 3.0 [mg/ L] – limit is 25 [mg/L]
- 4.2.2. Weekly Final Effluent Bacti Samples sent to A.L.S. Laboratories on September 3,10,17,24, 2014 - Results: Organisms/100 ml
- a. Geometric Means from samples in September: 13.8 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 leaves the plant with a geometric mean of 13.8 organisms/100 mL, which is well within the limit of 200 organisms/mL. Plant reduction of BOD is 96% and the Plant reduction of suspended solids is 98%.

4.3 Maintenance

- 4.3.1 Removed old chlorinator and piping for new lab construction. WTP took chlorinator for parts.
- 4.3.2. Replaced UV bulbs on Bank B (96 UV bulbs).
- 4.3.3. Purchased 96 UV Bulbs from UV Doctor.
- 4.3.4. Installed new electric motor on Organic Return Pump in Influent building (100 Building).
- 4.3.5 Replaced circuit board Bank B UV system.
- 4.3.6 Received quotes for 100 HP electric motor to be serviced, cleaned, re-dipping and balancing.
- 4.3.7 Cleaned sand extractor and hauled to landfill.
- 4.3.8 Bar screen removed by contractor for rebuilding.
- 4.3.9 Installed new water bleeder to contact zone.

4.4 Training

- 4.4.1. Health and Safety Policy reviewed with staff.

4.5 Other Information

- 4.5.1. September 8th, 2014 - Workplace Health & Safety inspection completed.

Schedule "A"

**Water Systems Flow and Operating Data
Monthly Summary Report - 2014**

Water Plant Flows		Units	January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<u>Influent Flow</u>															
Total Influent Flow	m ³ /month		195295	186497	248794	270818	245075	226789	238096	243506	224944				2079814
Maximum Daily Influent Flow	m ³ /day		7822	8775	10059	11671	8790	9031	9129	9745	9017				84039
Minimum Daily Influent Flow	m ³ /day		5277	5889	6532	7655	6920	6529	5683	6269	6199				56953
Average Daily Influent Flow	m ³ /day		6300	6661	8026	9027	7906	7560	7681	7855	7498				68514
Maximum Daily Instantaneous Influent Flow	m ³ /day		18722	18720	18437	18654	19226	22039	19926	19778	22076				177578
<u>Effluent Flow</u>															
Total Effluent Flow	m ³ /month		182996	173656	233343	254575	228915	212748	224576	228980	211263				1951052
Maximum Daily Effluent Flow	m ³ /day		7513	8199	9418	10903	8418	8278	8743	9297	8405				79174
Minimum Daily Effluent Flow	m ³ /day		4996	5499	6072	7255	6228	6236	5301	5768	5769				53124
Average Daily Effluent Flow	m ³ /day		5903	6202	7527	8486	7384	7092	7244	7386	7042				64266
Samples															
<u>Weekly Bacteriological</u>															
Number of Raw Samples Taken			5	4	5	4	4	4	5	4	5				40
Number of Treated Samples Taken			5	4	5	4	4	4	5	4	5				40
Number of Distribution Samples Taken			30	24	30	24	24	24	30	24	30				240
<u>Boil Water Advisory Bacteriological</u>															
Number Taken			6	22	23	43	10	60	65	20	18				267
Callouts															
Major			0	0	0	0	0	0	0	0	0				0
Minor			1	1	2	5	10	6	11	8	1				45

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2014

Wastewater Plant Flows		January	February	March	April	May	June	July	August	September	October	November	December	AVERAGE	TOTAL
<u>Influent Flow</u>															
Total Influent Flow	m ³ /mon.	142,528	137,211	191,815	419,112	430,462	344,643	320,891	247,429	206,070					2,440,161
Maximum Daily Influent Flow	m ³ /day	5,997	6,583	8,885	22,642	26,535	17,257	13,119	11,944	8,271					121,233
Minimum Daily Influent Flow	m ³ /day	3,526	4,000	5,095	6,407	9,813	8,583	7,156	6,001	5,834					56,415
Average Daily Influent Flow	m ³ /day	4,597	4,900	6,187	13,970	13,885	11,488	10,351	7,981	6,869					80,228
<u>Effluent Flow</u>															
Total Effluent Flow	m ³ /mon.	182,301	176,061	238,125	449,349	451,366	366,151	345,084	245,938	196,674					2,651,049
Average Daily Flow	m ³ /day	5,880	6,287	7,937	14,978	14,560	12,205	11,131	7,933	6,555					87,466
<u>Samples</u>															
Weekly Bacteriological --ALS Labs		5	4	4	5	4	4	5	4	4					39
Number of Raw Samples Taken		1	1	1	1	1	1	1	1	1					9
Number of Treated Samples Taken		6	5	5	6	5	5	5	5	5					47
Geometric Means (Bacti Samples)		18.7	33.1	6.22	85.1	25.1	329.3	26.7	8.6	13.8					547
Sludge Hauled to Landfill	yds/mon.	300	344	405	315	345	255	285	225	270					2,744
<u>Callouts</u>															
Callouts		9	2	3	0	8	8	8	10	9					57



November 20, 2014

City Council Committee Report

To: Mayor & Council

**Fr: Richard Perchuk, Operations Manager
Biman Paudel, Water & Sewer Supervisor
Ryan Peterson, Water Treatment Plant
Gord St. Denis, Wastewater Treatment Plant**

**Re: 2014 Water & Wastewater Systems Monthly Summary
Report- October**

Recommendation:

That Council of the City of Kenora hereby accepts the October 2014 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by Biman Paudel, Water and Sewer Supervisor, Ryan Peterson, Water Treatment Plant Operator and Gord St. Denis, Wastewater Treatment Plant Operator.

Background:

The Water and Sewer Department 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 Department recommends that Council accept the 2014 Water and Wastewater Systems Monthly Summary Report for October.

Budget: N/A

Communication Plan/Notice By-law Requirements:

Resolution required.

Distribution: R. Perchuk, B. Paudel, R. Peterson, G. St. Denis

CITY OF KENORA

Monthly Summary Report Water & Wastewater Systems

October 2014

Prepared by: Biman Paudel, Water & Sewer Supervisor
Ryan Peterson, ORO, Water Treatment Plant
Gord St. Denis, ORO, Wastewater Treatment Plant

1.0 Introduction

This report contains the major maintenance activities and operational events that occurred during the month of October 2014 at the Kenora Area Water Treatment Plant, Water Distribution System and Wastewater 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:

- Oct 6th
- Oct 14th
- Oct 20th
- Oct 27th

All samples tested were within the allowable parameters.

2.3 Maintenance

- Cleaned lowlift wet well.
- Replaced failed poly mix hot water tank.
- Dissassembled and removed old dehumidifier unit.
- Began work on new alum pump plumbing skid.

2.4 Training

- No training took place in the month of October.

2.5 Water Quality Complaints

There were no water quality complaints in October.

2.6 Other Information

- Distribution system chlorine levels were sampled at three locations weekly throughout the month in addition to the chlorine levels being sampled along with regular weekly bacteriological samples.

3.0 Water Distribution System

3.1 Maintenance

3.1.1. Water Distribution

- October 2 - Dug and installed 14" Watermain Valve at: 509 Fourth Street North.
- October 7 - Dug and repaired watermain break at: 138 Minto Crescent.
- October 8 - Repaired watermain at: 103 Seventh Street South.
- October 9 - Dug and replaced new curb box top at: 43 Cambrian Drive.
 - Replaced watermain valve at: 200 First Street North.
- October 16 - Dug and repaired watermain break at: Evergreen Hill.
 - Dug and repaired watermain break at: Ninth Avenue North near railway track.
- October 17 - Dug water service and replaced curb box rod at: 155 Norman Drive.
- October 22 - Dug and replaced curb box at: 24 Lakeshore Drive.
- October 28 - Dug and replaced curb box at: 318 Mikado Avenue.
- October 29 - Dug and repaired winter (2013) watermain issue at: 200 First Street North.

3.1.2. Wastewater Collection

- October 3 - Rodded plugged sewer at: 400 Third Street South.
 - Rodded plugged sewer at: 411 Third Street South.
- October 6 - Camera inspection at: 5 Mikado Avenue.
- October 7 - Rodded plugged sewer at: 513 Third Avenue South.
 - Rodded plugged sewer at: 519 Third Avenue South.
 - Flushed the sewer main from Third Avenue South to lane between 509 and 513 Third Avenue South.
- October 8 - Flushed sewer main at: 1230 Minto Avenue.
- October 10 - Rodded plugged sewer at: 805 Railway Street.
- October 12 - Rodded plugged sewer at: 645 Fifth Avenue South.

- Rodded plugged sewer at: 810 Fifth Street South.
- October 15 - Repaired grinder pump at: 10 Universal Drive.
- October 20 - Dug and repaired Grinder Pump line at: 22 Minnesota Street.
- October 22 - Replaced pump at: Gerald Street Pumping Station.
 - Rodded sewer at: 704 Beach Road as preventative maintenance.
- October 26 - Rodded plugged sewer at: 9 Mary Lou Street.
- October 29 - Flushed sewer main at: 215 Matheson Street.
- October 30 - Camera inspection of sewermain to Gerald Street Pumping Station.
- October 31- Flushed sewer main to clear the plugged sewer at: 911 Currie Road.
 - Rodded plugged sewer at: 614 Sixth Street South.

3.1.3. **Water Thaws:** City Property – 0 Private Property – 0

3.2 Training

- October 9 – Biman Paudel attended 1.5 hour webinar session on “Employee Engagement”.
- October 23, 28 – Biman Paudel attended 1 hour webinar on “Improving Workplace Behavior for Municipal Employees”.
- October 29 – Biman Paudel attended 1 hour webinar on “Xers, Yers and Millenials: How to maximize their productivity”.

3.3 Water Quality Complaints

There were no water quality complaints reported to the Water Treatment Plant for the month of October.

3.4 Boil Water Advisory(s) - 2014

Date and Location:

- October 2nd - 32 residents at Fourth Street North, 3 residents at Fourth Avenue North, 2 residents at Seventh Avenue North and 1 resident at Eighth Avenue North.
- October 7th - 26 residents at Minto Crescent.
- October 8th - 6 residents at Fifth Avenue South, 2 residents at First Avenue South and 3 residents at Seventh Street South.
- October 15th - 7 residents at Fourth Street North.
- October 29th - 1 resident at First Street North.

3.5 Other Information

All the summer services except on Keewatin have been turned off for the season.

4.0 Wastewater System

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

4.2 Weekly Bacteriological Samples

4.2.1. Complete Analyses of Raw Sewage, Treated Effluent and Activated Sludge sent out October 22nd, 2014 - Results:

- a. Total BOD (biological oxygen demand) Raw Sewage: 120 [mg/L]
- b. Total BOD Final Effluent: 5.0 - limit is 25[mg/L].
- c. Total Suspended Solids Raw Sewage: 140 [mg/ L]
- d. Total Suspended Solids Final Effluent: 9.0 [mg/ L] – limit is 25 [mg/L]

4.2.2. Weekly Final Effluent Bacti Samples sent to A.L.S. Laboratories on October 1,8,15,22,29, 2014 - Results: Organisms/100 ml

- a. Geometric Means from samples in September: 2.1 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 leaves the plant with a geometric mean of 2.1 organisms/100 mL, which is well within the limit of 200 organisms/mL. Plant reduction of BOD is 96% and the Plant reduction of suspended solids is 94%.

4.3 Maintenance

- 4.3.1 Removed old hydraulic unit from bar screen for bar screen rebuild.
- 4.3.2. UV and Screw Pump generators serviced and load tested as per MOE Certificate of Approval.
- 4.3.3. North press lower tracking cylinder removed for rebuild.
- 4.3.4. Krone Cranes inspected: all chain blocks and lifting devices.
- 4.3.5 Installed new solenoid valve on North Press.
- 4.3.6 Insurance Company inspection of WWTP by Risk Solutions.

4.4 Training

- 4.4.1. Health and Safety Policy reviewed with staff.
- 4.4.2. On October 22nd, 2014 Darryl Wilson received his Class I Licence for the Wastewater Treatment Plant.

4.5 Other Information

4.5.1. October 8th, 2014 - Workplace Health & Safety inspection completed.

Schedule "B"

Wastewater Systems Flow & Operating Data Monthly Summary Report - 2014

Wastewater Plant Flows		January	February	March	April	May	June	July	August	September	October	November	December	AVERAGE	TOTAL
<u>Influent Flow</u>															
Total Influent Flow	m ³ /mon.	142,528	137,211	191,815	419,112	430,462	344,643	320,891	247,429	206,070	200,876				2,641,037
Maximum Daily Influent Flow	m ³ /day	5,997	6,583	8,885	22,642	26,535	17,257	13,119	11,944	8,271	8,234				129,467
Minimum Daily Influent Flow	m ³ /day	3,526	4,000	5,095	6,407	9,813	8,583	7,156	6,001	5,834	6,015				62,430
Average Daily Influent Flow	m ³ /day	4,597	4,900	6,187	13,970	13,885	11,488	10,351	7,981	6,869	6,480				86,708
<u>Effluent Flow</u>															
Total Effluent Flow	m ³ /mon.	182,301	176,061	238,125	449,349	451,366	366,151	345,084	245,938	196,674	193,378				2,844,427
Average Daily Flow	m ³ /day	5,880	6,287	7,937	14,978	14,560	12,205	11,131	7,933	6,555	6,238				93,704
<u>Samples</u>															
Weekly Bacteriological --ALS Labs		5	4	4	5	4	4	5	4	4	5				44
Number of Raw Samples Taken		1	1	1	1	1	1	1	1	1	1				10
Number of Treated Samples Taken		6	5	5	6	5	5	5	5	5	5				52
Geometric Means (Bacti Samples)		18.7	33.1	6.22	85.1	25.1	329.3	26.7	8.6	13.8	2.1				549
Sludge Hauled to Landfill	yds/mon.	300	344	405	315	345	255	285	225	270	270				3,014
<u>Callouts</u>															
Callouts		9	2	3	0	8	8	8	10	9	15				72



October 7, 2014

City Council Committee Report

TO: Mayor and Council

FR: Tara Rickaby, Planning Administrator

RE: Agreement of Purchase and Sale - Carlson

Recommendation:

That Council of the City of Kenora give three readings to a by-law to authorize the Mayor and Clerk to enter into an agreement of purchase and sale of property described as all of the lane between Lot 108 and 109 on Plan M102 designated as Part 1 on 23R-12301, City of Kenora, in the District of Kenora for purchase to at the price of \$1000.00 + any applicable taxes, legal and transfer fees; and

That the purchasers, Robert Alfred Carlson and Gweneth Eileen Carlson, be responsible for all costs associated with the purchase/sale, including a consolidation agreement (if required), registration and fee.

Background:

In June of 2014, Council adopted the following resolution:

That the Council of the City of Kenora hereby declares property abutting 1914 Ninth Street N, CON 5J PT LOC 265P PLAN M102 LOTS 108 AND LOT 109, as surplus to the needs of the municipality;

That the purchaser must make application to purchase the lands; and

THAT the survey instructions will be issued by the City of Kenora; and

THAT in accordance with the Notice By-law, arrangements be made to advertise the sale of the subject lands for a two week period; and further;

THAT once the advertising process has been completed, Council give three readings to a by-law to authorize the sale of land to Robert Alfred Carlson and Gweneth Eileen Carlson being the property owner, as a lot addition (consolidation via merger agreement) at the appraised value as established by Century 21 – Reynard Real Estate, or per the Tariff of Fees By-law, plus survey and all other associated costs, conditional upon access to the consolidated property being via the existing driveway on Ninth Street North.

This is a housekeeping matter. The required advertising has been completed. Proceeds will be collected upon closing.

Budget: Proceeds to be allocated to planning land sales.

Communication Plan/Notice By-law Requirements:

By Agenda of Property and Planning and of Council; Manager of Property and Planning, Planning Administrator, Manager of Finance and Administration, Municipal Solicitor, Property Owner



17 November 2014

City Council Committee Report

TO: Mayor and Council

FR: Tara Rickaby, Planning Administrator

RE: Assumption of Hillesden Road and North Marston Drive and Release of Obligations of Developer (J. Coker)

Recommendation:

That Council give three readings a by-law to accept and assume the following roads and establish them as highways for municipal purposes:

Hillesden Road and North Marston Drive, as indicated on plan of subdivision 23M-962; and further

That upon acknowledgement by the Municipal Solicitor, there are no liens or other encumbrances which would affect the City, and acknowledgement that the developers will pay all legal and transfer costs associated with the assumption, Council releases the developer, Jack Coker, of any further obligations associated with the subdivision agreement approved in 2012.

Background:

The City of Kenora entered into a subdivision agreement with Jack Coker in December of 2012. The agreement was a condition of approval of a 13 lot subdivision located on Black Sturgeon Lake and accessed via Coker Road.

The agreement was amended once; in March of 2013, in order to permit staged provision of hydro-electric/telephone servicing to lots 9-13, inclusive.

In order for the City to release the Developer of any further obligation, the following is required:

REQUIREMENTS FOR CERTIFICATE OF RELEASE

The City agrees to provide the Owner with an effective written release for the said lands, referred to herein as the 'Certificate of Release', in a form suitable for registration or deposit in the applicable Registry or Land Title Office. In addition to any other requirements contained herein, the Certificate of Release shall not be issued until:

- (1) the two year maintenance period has expired; and
- (2) Certificates of Completion have been issued for all of the Works; and

- (3) a registered Ontario Land Surveyor, approved by the City, has provided the City with written confirmation that, at a date not earlier than the end of the maintenance period described herein, he or she has found or replaced all standard iron bars, as shown on the Plan and survey monuments at all block corners, the ends of all curves other than corner roundings and all points of change in direction of roads on the Plan; and
- (4) the Municipal Solicitor has verified that there are no outstanding claims against the said lands; and
- (5) the Municipal Council has by resolution, declared that the Owner is not default of any of the provisions of the Agreement.

The road works were satisfactory for acceptance and the two year maintenance period expires on 17 December 2014.

The final requirement is that Council declares that the Owner is not in default of any of the provisions of the Agreement. The Certificate of Release shall operate as a discharge of all obligations of the Owner under the Agreement with the exception of the Owner's responsibility for drainage as provided herein.

The City has received confirmation of all of the above, and the Municipal Engineer has deemed that the road system is compliant with the subdivision agreement.

Budget:

Property owner to pay for review of documents, registration of same per subdivision agreement.

Communication Plan/Notice By-law Requirements: Agenda for COW and Council, Chief Building Official, Operations Manager, Roads Supervisor, Solid Waste Supervisor, Developer/Property Owner, Municipal Solicitor, Owner's Solicitor.

Strategic Plan or other Guiding Document: Strat Plan – Developing our Economy and Strengthening our foundation

City of Kenora Official Plan (2010) – Planning matters were addressed as conditions to draft approval of the subdivision, in 2010.



November 21, 2014

City Council Committee Report

To: Mayor and Council

Fr: Tara Rickaby, Planning Administrator

Re: Harbourtown Centre Community Improvement Plan Budget

Recommendation:

That Council of the City of Kenora hereby approves amending its 2014 Non-capital special projects/unusual spending budget to accommodate an additional request from Heritage Kenora to increase the available financial incentives by \$10,992.00 with funding to be appropriated from the Land Planning Reserve to accommodate three outstanding applications; and further

That in keeping with Notice By-law 144-2007, public notice is hereby given that Council intends to give three readings to a by-law for this purpose at its December 16, 2014 Council Meeting.

Background:

The 2014 budget included a line item of \$100,000 for grants associated with applications made by businesses in the Harbourtown Centre, for the community improvement plan sign replacement/façade improvement program. In 2013, the budget was \$170,000. The amount included allocation of funds granted in 2012 and 2013 and not yet paid out (\$70,000). At the end of 2013, the funds which were not spent went back into the land planning reserve as the businesses did not submit claims by the end of the year.

The program has been accessed, in 2014, by five businesses, and has paid out all but two of the 2013 submissions. One grant, outstanding since 2008, will be submitted by 31 December 2014.

The amount paid out to date is \$68,606.32. The amount outstanding is \$42,385.94. In order to ensure that the budget reflects the payables, an additional \$10,992.00 is required.

D/S to 21 Nov 2014		
	2000	2008
	1307.72	2013
	1695	2013
	16000	2014
	18000	2014
	3383.22	2014
	42385.94	

Budget:

The additional \$10,992.00 request to be taken from the land planning reserve.

Communication Plan/Notice By-law Requirements:

By Agenda of Committee of the Whole and of Council; Treasurer, Heritage Kenora, Manager of Property and Planning, Museum Director, Planning Administrator

Strategic Plan or other Guiding Document: Strat Plan – Forge strong, dynamic relationships with the Kenora business community and foster and support entrepreneurial business development

City of Kenora Official Plan (2010) - Per Section 4.36 Community Improvement Area

Harbourtown Centre Community Improvement Plan (2012)



PROCLAMATION

By Virtue of Authority

Vested in me

I hereby proclaim

January 2015

As National Alzheimer Awareness Month in and for the
City of Kenora and request its observance as such by our
citizens.

Proclaimed at the City of Kenora

this 9th Day of December, 2014



His Worship Mayor David S. Canfield