



City of Kenora
Committee of the Whole Agenda
Tuesday, November 10, 2015
9:00 a.m.
City Hall Council Chambers

A. 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 November 17th meeting:-

- Amend the 2015 Operating & Capital Budget to increase the issue of long term debt in the amount of \$398,615 to offset the cost of the Keewatin Memorial Arena rehabilitation
 - Amend the 2015 Operating & Capital Budget to withdraw funds from the Kenora Recreation Centre Reserve in the amount of \$81,125 plus applicable taxes to offset the cost of the purchase and servicing of the Dectron unit
- Approve the Ministerial modification and City-initiated modifications to the City of Kenora Official Plan (May 19, 2015)

B. Declaration of Pecuniary Interest & the General Nature Thereof

- 1) On Today's Agenda
- 2) From a Meeting at which a Member was not in Attendance.

C. Confirmation of Previous Committee Minutes

Motion:

That the Minutes from the last regular Committee of the Whole Meeting held October 13, 2015 and a special Committee of the Whole October 20, 2015 be confirmed as written and filed.

D. Deputations/Presentations

- Megan Shewfelt, Kenora Women's Hockey

E. Reports:

1. Business Administration

Councillor R. McMillan - Chair

Item Subject

Pages 6-67

- 1.1. 2016 Council Meeting Schedule
- 1.2. BIZ Appointments

- 1.3. Fence Bylaw Amendment
- 1.4. Rotation of Council Committee Appointments
- 1.5. September 2015 Financial Statements
- 1.6. Water & Wastewater Long Range Financial Plan
- 1.7. Water & Sewer Rate Increase
- 1.8. Canada Games Council Appointment

2. Community Services

Councillor D. Reynard, Chair

Item Subject

Pages 68-71

- 2.1 KMA Rehabilitation Budget Amendment
- 2.2 Kenora Recreation Centre Dectron Budget Amendment

3. Economic Development

Councillor M. Goss, Chair

Item Subject

No Reports

4. Emergency Services

Councillor C. Wasacase, Chair

Item Subject

Pages 72-73

- 4.1 CEMC Appointment

5. Operations

Councillor L. Roussin, Chair

Item Subject

Pages 74-82

- 5.1 Grinder Pumps

6. Property & Planning

Councillor S. Smith, Chair

Item Subject

Pages 83-91

- 6.1 Official Plan Modifications

Proclamations

- **Medical Radiation Technologists' Week**
- **National Addiction Awareness Week**

Other

Public Zoning Amendment Meeting @ 11:00 a.m. Z04/15 Bryant/Rheault

Next Meeting

- Tuesday, December 8, 2015

Motion - Adjourn to Closed Meeting:

That this meeting be now declared closed at _____ a.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) **A proposed or Pending Acquisition or Disposition of Land (1 matter)**
- ii) **Personal Matter about an Identifiable Individual (4 matters)**
- iii) **Labour Relations (1 matter)**

Adjournment.

DEPUTATION REQUEST FORM

To Appear before Kenora City Council or Committee of the Whole of Council

How to Make a Deputation:

1. Determine date and time of Council or Committee meeting you wish to attend.
2. Submit this completed and signed form to the City Clerk (deliver/mail/fax or e-mail)
 - at least seven (7) days in advance of any Committee meeting
 - before 10:00 a.m. on date of a Council meeting;
3. State your name prior to speaking, and
4. Provide a copy of materials used in your presentation, if any, to the City Clerk for the official record (either in advance or at the time of the deputation).



City Clerk's Contact Information:

By Mail: 1 Main Street South, Kenora, ON P9N 3X2

By fax: 807-467-2009

E-mail: hkasprick@kenora.ca

Name: (person making deputation) Megan Shewfelt / **Organization You Represent:** (if applicable) Kenora Women's Hockey League
(please print)

Mailing Address: 727 2nd St. S **Telephone Number:** (807) 464-3573

Email Address: meganshewfelt@gmail.com **Postal Code:** P9N 1H3

Other Persons Presenting with You on this topic? No Yes
(on behalf of same organization)
If yes, Other Names: Alyssa Edison and Jill Van Toen

Topic – include brief statement of issue or purpose for Deputation:
 • Please see Protocol Notes on Page 2
Equitable division of ice time between male and female user groups.

I wish to appear before Council Committee of the Whole
 Other

On the Meeting date: November 10th, 2015

Please Note:
 Most meetings are video-taped and reported on by both the local newspaper and radio stations. Subsequently your deputation will form part of the public record in the minutes which are circulated widely and posted on the City's portal on the internet. By appearing before Council/Committee and signing this form, you hereby understand that information pertaining to you and your deputation will be publicized.

Do you have material to leave with Council following your deputation? Yes No
(If yes, please give to Clerk upon arrival to meeting)

Signature Required: Megan Shewfelt
(Must be signed by applicant to go forward)

(4)

Deputation Protocol

The purpose of the deputation process is to allow individuals or groups an opportunity to make their views known to Council. Council values and welcomes input, comments, and constructive suggestions. Since Council generally has to consider a large number of issues and concerns at any given time, the following Protocol is observed and we thank you for your interest in making a deputation and abiding by the rules:-

2.9 Cell phones/Blackberries/Smart Phones

All phones are required to be turned to vibrate during all Council and Committee meetings.

9.7 No Deputant shall:

1. Speak without first being recognized by the Head of Council or Chair
2. Speak disrespectfully of any person
3. Use offensive words or gestures, or make abusive comments,
4. Speak on any subject other than the subject stated on their Deputation Request Form
5. Disobey the Rules of Procedure or a decision of the Council or Committee

9.9 Expulsion

The Head of Council or Chair may cause to expel and exclude any member of the public who creates any disturbance or acts improperly during a meeting of Council or Committee. If necessary, the Clerk may be called upon to seek the appropriate assistance from police officers for this purpose.

9.14 Appearance - previous - limitation - new information

Any person appearing before Council who has previously appeared before Council on the same subject matter, shall be limited to providing only new information in their second and subsequent appearances.

✓ *Check below:*

I have never spoken on this issue before.

I have spoken on this issue before and the new information I wish to present is as follows:-

{Committee of the Whole/Property & Planning Meeting}

Committee of the Whole Meetings combined with the Property & Planning Committee immediately following, commence at 9:00 a.m., typically on the 2nd Tuesday of each month, unless otherwise advertised.

Committee Deputations are given approx. 15 minutes each at the beginning of the meeting, subject to the Chair's discretion.

Members of Committee may engage in dialogue with the person making a deputation as a matter of receiving and/or clarifying information.

Please present any material, letters or other relevant information concerning your deputation to Committee either at the time of your deputation or in advance of the meeting.

When a number of people are to appear representing one viewpoint or interest group, it is expected the group speak through a spokesperson, or submit written submissions.

{Council Meetings}

Regular Council meetings commence at 12:00 p.m., typically on the 3rd Tuesday of each month, unless otherwise advertised.

Deputations before Council are given approx. 5 minutes each at the beginning of the meeting, subject to the Mayor's discretion.

Council will not debate an issue, but will take the information under advisement.

Please present any material, letters or other relevant information concerning your deputation to Council either at the time of your deputation or in advance of the meeting.

When a number of people are to appear representing one viewpoint or interest group, it is expected the group speak through a spokesperson, or submit written submissions.



October 31, 2015

City Council Committee Report

To: Mayor & Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: 2016 Council Meeting Calendar

Recommendation:

That Council hereby accepts the 2016 Council meeting calendar as presented; and further
That given the dates established are as a result of the George Cuff report the calendar may be amended as deemed necessary.

Background:

The 2016 meeting calendar is a reflection of some of the suggestions made by George Cuff in his governance report. I have captured the suggestions of having a two week period between Committee of the Whole (Governance & Priorities) and Council. This longer period allows for more public feedback to Council and for staff to provide Council with further details on specific items if requested. There are a few months, as noted on the proposed calendar, where the two week block is not possible for various reasons. February ROMA/OGRA is held the 4th Tuesday and several members of Council and staff will be away. I have in this scenario, pushed the Council meeting date to the third Tuesday making it back to back. In April, the NOMA Annual conference is held in Thunder Bay which starts on the Wednesday, however, the AMCTO Zone 9 conference is always held the Monday/Tuesday proceeding the NOMA conference and both Clerks attend this conference. I have therefore once again, bumped the Council meeting up one week.

The Cuff report recommends that the Governance and Priorities Committee (COW) does not meet in July, August or December. I have reflected as such on the calendar but have left the Council meeting on for any items that staff may have that require approval before the next series of meetings (ie: tender awards, contract). These reports would typically only be items that are housekeeping in nature or very urgent. Otherwise, they would be held until the next regular Committee of the Whole meeting.

While this new structure is new, these dates may need to be reviewed from time to time as Council and staff work with the new format. The procedural bylaw will come forward to Council for consideration in December once the decision of the new format has been agreed upon.


Budget: N/A

Communication Plan/Notice By-law Requirements: To be reflected in the Procedural bylaw upon approval

Strategic Plan or other Guiding Document: George Cuff Governance Report
Recommendations

January

City of Kenora Council Calendar

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1 New Year's Day	2
3	4	5	6	7	8	9
10	11	12 9:00 - Committee of the Whole	13	14	15	16
17	18	19	20	21	22	23
24	25	26 12:00 - Council	27	28	29	30
31						

2016

February

City of Kenora Council Calendar



Sun

Mon

Tue

Wed

Thu

Fri

Sat

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KDMA – Kenora host KDMA – Kenora host KDMA – Kenora host

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9:00 - Committee of the Whole

14

15

Family Day

16

12:00 - Council

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19

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21

ROMA/OGRA - Toronto

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ROMA/OGRA - Toronto

23

ROMA/OGRA - Toronto

24

ROMA/OGRA - Toronto

25

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29

2016

March

City of Kenora Council Calendar



Sun

Mon

Tue

Wed

Thu

Fri

Sat

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9:00 - Committee of
the Whole

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12:00 - Council

Good Friday

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Easter Sunday

Easter Monday

2016

April

City of Kenora Council Calendar

<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	13	14	15	16
		9:00 - Committee of the Whole				
17	18	19	20	21	22	23
		12:00 - Council				
24	25	26	27	28	29	30
			NOMA Annual Conference – Thunder Bay	NOMA Annual Conference – Thunder Bay	NOMA Annual Conference – Thunder Bay	

2016

May

City of Kenora Council Calendar

Sun

1

Mon

2

LOWDPOA –Cottage
Show - Winnipeg

Tue

3

Wed

4

Thu

5

Fri

6

Kenora Home &
Leisure Show

Sat

7

Kenora Home &
Leisure Show

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Kenora Home &
Leisure Show

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9:00 - Committee of
the Whole

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Victoria Day

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12:00 - Council

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2016

June

City of Kenora Council Calendar



Sun

Mon

Tue

Wed

Thu

Fri

Sat

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9:00 - Committee of
the Whole

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12:00 - Council

2016

July

City of Kenora Council Calendar

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1 Canada Day	2
3	4	5	6	7	8	9
10	11	12 12:00 - Council	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2016

August

City of Kenora Council Calendar



Sun

Mon

Tue

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Fri

Sat

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Civic Holiday

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AMO Conference -
Windsor

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AMO Conference -
Windsor

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AMO Conference -
Windsor

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AMO Conference -
Windsor

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2016

September

City of Kenora Council Calendar



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Fri

Sat

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Labour Day

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9:00 - Committee of the Whole

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NOMA Conference – Thunder Bay

NOMA Conference – Thunder Bay

NOMA Conference – Thunder Bay

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12:00 - Council

2016

October

City of Kenora Council Calendar

<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	13	14	15
	Thanksgiving	9:00 - Committee of the Whole				
16	17	18	19	20	21	22
23	24	25	26	27	28	29
		12:00 - Council				
30	31					

2016

November

City of Kenora Council Calendar



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Mon

Tue

Wed

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9:00 - Committee of
the Whole

Remembrance Day

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12:00 - Council

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2016

December

City of Kenora Council Calendar

<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	13 <small>12:00 - Council</small>	14	15	16	17
18	19	20	21	22	23	24
25 <small>Christmas Day</small>	26 <small>Boxing Day</small>	27	28	29	30	31 <small>New Year's Eve</small>

2016



October 31, 2015

City Council Committee Report

TO: Mayor & Council

FR: Heather Kasprick, Manager of Legislative Services

RE: BIZ Appointments

Recommendation:

That Council of the City of Kenora hereby appoints the following members to the Kenora Business Improvement Zone (BIZ) Committee for a term at the pleasure of Council:

Shelley McCool
Jade Lorimer
Carla Devlin-Scott
Darell Plummer ; and further

That the following appointments to the BIZ Committee are hereby repealed:

Lisa Lyle
Jen Hall
Nathan Finlay

Background:

At the September 23, 2015 AGM of the Business Improvement Zone (BIZ) the new executive was elected. The new executive includes the members noted above and Council is not required to officially appoint them as per the bylaw.

Budget:

None

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



November 1, 2015

City Council Committee Report

To: Mayor & Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: Fence Bylaw

Recommendation:

That Council hereby authorizes a new Fence Bylaw which regulates the erection and maintenance of fences in the City of Kenora; and further

That bylaw number 94-2006 and bylaw number 31-2014 be hereby repealed.

Background:

It has been identified that the current fence bylaw number 94-2006 has some irregularities contained within it that requires clarification. The bylaw has been reviewed by legal and recommendations are contained within the new proposed bylaw. Legal comments include:

Further to our meeting on September 22, 2015, the copy of the September 11th e-mail that you provided to me at that meeting, and our discussions this morning, below is some suggested wording respecting the definition of "Snow Fence" as well as sections 3.4 and 12.2 for your review and consideration.

I would change the definition of "Snow Fence" to read as follows:

"Snow Fence" means a temporary light fence used for the control of snow and which is usually constructed of plastic mesh, lightweight wood strip or wire fencing.

With respect to the proposed new prohibition provision (s. 3.4), I would recommend breaking the proposed new section into the following two provisions (and then renumbering what are now sections 3.5 - 3.7):

3.4 No person shall erect or maintain, or cause to be erected or maintained, a Snow Fence from May 1st to October 31st in any year on land used for residential or commercial purposes.

3.5 No person shall erect or maintain, or cause to be erected or maintained, a Snow Fence from November 1st to April 30th in the following year on land used for residential or commercial purposes, unless the snow fence is being used for the purpose of controlling snow.

With respect to the use of the word "peace officer" in section 13.2, I would recommend substituting "provincial offences officer" in place of "peace officer".

Snow fence has been more clearly defined as well as when snow fences are permitted in the City. Previous amendments to the bylaw have also been included into the amalgamation of the new one.

Budget: N/A

Communication Plan/Notice By-law Requirements:

Strategic Plan or other Guiding Document:

Administrative

The Corporation of the City of Kenora

By-Law Number - 2015

A Bylaw to Provide that the Line Fences Act does not apply to all of Kenora and for the Regulation, Erection and Maintenance of Fences in the City of Kenora

Whereas paragraph 10(2)10 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may pass by-laws respecting structures, including fences; and

Whereas subsections 98(1) and (2) of the Municipal Act, 2001 provides that a municipality may provide that the Line Fences Act, R.S.O. 1990, c. L. 17, does not apply to all or part of a municipality, subject to the continuing applicability of section 20 of the Line Fences Act; and

Whereas it is deemed necessary and expedient to established regulations concerning fences in the City of Kenora;

Now Therefore the Council of The Corporation of the City of Kenora hereby exacts the following:

1. Short Title

This By-law may be cited as the "Fence By-law"

2. Definitions

For the purpose of this by-law, the following definitions shall apply:

"Agricultural Use Land" shall mean any lands upon which animal husbandry, horticulture, beekeeping, dairying, field crops, fruit farming, fur farming, market gardening, pasturage, poultry keeping, mushroom farming or any other farming activity is permitted. This may include growing, raising, small scale packing and storing of produce on the premises, woodlot management and other similar activities customarily carried out in the field of general agriculture.

"Fence" shall mean a barrier or any structure, device or other thing, except a structural part of a building, that wholly or partially screens from view, encloses or divides a yard or other land, or marks or substantially marks the boundary between adjoining land and, for the purposes of sections 3.1 and 4.1 of this By-law, includes a hedge abutting any front or exterior lot line;"

"Garden Structure" means any structure composed of post, boards, pilings, rails, masonry, ornamental iron or similar materials, or any combination thereof erected, used or maintained as a decorative feature or a garden that does not require a building permit to be lawfully erected. Garden structures may be incorporated into fencing as gates, arbours or other features.

“Height” means the vertical distance measured between the finished grade at the base of the fence and the highest point of the fence. In the case of a fence located on top of a retaining wall, height means distance between the top of the retaining wall and the highest point of the fence.

“Lot” means a parcel of land that abuts a public street and that is registered as a legally conveyable parcel of land.

“Lot, Corner” means a lot situated at the intersection of two or more streets, or at the intersection of a street and a railway right of way.

“Lot, Interior” means a lot situated between adjacent lots and having access to one (1) street.

“Lot line” means any boundary line of a lot.

“Lot line, exterior” means the side lot line that abuts the street, opened laneway or railway right of way, on a corner lot.

“Lot line, front” means the lot line that abuts the street. In the case where a lot abuts only a road cul-de-sac, all of the frontage on the road cul-de-sac shall be deemed to be the front lot line.

“Lot line, rear” means the lot line farthest from or opposite to the front lot line.

“Lot line, side” means a lot line other than the front or rear lot line.

“Lot, through” means a lot bounded on opposite sides by streets. If any lot qualifies to be a corner lot and a through lot, such lot shall be deemed to be a corner lot for the purposes of this by-law.

“Non-residential property” means a property with uses other than residential or multi-residential and includes schools and other institutional uses but does not include public highways or walkways.

“Owner” means an owner, lessee, tenant, mortgagee in possession and the person in charge of any property.

“Pool fence” means a fence surrounding a private, outdoor swimming pool area, and a division fence which complies with the provisions of this By-law respecting pool fences, shall be deemed sufficient fence.

“Private outdoor swimming pool” means a tank, structure or body of water which may be used for swimming purposes and which has a possible maximum depth greater than one half metre (0.5 m) but shall not include an existing natural body of water, a water course or a pond in the areas zone Agricultural, and Open Space in the applicable zoning by-law.

“Residential property” means a property which is zoned for residential purposes.

“Roadway” means and includes a common and public highway, street, avenue, driveway, square, lane or place designed and intended for use by the general public for the passage of vehicles or pedestrians, but shall not include an alley.

“Snow Fence” means a temporary light fence used for the control of snow and which is usually made or constructed of plastic mesh, lightweight wood strip or wire fencing.

“Yard” means any open, uncovered, unoccupied space appurtenant to a building.

“Yard, exterior” means the side yard immediately adjacent to an exterior lot line.

“Yard, front” means a yard extending across the full width of the lot between the front lot line and the nearest wall of any building or structure on the lot for which the yard is required.

“Yard, rear” means a yard extending across the full width of the lot between the rear lot line and the nearest wall of any building or structure on the lot for which the yard is required.

“Yard, side” means a yard extending from the front yard to the rear yard between the side lot line and the nearest wall of any building on the lot for which the yard is required.

Section 3 – Fences Prohibited

- 3.1 No person shall construct, erect, maintain, or keep or shall cause to be constructed, erected maintained or kept, any fence within the City of Kenora unless such fence such fence is in compliance with this by-law, and/or any other by-law which may apply.
- 3.2 No fence shall be maintained or caused to be maintained in a damaged or un-repaired state or condition by reason of fire, decay or otherwise and all fences shall be constructed or caused to be constructed in a sound manner and shall be maintained by painting or other suitable means and shall be straight and true.
- 3.3 No fence shall be maintained or caused to be maintained such that it encroaches on or over a roadway or sidewalk thereby creating a hazard to or impede the passage of pedestrians or vehicular traffic.
- 3.4 No person shall erect or maintain, or cause to be erected or maintained, a Snow Fence from May 1st to October 31st in any year on land used for residential or commercial purposes.
- 3.5 No person shall erect or maintain, or cause to be erected or maintained, a Snow Fence from November 1st to April 30th in the following year on land used for residential or commercial purposes, unless the snow fence is being used for the purpose of controlling snow.
- 3.6 Barbed wire shall not be used on any residential property, and when used on other than residential property, shall be at least 2.4 m above ground level.

- 3.7 Notwithstanding the provisions of Section 3.6, barbed wire may be used and to the inside of commercial and industrial fences but shall be at least 2.4 m above ground level, and on farm fences, in a rural zone, where such property does not abut a residential zone as designated in the applicable Comprehensive Zoning By-law; and this by-law does not prohibit existing barbed wire fences enclosing land assessed for farm purposes at the coming into effect of this by-law and continuing to be so assessed.
- 3.8 Electric current shall not be used as a part of, or in conjunction with, any fence except where such fence is located entirely on agricultural use lands, provided such fence:
- a) has a maximum 12 volt trickle charge,
 - b) is designed and erected solely to contain animals, and;
 - c) has attached thereto, at approximately 15.25 m intervals, a sign warning that the fence carries electricity.

Section 4 – Fence Height – Residential property

- 4.1 A solid fence may be erected up to a maximum height of 1.8m if located back of the established front building line, established in the applicable Comprehensive Zoning By-law. If located between the established front building line and the street line the maximum height shall be 0.9 m in any zone.
- 4.2 A lattice, louvered or other open type of fence construction may be erected up to a height of 2.0 m if located back of the established front building line or if between the front building line and the street line up to 0.9 m in height.
- 4.3 No fence shall be erected or shall be maintained higher than .9 m as measured from the grade level of the roadway abutting such fence on a corner lot, within the triangular space formed by the outer edge of the street pavement or curb line for a distance of 5.0 m from their point of intersection.
- 4.4 Notwithstanding the provisions of Sections 4.1 and 4.2 above, on a corner lot a fence not exceeding .9 m in height may be erected to the property line provided the fence conforms to the provisions of Section 4.1 above.

Section 5 – Fence Height – Non- residential properties

- 5.1 No fence erected on a commercial, industrial or institutional property shall exceed 3.04 metres (10 feet) in height in the rear or exterior side yard.
- 5.2 Fencing in the front yard and exterior side yard shall not exceed 1.2 metres (4 feet) except where such property is lawfully used for the purposes of open storage or storage of vehicles, the maximum height shall be 2.4 metre (8 feet).
- 5.3 Where a residential property is adjacent to a non-residential property, a fence may be permitted to a maximum height of 3.04 metres (10 feet) in a rear or side yard.

- 5.4 A lattice, louvered or other open type of fence construction may be erected up to a height of 2.0 m if located back of the established front building line or if between the front building line and the street line up to 0.9 m in height except that a fence erected of chain link with a maximum height of 2.4 m will be permitted when used to enclose or protect a property for non-residential purposes.

Section 6 – Fencing of Private Outdoor Swimming Pools

- 6.1 Notwithstanding any other provisions of this by-law, no person shall construct or maintain a private outdoor swimming pool unless the pool, or the land on which the pool is located is effectively fenced or enclosed in accordance with the following provisions:
- a) A fence shall be structurally adequate to perform its intended function to prevent unauthorized entry to the swimming pool area;
 - b) Every fence shall be not less than 1.52 m in height;
 - c) Every fence shall be so constructed that all horizontal or diagonal structural members shall be located on the inside or pool side of the fence;
 - d) Every outside face of a fence shall be so constructed that it cannot be used in a manner similar to a ladder. For the purpose of this section, a shadow-type fence is deemed to comply provided the horizontal members are 1.1 m apart;
 - e) Horizontal members shall be located on the pool side of the fence;
 - f) The bottom of the fence members shall not be more than 102 mm (4 inches) above finished grade;
 - g) Every fence shall be constructed so that the only means of entry is by gates or doors of 1.52 m in height, each gate shall be equipped with a lock and self-latching device and kept secured when the pool is not in use;
 - h) A the wall of any dwelling, building or accessory building may be utilized to effectively enclose any pool;
- 6.2 A hedge shall not be used as or considered to be a fence for the purpose of this Section;

6.3 Prohibitions

- 6.3.1 **No construction without permit** – No person shall construct or cause to be constructed, a swimming pool, without first having obtained a swimming pool fence permit from the Chief Building Official, or designate.
- 6.3.2 **Swimming pool not enclosed by fence** – No person shall construct or cause to be constructed a swimming pool which is not completely enclosed by a swimming pool fence, in accordance with this by-law.

- 6.3.3 **Have or keep a swimming pool without permit** – No person shall have or keep a swimming pool without having a swimming pool fence permit from the Chief Building Official or designate, in accordance with this by-law.
- 6.3.4 **Have or keep a swimming pool not enclosed by fence** – No person shall have or keep a swimming pool that is not completely enclosed by a swimming pool fence, in accordance with this by-law.
- 6.3.5 **No construction without temporary fencing** – No person shall fail to enclose a swimming pool with temporary fencing during construction.
- 6.3.6 **Construction fence non-conforming** – No person shall construct or cause to be constructed a swimming pool with a swimming pool fence that does not conform to the requirements of this by-law.
- 6.3.7 **Gate without self-closing /self- latching device** – No person shall fail to equip a swimming pool fence single gate access with a self-closing device and a self-latching device.
- 6.3.8 **Gate self-latching device – distance above ground** – No person shall construct, have or keep a swimming pool fence gate with a self-latching device less than 122 centimeters (48 inches) above ground level, in accordance with this by-law.
- 6.3.9 **Storage of materials against outside of pool fence** – No person shall place or store materials against the outside of a swimming pool fence.
- 6.3.10 **Replacement of existing fence without a permit** – No person shall replace a swimming pool fence without having first obtained a swimming pool fence permit from the Chief Building Official, or designate.
- 6.3.11 **Swimming pool fence – maintain in accordance with the by-law** – No person shall fail to keep, have or maintain a swimming pool fence in accordance with this by-law.
- 6.3.12 **Two gates – self- closing/self-latching device – permanently affixed** – No person shall construct or maintain a double swimming pool fence gate access without one of the two gates having a self-closing and self-latching device. The gate of this double gate access without a self-closing device and a self-latching device must have a device permanently affixed to the ground or other non-movable object that prevents access through this gate without lifting or removing this device and then releasing the latch.
- 6.3.13 **Use of materials – pool fence** – No person shall construct, cause to be constructed, or maintain any pool fence which does not conform to the requirements of section 6.1 of this by-law.
- 6.3.14 **Completion of pool – filling with water** – No person shall place water in a swimming pool or cause to permit water to remain in the pool unless the required swimming pool fence is completely constructed in compliance with the requirements of this by-law.

The required swimming pool fence under this section shall not include a temporary fence.

Section 7 – Exemptions

- 7.1 The provisions of this by-law shall not apply to the erection of fences for public safety by the Corporation of the City of Kenora or any local boards thereof, any Public Utility Commission including telephone, gas and hydro and all Boards of Education.
- 7.2 Where one property abuts another such that the provisions of this by-law provide for two different height requirements, the higher of the two requirements shall apply.
- 7.3 This by-law shall not apply to garden structures, as defined in section 2.2 of this By-law.
- 7.4 Notwithstanding anything in this section, a fence exceeding 4.5 metres, in a rear yard, shall be permitted when such a fence is normally required as part of a private outdoor recreation facility provided such fence shall not be permitted within 2.4 metres (8 feet) of a property boundary.
- 7.5 Council may, upon application by any owner of land, enact a resolution to grant an exemption from the height restrictions set out in this by-law, subject to any conditions imposed by Council.

Section 8 - Maintenance

- 8.1 All fences shall be protected by paint, or other weather-resistant materials unless the aesthetic characteristics of the fence are enhanced by the lack of such material
- 8.2 All fences shall be kept in structurally sound condition and plumb, unless specifically designed to be other than vertical;
- 8.3 All fence shall be kept in good repair and free of accident hazards
- 8.4 All fences shall be kept so as not to present an unsightly appearance.

Section 11 – Line Fences Act

- 11.1 Per Section 98(1) of the Municipal Act, R.S.O., 2001, Chapter M.45, and amendments thereto, and by the adoption of this By-law, the City of Kenora hereby enacts that the *Line Fences Act* does not apply to all or any part of the municipality.

Section 10 – Heritage Areas

- 10.1 Any fence constructed or repaired within an area designated as a heritage conservation district, pursuant to Part V of the Ontario Heritage Act is subject to all requirements for obtaining a permit pursuant to such legislation.

Section 11 - Validity

- 11.1 Where a provision of this By-law conflicts with the provision of another By-law in force within the municipality, the provision that establishes the higher standard to protect the safety of the general public shall prevail.

Section 12 – Severability

- 12.1 Should any section, subsection, clause or provision of this By-law be declared by a Court of competent jurisdiction to be invalid the same shall not affect the validity of this By-law as a whole or any part thereof, other than the part so declared to be invalid.

Section 13 – Administration, Enforcement & Penalties

- 13.1 This By-law shall apply to all property within the limits of the municipality.
- 13.2 Any Provincial Offences Officer with the City of Kenora may enforce the provisions of this by-law.
- 13.3 Any person who contravenes any provisions of this by-law is guilty of an offence and is liable on conviction, to a fine of not more than Five Thousand Dollars (\$5,000.00) exclusive of costs and recoverable under the Provincial Offences Act.

Section 14 – Variances

- 14.1 The City of Kenora's Planning Administrator and the Chief Building Official, or in their absence, the Community & Development Services Manager, are hereby delegated as being appointed officers of the City to exercise Council's powers or authority under 23.1 of the Municipal Act, 2001 as amended, to approve variances to the City of Kenora Fence By-law and to impose conditions to the variance(s).
- 14.2 Notwithstanding the provisions of Section 14.1 of this By-law, where an application is referred back, or requested to be referred back to Council, Council's power and authority with respect to all powers or authority under section 23 of the Municipal Act, shall be retained.
- 14.3 Notwithstanding the provisions of Section 14.1 of this By-law, Council shall retain all powers and authority under the Municipal Act where:
- a) That the City of Kenora's Planning Administrator and/or the Chief Building Official at his/her sole discretion refers the matter to Council; or
 - b) That the applicant requests in writing that the matter be referred to Council for a review of the decision or decision; or
 - c) That any member of City Council may make a request in writing, to the Community & Development Services Manager, that the request for a variance to the City of Kenora Fence By-law be referred to the Council. Upon receipt of such request, the Community & Development Services Manager, or, in the absence of the Manager,

Planning Administrator and/or the Chief Building Official shall refer the matter to Council for decision.

- 14.4 That notice of receipt of an Application for variance from the City of Kenora Fence By-law shall be circulated to the Mayor and members of City Council at the same time as it is circulated to the internal technical departments and external agencies for review and comment.
- 14.5 That the scope of the delegated authority shall not be exceeded by the delegate.
- 14.6 That delegates shall ensure the consistent and equitable application of Council policies and guidelines.

This By-law shall come into effect upon final reading thereof.

That By-Law Number 94-2006 and 31-2014 is hereby repealed.

By-law read a First and Second Time this 17th day of November, 2015

By-law read a Third and Final Time this 17th day of November, 2015

The Corporation of the City of Kenora:-

David S. Canfield, Mayor

Heather Kasprick, City Clerk



October 31, 2015

City Council Committee Report

To: Mayor & Council

Fr: Heather Kasprick, Manager of Legislative Services

Re: Rotation of Committee Appointments

Recommendation:

That Council directs administration to prepare a rotation of Committee Appointments effective January 1, 2016 and notify each board of the new appointments.

Background:

The George Cuff report outlines recommendations to move away from the "portfolio" type of governance and recommends Council becoming one body of Council with no specific "expertise" area which Council supports moving towards and will take effect as of January 1, 2016. Further to this recommendation, the Cuff report also outlines the Governance Zone-Primary Obligation:

It seems that members of Councils make a tragic and yet oft-repeated mistake whenever they forget that their appointment to other bodies by a Council stems from and is dependent upon their membership on that Council. There are certain organizations wherein their bylaws or the legislation appointing them requires an obligation to act in a manner consistent with the aims of that organization (e.g. Regional Municipality Council in Ontario, Regional District Board in BC), the majority of bodies (agencies, boards and committees)(ABCs) to which a Council appoints are either creations of the municipality or are independent entities in the municipality and have their own jurisdiction (e.g. the Chamber of Commerce, the Ratepayers Group, etc.).

There are certain protocols to follow as a Council relative to such organizations:

1. The role of the Council as a whole should be identified by all members of Council as primary. Nothing should be done which relegates in any way the status of the Council as the primary body.
2. In the case of a City-appointed committee (ABC) or a situation where the City is asked to appoint one of its members to an ABC established under its own bylaw, the Councillor should not allow their name to be nominated for the role of Chair. That should be the responsibility of a member of the public who can legitimately give their full attention to that ABC and who does not have a prior obligation to serving the Council as her primary obligation.
3. The Councillor is to be a liaison and not an advocate, otherwise the ability of a Councillor to hear competing points of view from their colleagues and the administration will be compromised. No member of Council should provide any assurance to any such ABC. Each member of Council needs to be open to the dialogue which they will hear at the table and thus any prior commitment to anyone else would constitute a breach in that commitment.
4. The spokesperson for the ABC is the person elected as its chair. That person should be invited to speak to Council and present their issue, particularly if it is an important one.

5. No member of a Council should chair an outside ABC given the appearance and reality that such an appointment conveys the distinct impression to all and sundry that the Councillor/Chair will be representing us "in front of Council" and taking our cause to their colleagues. That being the case (and it is), how does such a Councillor then presume to suggest that their primary obligation is to Council, which, by the way, is how they were appointed in the first place.
6. In the event, however, where the only members on the committee are elected officials say from other communities in the region, then the Councillor should be quite willing to assume the leadership role as the only other option is another elected official. At the same time, the Councillor must be cognizant of the fact that their role as a Councillor of the local municipality is their primary role (i.e. that's what got them to the dance).
7. The Mayor or Council as a whole should change appointments to ABCs on an annual basis given that the Councillor is not elected to become an expert on the affairs of another body but, rather, to be a solid thinker relative to the governance aspects of any request made to a Council. Simply sticking a member of Council on a particular board or committee and leaving him/her there on the basis that "they are becoming more aware of the issues" represents very poor thinking and even more questionable governance. (The only exception to this rule is with regard to bodies that consist solely of members of Council from various jurisdictions. In that instance, having someone on long enough to become the Chair of that organization may make some sense and be of value to the local municipality i.e. we get our message heard more readily than the voices of other municipal members).
8. Any commitments made outside of the Council Chambers and before the matter is actually being discussed by all members of Council such that they can find out the thinking of each other and debate the merits of the logic or illogic being espoused is a fatal flaw in the governance process. If the primacy of the Council meeting is not respected, its capacity for sound judgment and its place as THE voice of the community will not simply slip away, it will become recognized for what it is, a rubber-stamping mechanism used solely to keep matters "legal".

It makes a mockery of what ought to be the most significant centerpiece of local government if we tolerate anything that detracts from the right of a Council to discuss and debate an issue or to hear the views of others.

As recommended in section 7 is that these appointments should change on an annual basis given that the Councillor is not elected to become an expert on the affairs of another body.

As per the Police Services Act, R.S.O. 1990, Three-member boards in smaller municipalities

(4) The board of a municipality whose population according to the last enumeration taken under section 15 of the *Assessment Act* does not exceed 25,000 shall consist of,

- (a) The head of the municipal council or, if the head chooses not to be a member of the board, another member of the council appointed by resolution of the council;

As per the Public Libraries Act, R.S.O. 1990, c.P.44, the term:

- (3) A board member shall hold office for a term concurrent with the term of the appointing council, or until a successor is appointed, and may be reappointed for one or more further terms. R.S.O. 1990, c. P.44, s. 10 (3).

For these two boards in particular Council would need to leave Councillor McMillan as the appointment to the Public Library Board and may choose to leave the appointment with Mayor Canfield as the head of Council to the Police Services Board.

Budget: N/A

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

Strategic Plan or other Guiding Document:

George Cuff Governance Audit Report, Governance Zone – Primary Obligation (Part One)



October 14, 2015

City Council Committee Report

To: Mayor and Council

Fr: Lauren D'Argis, Corporate Services Manager

Re: September 2015 Monthly Financial Statements

Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as September 30, 2015.

Background:

Attached for your information, please find the September 2015 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 September are better than budget.
- User fee revenues to the end of September are below budget.

Expenditures:

- At the end of September, the year is three quarters finished. Assuming that expenditures are relatively level for the year, a result of (25%) 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 27% of the expense budget unspent.
The Administrator's Office is over budget due to the contracted service invoices from Clearlogic but these will be offset by a release from reserves per a budget amendment. The release will not show on this report.
Finance is under budget despite the overage in Assessment Office Charges that is due only to timing.
Council travel is over budget to the end of September with 14% of the year's budget remaining to be spent.
- **Protection** – The Protection Department expenditures are overall slightly under than budget with 26% remaining to be spent.
OPP is over budget due a change in their billing statements for 2015. This will be offset by a release from reserves which will not show on this report.
- **Transportation** – The Transportation Department expenditures are under budget with 27% remaining to be spent.
Line painting (part of Safety Devices Maintenance) has spent more than the entire year's budget. It is expected that this overage will be offset by other underages in the transportation area.

Conventional Transit expenses are under the original budget despite an unplanned engine replacement, which will be offset by a release from reserves per a budget amendment. The release will not show on this report.

Roads insurance expenses already exceed the annual budget due to more settlements than expected.

The maintenance budget for paved roads is over budget due in part to Patching & Washouts and Sweep/Clean/Flush which has spent more than the annual budget. Winter control only has 40% of the 2015 budget remaining, but this is expected due to the timing of these expenses. For a comparison, it was at 6% remaining at this time last year. There will also be a small adjustment to improve these results during year end to record some sand and salt inventory that appears as expense in these numbers.

PW Barsky Facility is under budget despite to additional work to the training room. Engineering is under budget despite the timing of the purchases of Trimble survey equipment and the full year for the ESRI GIS license.

- **Environmental** – The Environmental Department expenditures are overall under budget with 34% remaining to be spent.
Kenora Sanitary is under budget despite an insurance claim settlement.
Sewer Lift Stations are under budget despite unplanned grinder pump costs.
Kenora Waterworks is better than budget despite the purchase of two new handheld meter reading devices to replace current equipment that was beyond economical repair.
The Water Treatment Plant appears to be under budget but this is due at least partly to the timing of the Payment in Lieu (like property taxes) charges that do not post until later in the year.
- **Health expenditures** – Health expenditures are on budget with 27% remaining to be spent.
- **Social and Family** – Social and Family expenditures appear to be over budget but this is due to the timing of the transfers to the Home for the Aged. By year-end, these expenditures will be on budget.
- **Recreation & Cultural** – Overall Recreation & Cultural expenditures are overall slightly under budget with 27% remaining to be spent.
KRC External Facilities appear to have spent more than the entire 2015 budget already due to the resurfacing of the tennis courts. Offsetting grant money from the Community Foundation is expected, but even when it does arrive, it will not be included in this expense report.
KRC Thistle Arena is over budget due to several unforeseen issues including metal gates and mesh to the Zamboni entrance due to a safety concern, the failure and repair of the overhead door and then a sewer backup for which only some costs are covered by insurance.
Harbourfront appears to be over budget but this is due to the timing of the contract for flower beds, shrub beds and garden planting and maintenance.
- **Planning & Development** – Planning & Development expenditures are overall under budget with 29% remaining to be spent.

User Fees:

- Overall, user fees are below budget projections with 27% of the budget still to be collected.
- The following areas are better than budget: Transportation, and Planning & Development.
- The following areas are lagging to budget: General Government, Protection, Environmental and Recreation & Culture.

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

Strategic Plan or other Guiding Document:

Fiscal Responsibility: We manage the municipal finances in a responsible, prudent and transparent manner.



October 5, 2015

City Council Committee Report

To: Mayor and Council

Fr: Lauren D'Argis, Corporate Services Manager

Re: Water & Wastewater Long Range Financial Plan 2015-2021

Recommendation:

That Council hereby approves the Water and Wastewater Long Range Financial Plan Forecast as required under the Safe Drinking Water Act and Ontario Regulation 453/07.

Background:

The Safe Drinking Water Act was passed in 2002 to address some of the recommendations made by the Walkerton Inquiry report. One of the main requirements of the Act is the mandatory licensing of municipal water providers. In order to become licensed, a municipality must satisfy 5 requirements: 1) obtain a water works permit; 2) acceptance of the operational plan for the system based on the Drinking Water Quality Management Standard; 3) accreditation of the operating authority; 4) prepare and provide a financial plan (mandatory for water and encouraged for wastewater), and; 5) obtain a permit to take water.

The substance of the financial plan includes reporting on an inventory of current infrastructure and how it will be maintained and managed going forward (a minimum of 6 years). Municipalities would then be able to report on the full cost of services and how these costs will be recovered and paid for.

The firm of BMA Consulting was hired to prepare the financial plan and it is attached in its entirety in draft form.

Report Summary:

The report identifies that there remains a funding gap for Water & Wastewater infrastructure in Kenora. The City has been proactive in working to address this gap since 2011, when this study was last done.

The report recommends price increases from 2016 to 2020 of 10%, 8%, 8%, 5.5% and 5.5% respectively. This means that a monthly Water and Sewer bill for a family that uses 10 cubic meters of water in the month will rise from \$87.92 in 2015 to \$125.55 in 2020.

Budget:

There are no direct budget implications from this report. It will impact the Water & Wastewater budgets for 2016-2020.

Communication Plan/Notice By-law Requirements:

Once approved the financial plan and corresponding resolution must be submitted to the Ministry of Municipal Affairs and Housing.

The financial plan must also be made available to the public through publication on the internet as well as upon request at no charge.

Strategic Plan or other Guiding Document:

2-1 The City will ensure that our municipal infrastructure is maintained using available resources with the intent of moving towards all City infrastructure being in a good state of repair to ensure certainty, security and long-term stability of our systems

2-2 The City will keep in the forefront that there is a significant infrastructure deficit, and current and future Councils will need to continue to work towards allocating sufficient resources to be able to adequately address this issue

***City of Kenora
Water and Wastewater Long Range Financial Plan
Forecast***

O. Reg. 453/07 Financial Plan # 156-301

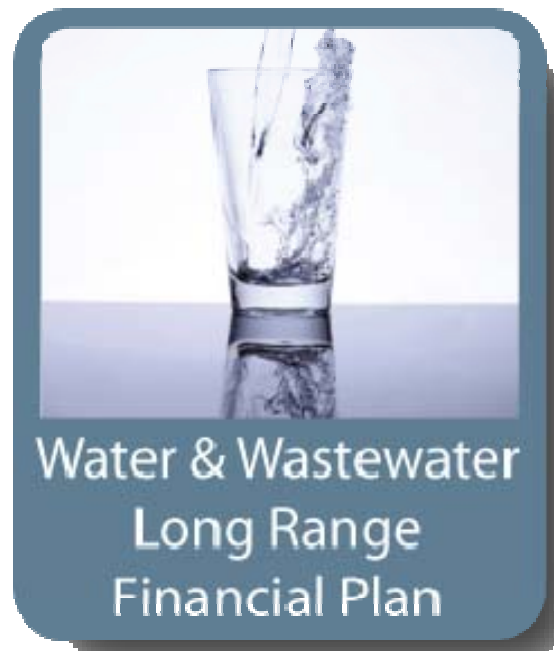


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Introduction to Long Range Financial Planning

Review of Regulatory and Legislative Requirements

The City of Kenora, along with other Ontario municipalities that are responsible for the provision of drinking water, is required to meet the requirements set out in the Financial Plans Regulations O.Reg.453/07. While the regulations are directed at **water systems**, the approach, as encouraged by the Province and being undertaken by the City was to undertake a similar process for the City's **wastewater systems**.

The financial environment for municipal government has fundamentally changed. The City of Kenora has to fund programs and services it provides within a limited funding framework—namely, it must address rising costs, the demands of growth, increased service responsibilities related to regulatory and legislative requirements and an aging infrastructure with relatively flat revenue streams.

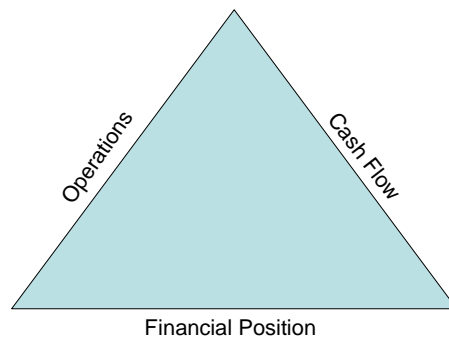
The City of Kenora is taking a proactive approach and has recognized the need for a long-term financial planning process that assesses the financial implications of current and proposed policies as well as Council approved decisions in its water and wastewater operations. The goal is to ensure that the City's water and wastewater operations are in a sound financial position and services can be provided on a sustainable basis.

Ontario Reg. 453/07 provides the following parameters with regards to s.30 (1) part b of the Safe Drinking Water Act for new water systems:

- The financial plan must be approved by Council resolution (or governing body) indicating that the drinking water system is financially viable;
- The financial plan must include a statement that the financial impacts have been considered and apply for a minimum six year period (commencing when the system first serves the public);
- The financial plan must include detail regarding proposed or projected financial operations itemized by total revenues, total expenses, annual surplus/deficit and accumulated surplus/deficit (i.e. the components of a "Statement of Operations" as per PSAB) for each year in which the financial plans apply;
- The financial plan is to be made available to the public upon request and at no charge;
- If a website is maintained, financial plans are to be made available to the public through publication on the Internet at no charge; and
- Notice of the availability of the financial plans is to be given to the public.

The components of the financial plans indicated by the regulation are consistent with the requirements for financial statement presentation as set out in section PS1200 of the Canadian Institute of Chartered Accountants (CICA) Public Sector Accounting Handbook.

The categories can be found in three statements:



The Statement of Operations summarizes the revenues and operating expenses for a given period. The Statement of Financial Position reports on whether enough revenue was generated in a period to cover the expenses in the period and whether sufficient resources have been generated to support current and future activities. The Statement of Cash Flow reports on how activities were financed for a given period which provides a measure of the changes in cash for that period.

The categories of financial information have been developed;

- to ensure that they provide a sound picture of the financial position of a drinking water system;
- to ensure that they are aligned with municipal financial statements prepared on a full accrual accounting basis, beginning on January 1, 2009; and
- to ensure consistent financial planning for municipal water services.

The goal is to provide the City with a realistic and informed view of operating and capital expenditures needed over time to maintain the integrity and health of its physical infrastructure and to accommodate growth and new environmental standards. As such, a Long Range Financial Plan (LRFP) creates a more purposeful approach to long-term financial management and helps align short term actions with long term financial strategies.

This document puts the City's water and wastewater financial condition in perspective, discusses the current challenges and risks and provides a sustainable financial forecast. The plan also provides a framework for guiding the annual budget and the financial planning over a longer horizon. The LRFP helps to understand the implications that today's decisions have on future budgets. The LRFP has been prepared to meet the regulatory requirements. It does not represent a formal multi-year budget. The approval of the budget is undertaken annually. The LRFP is a living document that needs to be updated as assumptions and economic conditions change.

Principles of Financial Sustainability

The Ministry of the Environment released a guideline (“Towards Financially Sustainable Drinking-Water and Wastewater Systems”) that provides possible approaches to achieving sustainability. The Province’s Principles of Financially Sustainable Water and Wastewater Services are provided below:

- **Principle #1:** Ongoing public engagement and transparency can build support for, and confidence in, financial plans and the system(s) to which they relate.
- **Principle #2:** An integrated approach to planning among water, wastewater, and storm water systems is desirable given the inherent relationship among these services.
- **Principle #3:** Revenues collected for the provision of water and wastewater services should ultimately be used to meet the needs of those services.
- **Principle #4:** Life-cycle planning with mid-course corrections is preferable to planning over the short-term, or not planning at all.
- **Principle #5:** An asset management plan is a key input to the development of a financial plan.
- **Principle #6:** A sustainable level of revenue allows for reliable service that meets or exceeds environmental protection standards, while providing sufficient resources for future rehabilitation and replacement needs.
- **Principle #7:** Ensuring users pay for the services they are provided leads to equitable outcomes and can improve conservation. In general, metering and the use of rates can help ensure users pay for services received.
- **Principle #8:** Financial Plans are “living” documents that require continuous improvement. Comparing the accuracy of financial projections with actual results can lead to improved planning in the future.
- **Principle #9:** Financial plans benefit from the close collaboration of various groups, including engineers, accountants, auditors, utility staff, and municipal council.

The LRFPP will be instrumental in the City’s ability to meet the Provincial reporting requirements included in O.Reg. 453/07 for water operations and has been developed in recognition of the above noted principles.



Importance of a Long Range Financial Plan

A LRFP is a framework to guide the City in planning and decision-making to help ensure that the City:

- Has a plan to protect and maintain its assets;
- Has a reasonable degree of stability and predictability in the rate burden;
- Has a fair sharing in the distribution of resources between current and future ratepayers;
- Has sustainable cash flows in the long term;
- Maximizes its financial flexibility;
- Minimizes financial vulnerability during economic downturns; and
- Maintains programs and services at their desired levels.

General Approach to Preparing the City's LRFP

The LRFP identifies the key financial strategies that will influence the building of a sustainable long-term financial future and takes into account:

- Expected expenses and capital outlays for each year of the plan;
- Expected revenues for each year and their source;
- Performance measures to enable assessment of the Council's strategic priorities;
- Assumptions that have been used in the development of the LRFP; and
- Sensitivity analysis on key assumptions most likely to affect long-range financial planning and sustainability to ensure that the City is aware of the key levers that will impact the LRFP and that should be monitored over time.

The LRFP is Dynamic—Regular Updates Will Be Undertaken

Although great effort has been made to present accurate financial projections, based upon the data available at this time, a LRFP is a dynamic document and should be updated and re-evaluated, on an ongoing basis. Once a system is licensed, the Municipality's Financial Plan is required to be updated every five years, in conjunction with every application for licence renewal.

The intent is to provide Council with regular updates to this document, so it will be useful in the ongoing cycle of business planning and budgeting.

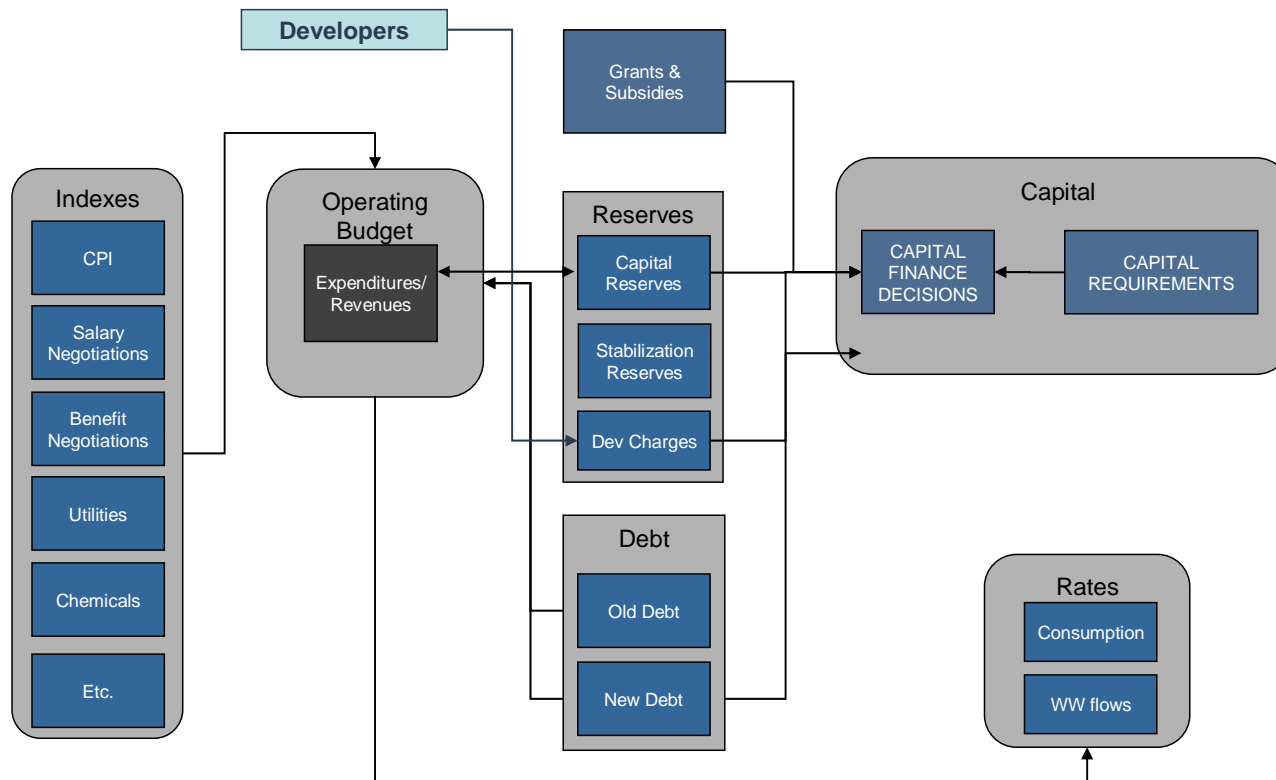
Although financial plans are only required to be updated in conjunction with every application for licence renewal (i.e. every 5 years), there are potential circumstances that could occur within the short to medium term that would affect the assumptions in the projections for operating and capital. Council priorities, planning policies, changes to service levels, consumption projections and infrastructure requirements, will certainly lead to changes and the LRFP should be adjusted to reflect these changes as they occur.



Water and Wastewater Forecast

Model Development

The LRFP is developed based on an analysis of all factors impacting the capital and operating budget, including financing plans, consumption and wastewater flow forecasts. This forecast also includes assumptions with respect to growth and development charge revenues, interest rates impacting reserves and debt issuance. As shown below, due to the inter-relationship between all components of the plan, changes in any of the assumptions will potentially have an impact throughout the LRFP.



Financial Analysis

The City of Kenora has taken a proactive approach, recognizing the need to develop a long-range financial plan, to address the challenges that the City is facing in the water and wastewater operations. The following summarizes the current financial position of the water and wastewater operations:

- **Asset Renewal/Replacement**—The City has \$36.5 million in water assets (based on historical costs) and \$31.1 million in wastewater assets. On a replacement cost basis, this is estimated to be \$127 million in water assets and \$113 million in wastewater assets. There are currently insufficient transfers to the capital reserves to achieve full lifecycle replacement of these assets. Recommendations have been made to support the timely replacement of existing assets.
- **Debt Charge**—The City currently has approximately \$494,000 in debt outstanding related to the water operations. No additional debt is anticipated over the forecast period.
- **Reserves**—The City’s Water and Wastewater Reserves are low in relation to the assets they support. Recommendations have been made to establish parameters for reserve transfers.

Asset Renewal/Replacement

The full cost of managing the City’s water and wastewater systems has been taken into consideration in calculating the revenue requirements for the supply of water and the treatment of wastewater, using the Asset Management Plan data provided by the City.

The City’s assets include approximately 131 kms of water pipelines and 137 kms of wastewater pipelines. In addition, the City has treatment plants, valves, hydrants, standpipes, vehicles/equipment and manholes. The following table provides a summary of the water and wastewater assets.

	Historical Cost (000's)	Current Replacement Cost (000's)	Historical Amortization Expense (000's)	Replacement Cost Amortization Expense (000's)
Water	\$36,500	\$127,000	\$539	\$1,948
WW	\$31,100	\$113,000	\$522	\$1,685
Total	\$67,600	\$240,000	\$1,061	\$3,633

As shown above, the historical cost of the water/ww assets is \$67.6 million however the replacement cost is estimated to be \$240 million.

Analysis of Funding Requirements

The annual amortization provides an estimate of the amount of monies that should be annually set aside for the future replacement/refurbishment of the existing assets. The annual amortization based on historical costing is \$1.1 million and the annual amortization based on replacement cost is \$3.6 million.

As shown below, the combined annual funding gap in 2015 is projected at \$1.9 million based on replacement costing. The funding gap, based on historical costing has been eliminated. This reflects a significant improvement compared to the previous financial plan.

The recommended strategy is to gradually increase reserve contributions to meet the replacement requirements of assets as they become due for replacement over the next six years.

Ratepayer affordability was taken into consideration and therefore a phase-in strategy has been developed to gradually move toward a fully funded asset management financial plan to address the annual underfunding of the capital program.

	Water (000's)	WW (000's)	Combined (000's)
Annual Contributions to Capital			
To Capital Reserves	\$ 1,051	\$ 569	\$ 1,620
To Debt Principal Payments	\$ 76		\$ 76
Total Contribution to Capital	\$ 1,127	\$ 569	\$ 1,696
Historical Amortization Expense	\$ 539	\$ 522	\$ 1,061
Replacement Amortization Expense	\$ 1,948	\$ 1,685	\$ 3,633
Funding Gap (Historical Amortization)	\$ 588	\$ 47	\$ 635
Funding Gap (Replacement Amortization)	\$ (821)	\$ (1,116)	\$ (1,937)

The six year forecast incorporates additional strategies to eliminate the replacement cost funding gap.

Reserves and Revenue Stability

A Reserve and Reserve Fund is a financial provision or amount that is designated for a future purpose that extends beyond the current fiscal year. While its balance may vary over the course of a year, the Reserve/Reserve Fund is carried forward from one fiscal year to the next to facilitate multi-year financial planning. Reserves/Reserve Funds can be established to meet specific liabilities such as the replacement/acquisition of capital assets or to protect against known risks or unforeseen circumstances that may create financial difficulties. The purpose for maintaining reserves/reserve funds includes:

- To provide rate stabilization in the face of variable and uncontrollable factors;
- To provide financing for one-time or short term requirements without permanently impacting the water/ww rates;
- To make provisions for replacements/renewals/acquisitions of assets/infrastructure that are currently being consumed;
- To avoid spikes in funding requirements for large capital projects by reducing their reliance on long-term debt borrowings;
- To smooth the rate impact of major capital projects on the operating budget;
- To provide a source of internal financing;
- To ensure adequate and sustainable cash flows; and
- To provide **financial sustainability**.

The City's water and wastewater capital reserves are used for rate stabilization and capital expenditures. The City's consolidated Water/Wastewater Reserves at the end of 2014 was \$1.9 million. Given the capital requirements in 2015, the reserves are forecast to decline considerably.

The recommended strategy is to gradually increase the contributions to reserves to have sufficient funds to support the capital program as well as to provide revenue stability for the operations.

The strategy is built on the principle that the reserves will be used to fund the replacement or refurbishment of existing assets and will be funded through calculated annual contributions from the Operating Budget based on capital replacement costs.

Based on affordability considerations, a phase-in strategy is required. To ensure that the reserves are sufficient to fund capital replacement requirements, it is recommended that a target balance equal to the six year average of one year's capital requirements be maintained in the reserves. A phase-in strategy will be required to achieve this target

Key Operating and Capital Budget Forecast Assumptions

The following provides the key assumptions in the Forecast:

- **Capital Projects**—Water and Wastewater Capital Forecast is based on the capital needs as identified by the City for the year 2016-2019 and the projected amortization cost based on replacement value for year 2020 and 2021. The plan includes \$9.7 million for water and \$9.3 million for wastewater capital expenditures for over the next 6 years.
- **Water & Wastewater Capital Reserves**—The opening balance for 2015 Water and Wastewater Capital Reserves and Reserve Funds are based on the year-end balance for 2014. Contributions to reserves gradually increased annually to ensure full funding of the capital requirements and to gradually build reserve balances
- **Sources of Financing**—Capital Reserves were used as the primary source of financing.
- **Expenditure Increases**—based on:
 - Salary, wage and benefit increases based on future projected increases (2% annually);
 - Chemical expenses (2% annually);
 - Telephone & Utilities (2% annually);
 - Insurance (2% annually); and
- **Disposals**—assumes no disposals of tangible capital assets.
- **Useful Life**—based on the City’s tangible capital asset policies.
- **Service Standards**—Water and wastewater programs are maintained at their current service levels.

Summary of Water Operating Budget

The City’s objective in establishing the Water and Wastewater rates is to avoid large fluctuations from year to year and to ensure rates are set at a level to adequately cover current operating costs, maintain and repair the City’s existing asset base and replace assets where appropriate. Efforts are being made in this plan to gradually grow/maintain the reserves to provide a source of funding for the ongoing replacement/refurbishment of capital assets. The following tables reflect the operating forecast. As shown below, rate revenue requirement increases are forecast at 10% in 2016 and 6% annually from 2017-2021.

Water Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Revenues							
Water - Metered Revenue	\$ 1,477,532	\$ 1,625,285	\$ 1,722,802	\$ 1,826,170	\$ 1,935,741	\$ 2,051,885	\$ 2,174,998
Water Monthly Service Chrg	\$ 1,929,504	\$ 2,122,454	\$ 2,249,802	\$ 2,384,790	\$ 2,527,877	\$ 2,679,550	\$ 2,840,323
Water Purchased	\$ 63,612	\$ 64,884	\$ 66,182	\$ 67,506	\$ 68,856	\$ 70,233	\$ 71,637
Other Service Charges	\$ 36,825	\$ 37,562	\$ 38,313	\$ 39,079	\$ 39,861	\$ 40,658	\$ 41,471
TOTAL REVENUES	\$ 3,507,473	\$ 3,850,185	\$ 4,077,099	\$ 4,317,545	\$ 4,572,334	\$ 4,842,325	\$ 5,128,429
Expenditures							
Water							
Waterworks	\$ 1,359,441	\$ 1,386,630	\$ 1,414,362	\$ 1,442,650	\$ 1,471,503	\$ 1,500,933	\$ 1,530,951
Water Standpipes/Booster Stations	\$ 40,000	\$ 40,800	\$ 41,616	\$ 42,448	\$ 43,297	\$ 44,163	\$ 45,046
Water Treatment Plant	\$ 1,071,471	\$ 1,071,471	\$ 1,071,471	\$ 1,071,471	\$ 1,071,471	\$ 1,071,471	\$ 1,071,471
Water & Sewer Vehicles	\$ (14,407)	\$ (14,695)	\$ (14,989)	\$ (15,289)	\$ (15,595)	\$ (15,906)	\$ (16,225)
TOTAL OPERATING EXPENDITURES	\$ 2,456,505	\$ 2,484,206	\$ 2,512,460	\$ 2,541,280	\$ 2,570,676	\$ 2,600,660	\$ 2,631,244
Transfers to Reserves	\$ 1,050,968	\$ 1,365,980	\$ 1,564,638	\$ 1,776,265	\$ 2,001,658	\$ 2,241,665	\$ 2,497,185
TOTAL EXPENDITURES	\$ 3,507,473	\$ 3,850,185	\$ 4,077,099	\$ 4,317,545	\$ 4,572,334	\$ 4,842,325	\$ 5,128,429
Rate Revenue Requirements %		10.0%	6.0%	6.0%	6.0%	6.0%	6.0%

Summary of Wastewater Operating Budget

The City’s objective in establishing the Water and Wastewater rates is to avoid large fluctuations from year to year and to ensure rates are set at a level to adequately cover current operating costs, maintain and repair the City’s existing asset base and replace assets where appropriate. Efforts are being made in this plan to gradually grow/maintain the reserves to provide a source of funding for the ongoing replacement/ refurbishment of capital assets. The following tables reflect the operating forecast. As shown below, rate revenue requirement increases are forecast at 10% from 2015-2018 and then 5% thereafter.

Wastewater Budget	2015 Budget	2016 Budget	2017 Budget	2018 Budget	2019 Budget	2020 Budget	2021 Budget
Revenues							
Residential Surcharge	\$ 3,348,449	\$ 3,683,294	\$ 4,051,623	\$ 4,456,786	\$ 4,679,625	\$ 4,913,606	\$ 5,159,286
Commercial Surcharge	\$ 54,642	\$ 60,106	\$ 66,117	\$ 72,729	\$ 76,365	\$ 80,183	\$ 84,192
Miscellaneous Revenue	\$ 13,668	\$ 13,941	\$ 14,220	\$ 14,505	\$ 14,795	\$ 15,091	\$ 15,392
Total Revenues	\$ 3,416,759	\$ 3,757,341	\$ 4,131,960	\$ 4,544,019	\$ 4,770,785	\$ 5,008,880	\$ 5,258,871
Expenditures							
Sanitary System	\$ 1,618,256	\$ 1,650,621	\$ 1,683,634	\$ 1,717,306	\$ 1,751,652	\$ 1,786,685	\$ 1,822,419
Sewer Lift Stations	\$ 275,000	\$ 280,500	\$ 286,110	\$ 291,832	\$ 297,669	\$ 303,622	\$ 309,695
Sewage Treatment Plant	\$ 969,217	\$ 988,601	\$ 1,008,373	\$ 1,028,541	\$ 1,049,112	\$ 1,070,094	\$ 1,091,496
Water & Sewer Vehicles	\$ (14,407)	\$ (14,695)	\$ (14,989)	\$ (15,289)	\$ (15,595)	\$ (15,906)	\$ (16,225)
TOTAL OPERATING EXPENDITURES	\$ 2,848,066	\$ 2,905,027	\$ 2,963,128	\$ 3,022,390	\$ 3,082,838	\$ 3,144,495	\$ 3,207,385
Transfer to Reserves	\$ 568,693	\$ 852,314	\$ 1,168,832	\$ 1,521,628	\$ 1,687,946	\$ 1,864,385	\$ 2,051,486
TOTAL EXPENDITURES	\$ 3,416,759	\$ 3,757,341	\$ 4,131,960	\$ 4,544,019	\$ 4,770,785	\$ 5,008,880	\$ 5,258,871
Rate Revenue Requirements %		10.0%	10.0%	10.0%	5.0%	5.0%	5.0%

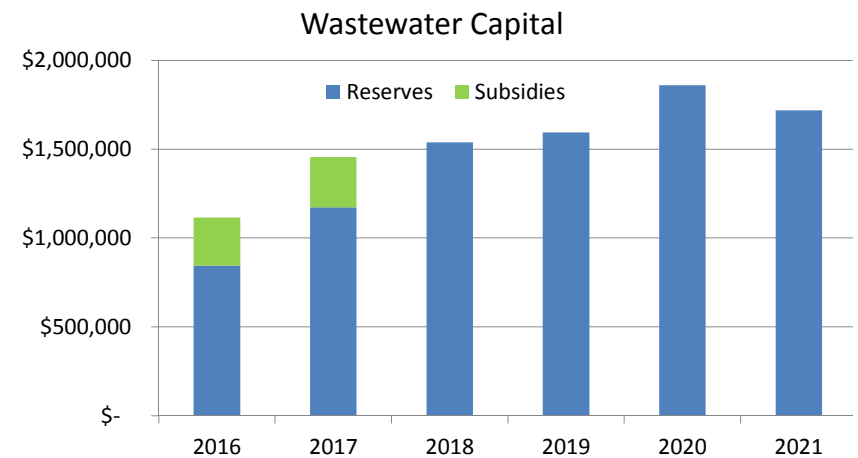
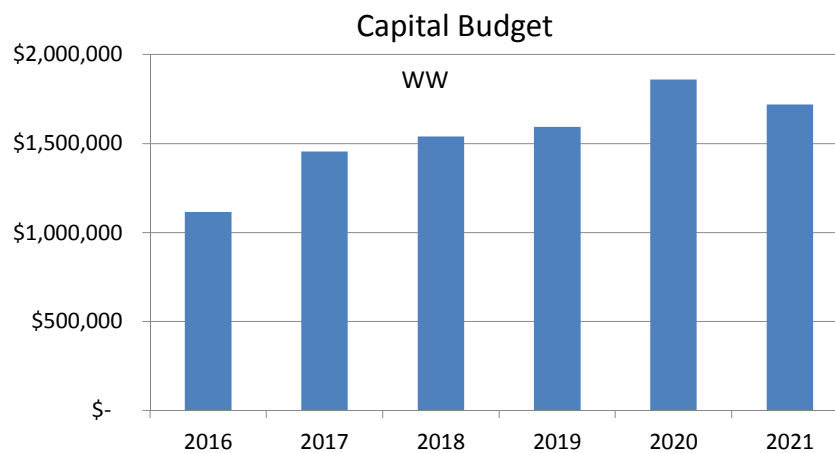
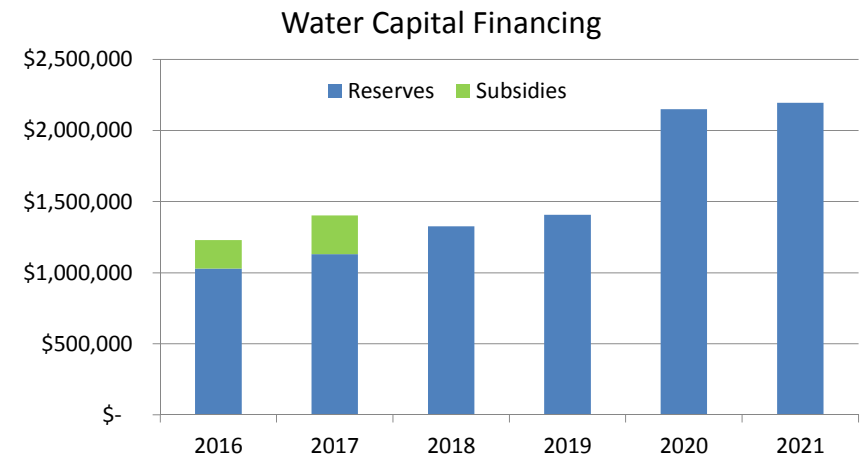
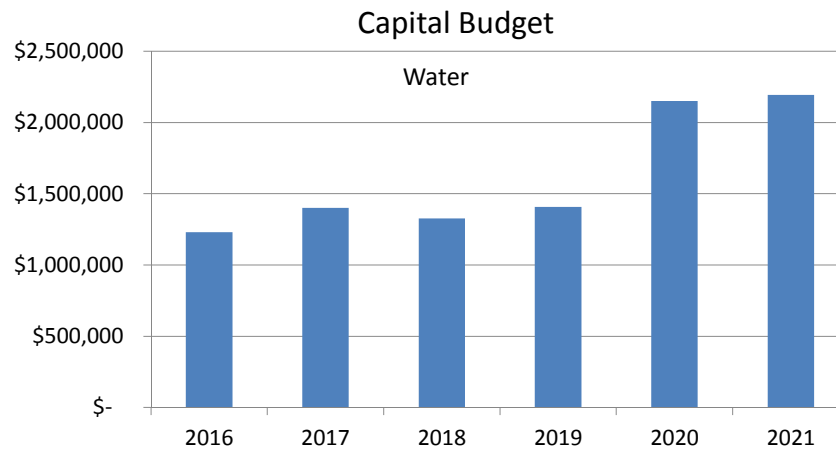
Summary of Rate Revenue Requirements

The following tables reflect the forecast rate revenue requirements.

	2015	2016	2017	2018	2019	2020	2021
Water Rate Revenue Requirements	\$ 3,407,036	\$ 3,747,740	\$ 3,972,604	\$ 4,210,960	\$ 4,463,618	\$ 4,731,435	\$ 5,015,321
Wastewater Rate Revenue Requirements	\$ 3,403,091	\$ 3,743,400	\$ 4,117,740	\$ 4,529,514	\$ 4,755,990	\$ 4,993,789	\$ 5,243,479
Total	\$ 6,810,127	\$ 7,491,140	\$ 8,090,344	\$ 8,740,474	\$ 9,219,608	\$ 9,725,224	\$ 10,258,800
% change in Rate Revenue Requirements							
Water		10.0%	6.0%	6.0%	6.0%	6.0%	6.0%
Wastewater		10.0%	10.0%	10.0%	5.0%	5.0%	5.0%
Total		10.0%	8.0%	8.0%	5.5%	5.5%	5.5%

As shown above the annual increases in consolidated water and wastewater rate revenue requirements is 10% in 2016; 8% in 2017 and 2018 and then 5.5% thereafter.

Summary of Capital Budget

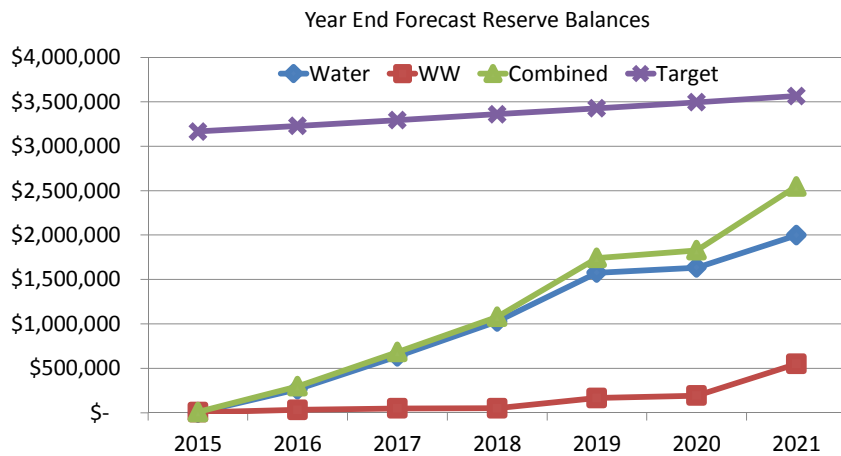


The capital requirements from 2016-2021 based on replacement costs and useful life of the assets is \$9.7 million for water and \$9.3 million for wastewater.

The capital financing from 2016-2021 is almost exclusively from the Capital Reserves, with subsidies of approximately \$1 million in 2016 and 2017.

Reserve Year End Balances

The following graph summarizes the forecast year end reserve balances. The Reserve gradually increases over time and will provide the City with additional flexibility to increase the capital program beyond what has been included in the plan.

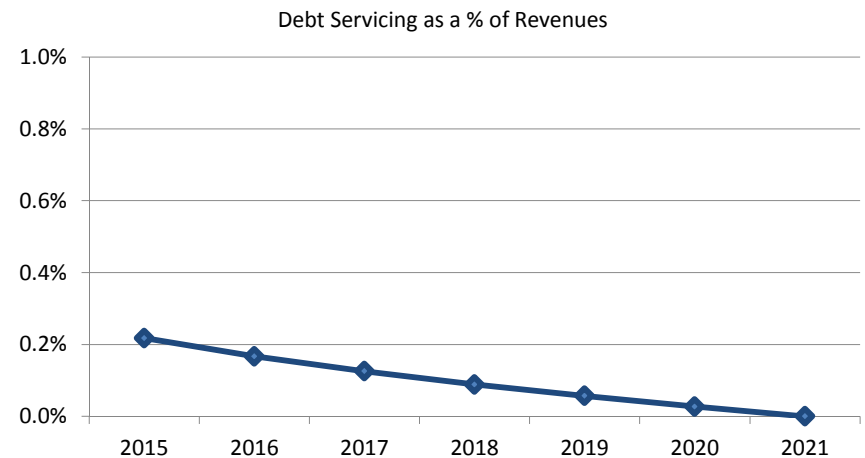


As shown above, the reserve balance is gradually moving toward the target reserve balance.

Debt

The City currently has \$494,000 in debt outstanding. No new debt is required for the water and wastewater program.

Debt levels and their related annual costs are important long-term obligations that must be managed within the available resources. An effective debt management policy provides guidelines for the City to manage debt. Debt servicing costs are low, well within industry standards. A recommended policy has been included to manage and monitor future debt. The recommended limit is to keep debt service costs (interest repayments) at 10% or less of the rate revenue requirements. As shown below, the debt over the forecast period is well below the 10% recommended level.



Summary—Financial Policies and Strategies

The following summarizes the recommended financial policies and strategies:

- *The City will maintain all Water/Wastewater infrastructure in a state of good repair by implementing life cycle costing and providing adequate annual contributions to the replacement reserves to fund the future rehabilitation/replacement of assets.*
- *The City will target setting aside the annual amortization based on historical costing in the short term and the replacement cost of assets over time. These funds will be transferred to the City’s Water and Wastewater Capital Reserves. A phase-in strategy will be implemented to achieve replacement cost contributions by 2021.*
- *To ensure that the reserves are sufficient to fund capital replacement requirements, it is recommended that a target balance equal to the six year average of one year’s capital requirements be maintained in the reserves.*
- *Future debt service payments will be made while ensuring the following:*
 - *The provision of essential services is not jeopardized.*
 - *Financial flexibility is maintained by ensuring that there are sufficient revenues to meet unanticipated expenditures and accommodate revenue fluctuations.*
 - *Outstanding debt obligations will not threaten long-term financial stability.*
 - *The amount of outstanding debt will not place an undue burden on local ratepayers.*
- *The City’s Water and Wastewater debt interest service ratio as a percentage of own source revenues, will not exceed 10% as considered acceptable by credit rating agencies.*
- *The City will update the LRFP as new information becomes available that could materially change the forecast.*

Reporting Requirements—O.Reg. 453/07



Water Financial Plan—O.Reg. 453/07—Introduction

The Financial Plan has been prepared in accordance with the regulation (O.Reg. 453/07) made under the Safe Drinking Water Act. The Financial Plan regulation requires that the plans be updated every five years along with the request for the renewal of the drinking water licence. This ongoing update will assist in revisiting the assumptions made to develop the operating and funding plans as well as reassessing the needs for capital renewal and major maintenance expenses. The following provides a summary of the three statements:

- **Statement of Financial Operations**—This statement summarizes the revenues and expenditures. The expenditures include ongoing operating costs plus asset amortization. This statement indicates that the system and its asset base are projected to be maintained with funds being available each year for future capital renewal or major maintenance. As shown in the statements of financial operations, the City is generating excess revenues over expenses including amortization for water throughout the forecast period.
- **Cash Receipts or Gross Cash Payments (Cash Flows)** —The cash flow statement summarizes how the water system is expected to generate and utilize cash resources. The transactions that generate and use cash include the projection of cash to be received from revenues, cash to be used for operating expenditures and financing charges, cash projected to be used to acquire capital assets and projected financial transactions that are the proceeds from debt or debt principal repayment.
- **Financial Position —Highlights:**
 - **Net Financial Assets**—An important feature of a water system is its net financial assets. A positive number indicates that the system has the resources to deal with future capital and other needs. A negative number indicates that past capital and other investments must be financed from future revenues. Water net financial assets are in a positive position throughout the forecast. No debt was required throughout the term. Wastewater moves into a positive position by 2017.
 - **Tangible Capital Assets (Net Book Value)** - Water systems have a great deal of resources tied up in tangible capital assets and managing these assets is critical to maintaining current and future levels of service. An increase in net book value of tangible capital assets is an indication that assets have been renewed faster than they were used. A decrease in net book value indicates that assets are being used, or amortized, faster than they are renewed. The net book value is projected to increase for water and wastewater indicating that assets are being renewed faster than they are being used, as substantiated in the water capital renewal plan.
 - **Accumulated Surplus**—A third financial indicator that is reflected in the financial position statement is the accumulated surplus. This indicator represents cash on hand plus the net book value of tangible capital assets less debt. The accumulated surplus is forecast to increase from 2015 to 2021.

Statement of Financial Operations—Water

	2015	2016	2017	2018	2019	2020	2021
Water Total Revenues							
Rate Revenues							
Water - Metered Revenue	\$ 1,477,532	\$ 1,625,285	\$ 1,722,802	\$ 1,826,170	\$ 1,935,741	\$ 2,051,885	\$ 2,174,998
Water Monthly Service Chrg	\$ 1,929,504	\$ 2,122,454	\$ 2,249,802	\$ 2,384,790	\$ 2,527,877	\$ 2,679,550	\$ 2,840,323
Water Purchased	\$ 63,612	\$ 64,884	\$ 66,182	\$ 67,506	\$ 68,856	\$ 70,233	\$ 71,637
Other Service Charges	\$ 36,825	\$ 37,562	\$ 38,313	\$ 39,079	\$ 39,861	\$ 40,658	\$ 41,471
Local Improvements	\$ 18,821	\$ 18,821	\$ 18,821	\$ 18,821	\$ 18,821	\$ 18,821	\$ 18,821
Interest Revenue	\$ 17,764	\$ 25	\$ 6,618	\$ 15,851	\$ 25,684	\$ 39,381	\$ 40,832
Proceeds form Other Sources	\$ 454,000	\$ 200,000	\$ 272,352	\$ -			
Total Revenues	\$ 3,998,058	\$ 4,069,031	\$ 4,374,890	\$ 4,352,217	\$ 4,616,839	\$ 4,900,528	\$ 5,188,082
Water Total Expenses							
Operating Expenses							
Waterworks	\$ 1,345,034	\$ 1,371,935	\$ 1,399,373	\$ 1,427,361	\$ 1,455,908	\$ 1,485,026	\$ 1,514,727
Water Standpipes/Booster Stations	\$ 40,000	\$ 40,800	\$ 41,616	\$ 42,448	\$ 43,297	\$ 44,163	\$ 45,046
Water Treatment Plant	\$ 1,071,471	\$ 1,071,471	\$ 1,071,471	\$ 1,071,471	\$ 1,071,471	\$ 1,071,471	\$ 1,071,471
Total Operating Expenses	\$ 2,456,505	\$ 2,484,206	\$ 2,512,460	\$ 2,541,280	\$ 2,570,676	\$ 2,600,660	\$ 2,631,244
Debt Charges							
Debt Charges - Interest Payments	\$ 14,806	\$ 12,517	\$ 10,159	\$ 7,731	\$ 5,229	\$ 2,653	\$ -
Amortization Expense							
Water Assets	\$ 539,000	\$ 567,800	\$ 613,000	\$ 676,893	\$ 758,473	\$ 858,816	\$ 987,835
Total Expenses	\$ 3,010,311	\$ 3,064,523	\$ 3,135,619	\$ 3,225,904	\$ 3,334,379	\$ 3,462,129	\$ 3,619,079
Annual Surplus/(Deficit)	\$ 987,747	\$ 1,004,509	\$ 1,239,270	\$ 1,126,312	\$ 1,282,460	\$ 1,438,399	\$ 1,569,003

The annual surplus increases from \$987,000 in 2015 to \$1.57 million in 2021 which provides additional funds for the replacement of assets.

Statement of Cash Flow/Cash Receipts—Water

	2015	2016	2017	2018	2019	2020	2021
Total Revenues	\$ 3,998,058	\$ 4,069,031	\$ 4,374,890	\$ 4,352,217	\$ 4,616,839	\$ 4,900,528	\$ 5,188,082
Cash Paid For							
Operating Costs	\$ 2,456,505	\$ 2,484,206	\$ 2,512,460	\$ 2,541,280	\$ 2,570,676	\$ 2,600,660	\$ 2,631,244
Debt Repayment - Debt Interest	\$ 14,806	\$ 12,517	\$ 10,159	\$ 7,731	\$ 5,229	\$ 2,653	\$ -
Cash Provided From Operating Transactions	\$ 1,526,747	\$ 1,572,309	\$ 1,852,270	\$ 1,803,206	\$ 2,040,934	\$ 2,297,214	\$ 2,556,838
Capital Transactions							
Acquisition of TCA	\$ 2,160,000	\$ 1,230,000	\$ 1,402,000	\$ 1,326,510	\$ 1,407,162	\$ 2,150,749	\$ 2,193,764
Finance Transactions							
Proceeds from Debt Issues	\$ -						
Debt Repayment - Principal	\$ (76,300)	\$ (78,590)	\$ (80,947)	\$ (83,375)	\$ (85,877)	\$ (88,455)	\$ -
Increase/(Decrease) in Cash Equivalents	\$ (709,553)	\$ 263,719	\$ 369,323	\$ 393,321	\$ 547,895	\$ 58,010	\$ 363,073
Cash and Cash Equivalents at Beginning Balance	\$ 710,550	\$ 997	\$ 264,715	\$ 634,039	\$ 1,027,359	\$ 1,575,254	\$ 1,633,264
Cash and Cash Equivalents at Ending Balance	\$ 997	\$ 264,715	\$ 634,039	\$ 1,027,359	\$ 1,575,254	\$ 1,633,264	\$ 1,996,337

The reserve position increased from \$997 in 2015 to \$2.0 million in 2021 due to an increase in the contribution to reserves.

Statement of Financial Position—Water

	2015	2016	2017	2018	2019	2020	2021
Financial Assets							
Cash	\$ 997	\$ 264,715	\$ 634,039	\$ 1,027,359	\$ 1,575,254	\$ 1,633,264	\$ 1,996,337
Liabilities							
Debt - Principal Outstanding	\$ 417,244	\$ 338,654	\$ 257,707	\$ 174,332	\$ 88,455	\$ -	\$ -
Net Financial Assets	\$ (416,247)	\$ (73,939)	\$ 376,332	\$ 853,027	\$ 1,486,799	\$ 1,633,264	\$ 1,996,337
Non-Financial Assets							
Tangible Capital Assets	\$26,026,400	\$26,688,600	\$27,477,600	\$28,127,217	\$28,775,905	\$30,067,839	\$31,273,768
Accumulated Surplus/Deficit	\$25,610,153	\$26,614,661	\$27,853,932	\$28,980,244	\$30,262,704	\$31,701,103	\$33,270,106
Cash as a % of Net Fixed Assets	0.0%	1.0%	2.3%	3.7%	5.5%	5.4%	6.4%
Debt as a % of Net Fixed Assets	1.6%	1.3%	0.9%	0.6%	0.3%	0.0%	0.0%
Notes							
Accumulated Surplus is comprised of the following:							
Reserves	\$ 997	\$ 264,715	\$ 634,039	\$ 1,027,359	\$ 1,575,254	\$ 1,633,264	\$ 1,996,337
Investment in Tangible Capital Assets	\$ 26,026,400	\$ 26,688,600	\$ 27,477,600	\$ 28,127,217	\$ 28,775,905	\$ 30,067,839	\$ 31,273,768
Debt Outstanding	\$ (417,244)	\$ (338,654)	\$ (257,707)	\$ (174,332)	\$ (88,455)	\$ -	\$ -
Accumulated Surplus/Deficit	\$ 25,610,153	\$ 26,614,661	\$ 27,853,932	\$ 28,980,244	\$ 30,262,704	\$ 31,701,103	\$ 33,270,106

The accumulated surplus increases from \$25.6 million to \$33.3 million due to an increase in tangible capital assets, reserve position and decrease in debt.

Statement of Financial Operations—Wastewater

	2015	2016	2017	2018	2019	2020	2021
Wastewater Total Revenues							
Rate Revenues							
Residential Surcharge	\$ 3,348,449	\$ 3,683,294	\$ 4,051,623	\$ 4,456,786	\$ 4,679,625	\$ 4,913,606	\$ 5,159,286
Commercial Surcharge	\$ 54,642	\$ 60,106	\$ 66,117	\$ 72,729	\$ 76,365	\$ 80,183	\$ 84,192
Miscellaneous Revenue	\$ 13,668	\$ 13,941	\$ 14,220	\$ 14,505	\$ 14,795	\$ 15,091	\$ 15,392
Local Improvements	\$ 18,821	\$ 18,821	\$ 18,821	\$ 18,821	\$ 18,821	\$ 18,821	\$ 18,821
Interest Revenue	\$ 17,764	\$ 171	\$ 828	\$ 1,232	\$ 1,305	\$ 4,173	\$ 4,848
Proceeds form Other Sources	\$ 266,000	\$ 270,000	\$ 282,648	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 3,719,344	\$ 4,046,333	\$ 4,434,258	\$ 4,564,071	\$ 4,790,910	\$ 5,031,874	\$ 5,282,540
Wastewater Total Expenses							
Operating Expenses							
Sanitary System	\$ 1,603,849	\$ 1,635,926	\$ 1,668,644	\$ 1,702,017	\$ 1,736,058	\$ 1,770,779	\$ 1,806,194
Sewer Lift Stations	\$ 275,000	\$ 280,500	\$ 286,110	\$ 291,832	\$ 297,669	\$ 303,622	\$ 309,695
Sewage Treatment Plant	\$ 969,217	\$ 988,601	\$ 1,008,373	\$ 1,028,541	\$ 1,049,112	\$ 1,070,094	\$ 1,091,496
Total Operating Expenses	\$ 2,848,066	\$ 2,905,027	\$ 2,963,128	\$ 3,022,390	\$ 3,082,838	\$ 3,144,495	\$ 3,207,385
Debt Charges							
Debt Charges - Interest Payments							
Amortization Expense							
Wastewater Assets	\$ 522,000	\$ 517,865	\$ 553,732	\$ 608,999	\$ 684,782	\$ 781,810	\$ 903,643
Total Expenses	\$ 3,370,066	\$ 3,422,893	\$ 3,516,860	\$ 3,631,389	\$ 3,767,620	\$ 3,926,305	\$ 4,111,028
Annual Surplus/(Deficit)	\$ 349,278	\$ 623,441	\$ 917,398	\$ 932,682	\$ 1,023,290	\$ 1,105,569	\$ 1,171,513

Currently there is a surplus of \$349,000. At the end of the plan (2021), there is a surplus of \$1.17 million which provides additional funds for the replacement of assets.

Statement of Cash Flow/Cash Receipts—Wastewater

	2015	2016	2017	2018	2019	2020	2021
Total Revenues	\$ 3,719,344	\$ 4,046,333	\$ 4,434,258	\$ 4,564,071	\$ 4,790,910	\$ 5,031,874	\$ 5,282,540
Cash Paid For							
Operating Costs	\$ 2,848,066	\$ 2,905,027	\$ 2,963,128	\$ 3,022,390	\$ 3,082,838	\$ 3,144,495	\$ 3,207,385
Debt Repayment - Debt Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Provided From Operating Transactions	\$ 871,278	\$ 1,141,306	\$ 1,471,130	\$ 1,541,681	\$ 1,708,072	\$ 1,887,379	\$ 2,075,155
Capital Transactions							
Acquisition of TCA	\$ 1,575,000	\$ 1,115,000	\$ 1,455,000	\$ 1,538,752	\$ 1,593,340	\$ 1,860,376	\$ 1,718,700
Finance Transactions							
Proceeds from Debt Issues		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Debt Repayment - Principal							
Increase/(Decrease) in Cash Equivalents	\$ (703,722)	\$ 26,306	\$ 16,130	\$ 2,929	\$ 114,732	\$ 27,003	\$ 356,455
Cash and Cash Equivalents at Beginning Balance	\$ 710,550	\$ 6,828	\$ 33,134	\$ 49,263	\$ 52,193	\$ 166,924	\$ 193,927
Cash and Cash Equivalents at Ending Balance	\$ 6,828	\$ 33,134	\$ 49,263	\$ 52,193	\$ 166,924	\$ 193,927	\$ 550,383

By the end of 2015, it is estimated that the reserves will be in only \$6,800 due to capital requirements. By 2021, with increased reserve contributions, the reserve balance is forecast to be \$0.55 million.

Statement of Financial Position—Wastewater

	2015	2016	2017	2018	2019	2020	2021
Financial Assets							
Cash	\$ 6,828	\$ 33,134	\$ 49,263	\$ 52,193	\$ 166,924	\$ 193,927	\$ 550,383
Liabilities							
Debt - Principal Outstanding							
Net Financial Assets	\$ 6,828	\$ 33,134	\$ 49,263	\$ 52,193	\$ 166,924	\$ 193,927	\$ 550,383
Non-Financial Assets							
Tangible Capital Assets	\$21,268,000	\$21,865,135	\$22,766,403	\$23,696,156	\$24,604,714	\$25,683,280	\$26,498,337
Accumulated Surplus/Deficit	\$21,274,828	\$21,898,268	\$22,815,666	\$23,748,348	\$24,771,638	\$25,877,208	\$27,048,720
Cash as a % of Net Fixed Assets	0.0%	0.2%	0.2%	0.2%	0.7%	0.8%	2.1%
Debt as a % of Net Fixed Assets	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Notes							
Accumulated Surplus is comprised of the following:							
Reserves	\$ 6,828	\$ 33,134	\$ 49,263	\$ 52,193	\$ 166,924	\$ 193,927	\$ 550,383
Investment in Tangible Capital Assets	\$ 21,268,000	\$ 21,865,135	\$ 22,766,403	\$ 23,696,156	\$ 24,604,714	\$ 25,683,280	\$ 26,498,337
Debt Outstanding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Accumulated Surplus	\$ 21,274,828	\$ 21,898,268	\$ 22,815,666	\$ 23,748,348	\$ 24,771,638	\$ 25,877,208	\$ 27,048,720

The accumulated surplus increases from \$21.3 million to \$27.0 million due to an increase in reserve position.



October 27, 2015

City Council Committee Report

TO: Mayor and Council

FR: Charlotte Edie, Treasurer

RE: 2016 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 2016 water and sewer rates be increased by 10% over the 2015 rates; and further

That in accordance with Notice By-Law Number 144-2007, public notice is hereby given that Council intends to amend the Tariff of Fees and Charges bylaw to increase water and sewer rates by 10%; and further

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

That these rates shall take effect and come into force on January 1, 2016.

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 2016. 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 2016 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	\$36.15	\$1.22	100% water cost
3/4"	18	1.1	\$39.77	\$1.22	100% water cost
1"	25	1.4	\$50.60	\$1.22	100% water cost
1 1/2"	40	1.8	\$65.05	\$1.22	100% water cost
2"	50	2.9	\$104.82	\$1.22	100% water cost
3"	75	11.0	\$397.53	\$1.22	100% water cost
4"	100	14.0	\$505.97	\$1.22	100% water cost
6"	150	21.0	\$758.93	\$1.22	100% water cost
8"	200	40.0	\$1,445.60	\$1.22	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.**



October 26, 2015

City Council Committee Report

TO: Mayor & Council

FR: Melissa Shaw, Planning Assistant

RE: 2017 Canada Summer Games- Council Representative

Recommendation:

That Council of the City of Kenora hereby appoints_____ as the Council Representative to sit on the 2017 Canada Summer Games Internal Organizing Committee.

Background:

Council Members are appointed as representative of the Municipal Council to sit on various Boards and Municipal Committees, as the liaison for Council. Passed by Resolution on October 20, 2015, Council members supported the following City staff members as representatives of the 2017 Canada Summer Games internal organizing committee;

- Colleen Neil, Recreation Services Manager
- Heather Gropp, Tourism Development Officer
- Heather Kasprick, City Clerk
- Jennifer Findlay, Economic Development Officer
- Morgan Seller, Special Events Coordinator
- Tara Rickaby, Planning Administrator
- Melissa Shaw, Planning Assistant

Budget: N/A at this time

Communication Plan/Notice By-law Requirements:

Strategic Plan or other Guiding Documents:

1-10- 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- The City will support Kenora's "North America's Premier Boating Destination" Brand implementation strategy.

1-12- 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 4, 2015

City Council Committee Report

To: Mayor and Council

Fr: Lauren D'Argis, Corporate Services Manager

Re: KMA 2015 Rehabilitation Budget Amendment

Recommendation:

That Council hereby approves an additional allocation of \$398,615 to be funded by increasing the issuance of long term debt for the costs associated with the required renovation of the Keewatin Memorial Arena; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2015 Operating & Capital Budget at its November 17, 2015 meeting to increase the issue of long term debt in the amount of \$398,615 to offset the cost of this project; and further

That Council gives three readings to a by-law to amend the 2015 budget for this purpose.

Background:

The Keewatin Memorial Arena Capital project was in the original budget as a two year project that included the work to the Condenser, Dehumidifier, Floor, Boards & Glass and HVAC in 2015 and work to the Roof in 2016.

This additional budget allocation exceeds the total 2015 and 2016 expected long term debt issuance by \$98,615. The 2015 budgeted long term debt was \$806,500 and the 2016 budgeted long term debt was \$300,000. The total long term debt budgeted over the two years was \$1,106,500. This budget amendment brings the total long term debt to be issued to \$1,205,115.

The scope and timing of the project have changed. The overall 2015 and 2016 project cost has increased by \$98,615. The 2015 budget for the project was \$925,700 and the 2016 budget for the project was \$300,000. The total project in the budget for the two years was \$1,225,700. The total project cost is \$1,324,315.

The scope of the project changed to remove the work to the roof at \$300,000 from the 2016 budget and to remove the replacement of the HVAC at \$150,000 from the 2015 budget. The scope changes and the increase of \$98,615 to the long term debt issuance were required to fund the initial bids and subsequent change orders from the three constructors that each handled a different component of the project.

Information relating to the changes in the project was compiled by Marco Vogrig, Municipal Engineer, Aaron Eisler, Maintenance Foreman and Colleen Neil, Recreation Services Manager and is provided in an attachment to this report.

Budget:

The impact on the 2015 budget is an increase of \$398,615.

The long term debt payments in the original budget in 2016 were \$69,527. In the original budget, the annual payments for 2017 and beyond were \$95,390. This amendment changes the annual long term debt payments for 2016, 2017 and beyond to \$103,892. The impact of the increase in the debt payments will be reviewed in conjunction with the 2016 budgeting process.

Communication Plan/Notice By-law Requirements:

Notice required to be placed on Committee Agenda, Minutes and subsequent Council Agenda/Minutes.

Strategic Plan or other Guiding Document:

Major Recreation Facility Strategy

Strategic Plan Corporate Actions:

2-1 The City will ensure 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 sustainability of our systems.

2-9 The City will support continuous improvements to recreation and leisure amenities, particularly those that support the quality of life.



November 2, 2015

City Council Committee Report

To: Mayor and Council

**Fr: Colleen Neil, Recreation Services Manager
Aaron Eisler, Maintenance Foreman
Lauren D'Argis, Corporate Services Manager**

Re: Repair and Replacement of Mechanical Components for the Kenora Recreation Centre

Recommendation:

That Council hereby approves an additional allocation of \$81,125 plus applicable taxes to be funded through the Kenora Recreation Centre Reserve for the purchase and servicing of the Dectron Unit; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2015 Operating & Capital Budget at its November 17, 2015 meeting to withdraw funds from the Kenora Recreation Centre Reserve in the amount of \$81,125 plus applicable taxes to offset the cost of this purchase; and further

That Council give three readings to a by-law to amend the 2015 budget for this purpose.

Background:

On September 15th the Kenora Recreation Centre experienced and power failure causing a closure of the entire facility. The cause was determined to be that the Dectron unit had a major failure of the compressing system inside the unit. The Dectron is a major component to our building's HVAC system at the Kenora Recreation Centre. It provides cooling/heat and dehumidification to the Aquatics Center and the 3 main facility Change Rooms/Wellness. As a result of the failure of the Dectron we are currently operating without dehumidification in the pool and change rooms and we are experiencing high temperatures and high moisture in these areas.

We were aware that the compressing system had reached its life span and a project line had been place in the 2016 capital budget to deal with this expense. Unfortunately the compressors failed earlier than we hoped.

We have limited access to qualified service technicians who are certified to work on the Dectron. There are two companies who have assessed the unit and come up with a cost and a plan to repair and replace the components in the unit. Both companies are certified to service Dectron units. Due to the complexity of this unit there are certain major parts that are only manufactured on an as needed basis and this is resulting in a lengthy lead time to order and supply the parts. At this time we are told that we will require a 6 week deliver for the parts and an approximately 2 weeks to install. That would bring us to the 2nd week in December if we had this contracted by the end of the week.

Due to the urgency to repair this unit quickly and knowing that having this unit down is causing extra wear to the unit itself and to the rest of the building from the added heat and humidity and to the working conditions of our Instructor/Guards and Operators the Manager of Corporate Services and Strategic Initiatives has approved a purchase order for this purpose of this required repair.

Budget:

\$81,125 plus applicable taxes to be funded through the Kenora Recreation Centre Reserve

Communication Plan/Notice By-law Requirements:

Notice required to be placed on Committee Agenda, Minutes and subsequent Council Agenda/Minutes.

Strategic Plan or Other Guiding Document:

2-1 The City will ensure 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 sustainability of our systems.

2-9 The City will support continuous improvements to recreation and leisure amenities, particularly those that support the quality of life.



2 November 2015

City Council Committee Report

TO: Mayor and Council

FR: Warren F. Brinkman, Fire & Emergency Services Manager

RE: Community Emergency Management Coordinator (CEMC)

Recommendation:

That Council gives three readings to a bylaw to appoint Todd Skene as the Community Emergency Management Coordinator (CEMC) for the City of Kenora; and further

That Council reappoints Bruce Graham, Risk Management and Loss Prevention Officer as the Alternate Community Emergency Management Coordinator for the City of Kenora; and further

That Council reappoints Fire & Emergency Services Captain Larry Cottam as the second Alternate Community Emergency Management Coordinator for the City of Kenora; and further

That By-Law Number 82-2013 be hereby repealed.

Background:

In order to ensure the development and implementation of a municipal emergency management program in accordance with the Emergency Management and Civil Protection Act, each municipality in Ontario must designate a Community Emergency Management Coordinator (CEMC). The CEMC coordinates the development, implementation and maintenance of the community's emergency management program. Ontario Regulation 380/04 made pursuant to the Emergency Management and Civil Protection Act requires that every municipality to designate an employee of the municipality or a member of the Council as its Emergency Management Program Coordinator. The Emergency Management Program Coordinator shall co-ordinate the development and implementation of the municipality's emergency management program within the municipality and shall co-ordinate the municipality's emergency management program in so far as possible with the emergency management programs of other municipalities, of ministries of the Ontario government and of organizations outside government that are involved in emergency management.

Budget: No budget required.

Communication Plan/Notice By-law Requirements:

Strategic Plan or other Guiding Document:

Aligns with the City of Kenora's Values Goals and Corporate Actions:

2-1 The City will ensure that our municipal infrastructure is maintained using available resources with the intent of moving towards all City infrastructure being in a good state to ensure certainty, security and long-term, stability of our systems.

2-3 The City will ensure prompt and immediate response times supported by resilient communications in the event of system outages and other emergencies.

3-14 The City will forge stronger relations with neighboring communities and area municipalities by City staff, particularly those that help ensure tight co-ordination of emergency response situations, disaster relief efforts and clear communication protocols between the City of Kenora, the Ontario Provincial Police, and neighboring communities.



November 3, 2015

City Council Committee Report

To: Mayor & Council

Fr: Richard Perchuk, Operations Manager

Re: Grinder Pump Report – Additional Information

Recommendation:

Whereas one of the direct recommendations from the organizational review, a full review of the grinder pump operation has been conducted by the Operations Department; and

Whereas staff have closely considered and weighed the various options that are in the long term best interest of the City of Kenora; and

Whereas additional information was received from residents following the review, with a suggested option for the City to maintain all grinder pumps but charge a flat fee for service;

Now Therefore be it Resolved that Council hereby accepts a modified option number three "Homeowner pays a flat maintenance fee of \$250 for service equitable to administrative costs", as being the best option for the City and homeowner, as the solution is fair and equitable to both property owners and the City; and further

That Council direct City administration to proceed with increasing the staffing complement by two additional Water & Sewer Repairmen as per the organizational review recommendation.

Background:

As per my previous report to council on August 28, 2015, attached, option four was my recommendation to Council for acceptance. It stated "City provides new pumps to residents and transfers responsibility to homeowner for maintenance and ownership". This option was chosen with the idea that when a pump failed it would be replaced with a new one and that the homeowner would now be responsible for future maintenance. Also, if a new home required a grinder pump it would be provided, but the homeowner would be responsible for all maintenance. As far as fairness, all gravity sewer users share the cost to maintain all sewage lift stations.

John Barr's presentation to city council drew attention to the overall number of pumps, at 350, and that 100 were established in the 1980's with homeowner-municipal agreements. City legal counsel has advised these Agreements remain in force and should be adhered to. The City Solicitor has indicated that the City is responsible for the Agreements for maintenance of those grinder pumps. The problem exists that it is unknown how many agreements exist today. In general, the area of Rabbit Lake Road and Birchwood Crescent were the only two areas known to have Agreements for grinder pumps in existence. Mr. John Barr had made several valid points in his

presentation to Council in summary to the history of grinder pumps in the former Town of Jaffray Mellick.

At the September 8, 2015 Committee of the Whole meeting Council had raised several questions, which I have provided a response as part of this additional report, attached. It should be noted, however, that the majority of these questions were in relation to other options, not being recommended in this report.

The main issue facing the City is to provide a fair system to all residents that are using the water and sewer system. A more detailed review of the system is required to identify the different systems that exist and responsibility of each party. In cases where residents have installed grinder pumps that are not approved they should not be maintained by the City. As well, the City has many residents that have an effluent pump that are maintained by the property owner and not by City staff.

To continue the grinder pump maintenance program with City forces will require an increase in the grinder pump maintenance program. One of the main problems with the present protocol is that no preventative maintenance is being done as staff are only reacting to grinder pumps that have failed. A program of cleaning all stations on a regular basis would help identify potential problems before they happen.

The Operational Review conducted by BMA had recommended that two (2) additional water & sewer repairmen were necessary to provide the required maintenance service if the City ultimately determined it would keep responsibility for grinder pump maintenance. The reality is that this added maintenance work would come at a cost that would have to be added to the grinder pump maintenance Operating Budget.

Recommending a modified option three would impose a flat service fee on each call out and, as per John Barr's presentation, would provide for an impetus for homeowners to take better care of their systems. I would recommend that a flat service fee of \$250 be established for a staff call out to address a grinder pumping station alarm on private property. Support of this option would also reward homeowners who take care of their systems as they could realize 30 or more years of service from the unit.

Budget/Finance Implications:

To be determined.

Communication Plan/Notice By-law Requirements:

Bylaw & Resolution required.

Distribution: R. Perchuk, B. Paudel, Communications

Strategic Plan or other Guiding Document:

Goal#2 Strengthen Our Foundations

2-2 - The City will keep in the forefront that there is a significant infrastructure deficit, and current and future Councils will need to continue to work towards allocating sufficient resources to be able to adequately address this issue.



August 28, 2015

City Council Committee Report

To: Mayor & Council

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

Re: Grinder Pump Report

Recommendation:

Whereas one of the direct recommendations from the organizational review, a full review of the grinder pump operation has been conducted by the Operations Department; and

Whereas staff have closely considered and weighed the various options that are in the long term best interest of the City of Kenora;

Therefore be it Resolved that Council hereby accepts option number four "City provides new pumps to residents and transfers responsibility to the homeowner for maintenance and ownership" as being the best option for the City and homeowner, as the solution is fair and equitable to both property owners and the City, and reduces the City's liability and workforce costs.

Background:

The main reason for using a grinder pump system is the natural terrain does not permit using a gravity sewer system to service properties.

In general, the City only maintains infrastructure on municipal property and grinder pumps are normally located on private property.

In 2000, at the time of amalgamation, there were three different bylaws and policies in effect for grinder pumps, one for each former towns. Bylaw #33-2002 was adopted governing the operation of all grinder pumps within the city limits. It was the initial bylaw which stated that all sewer grinder pumps located on private property become, on installation, the property of the owner of the premises, and the owner or consumer shall be responsible for all related costs. Grinder pumps are usually connected to one residence.

Currently, the City has the following limited policies regarding Grinder Pumps.
By Law (168-2004):

- 5.8 Where the main sanitary sewer system and the sewer service lateral thereto are not deep enough to permit a gravity connection at the depth proposed for the basement construction or the property is serviced by low-pressure sewer system (a sewage system that operates under low pressure between a grinder pump and the lateral), and then the owner shall install a sewage grinder pump at his own cost. The make and model of the pump shall be approved by the City.

5.9 The City may in certain locations, at the discretion of the Operations Manager; purchase a sewage grinder pump for the premises where the location of the sewer main makes gravity feed service impractical.

5.10 All sewage grinder pumps located on private property become, on installation, the property of the owner of the premises, and the owner or consumer shall be responsible for the cost of the installation, operation, maintenance, replacement and repair of same. Bylaw #168-2004, 5.10 has been replaced with Bylaw #145-2006; those policies indicate that for any reason if a grinder pump connected to the City's low pressure system fails it becomes the City's responsibility. This includes both simple repairs and replacement at no cost.

Effluent Pumps

The difference between an effluent pump and a grinder pump is a grinder pump, pumps into a low pressure sewer line, while an effluent pump, pumps into a City gravity sewer line. The reason for effluent pumps on private property is the elevation of the residence is lower than the City sewer main. The City does not maintain effluent pumps on private property. Most effluent pumps are located inside residences.

A concern with the City providing maintenance for grinder pumps is the public expectation the City is responsible for 100% of all aspects of the grinder pump, which includes the tank (canister), piping leaks, and the cost of electrical power to run the unit. The majority of the grinder pumps were installed in the early 80's making them over 30 years old and past their normal life expectancy. As a result, we have seen an increase in the number of units breaking down and are now finding the canister or tanks are in need of replacement due to corrosion causing leakage. One of the maintenance problems with the grinder pumps on private property is the homeowner has planted shrubs and landscaped around them making it difficult to access.

Grinder Pump Inventory

It is estimated there are about 350 grinder pumps scattered across the City. This does not include any other effluent or sump pump in use.

While the City does not have a precise record regarding the type and age of the pumps, it is believed that about 85% are E One models which are already past their normal service period of 20 years. Most of these E One pumps, especially in the former Jaffray Mellick area, have been there for more than 30 years. Maintenance of a broken E One grinder pump is very expensive. The spare parts are not available and very expensive. The average cost to replace an E One pump is approximately \$4,500 - \$5,000.

S. No.	Location	Nos.
1	Pinewood Drive	6
2	Kay Street	2
3	Minnesota Street	14
4	Bayview Drive	12
5	Street C	5
6	Coney Island	24
7	Lakeside Crescent	16
8	Glen Cameron Drive	10
9	Bay Ridge Road	7
10	Sunset Bay	11
11	Second Avenue East	7

12	Wildwood Drive	5
13	Railway Street	6
14	Universal Drive	24
15	Rabbit Lake Road	69
16	Community Centre Road	2
17	Ascough Drive	4
18	Outen Lane	7
19	Birchwood Crescent	27
20	Birchwood Place	10
21	Airport Road	56
Total		324
Note: Not more than 350 Grinder Pumps throughout the City of Kenora – this is an estimate only		

Comparison of Cost for Different Grinder Pumps

Currently, the City has the following types of grinder pumps in use:

- **E One** – 2 hp (roughly 80% in total) – replacement parts are obsolete and no more in production;
- **Myers** – 2 hp (remaining 20%) – non repairable most of the time;
- **Little Giant** – 2hp (recently tried at three locations); and
- **Liberty Pump** – 2 hp (to be tried at the most vulnerable places).

	E One	Myers (retro)	Little Giant (retro)	Liberty (retro)
Parent Company	John Brooks	Pentair Water	Franklin Electric	Liberty Pumps
Power	2 hp	2 hp	2 hp	2 hp
Cost (w/o tax)	\$ 4,500 -\$ 5,000	\$ 2,495	\$ 2,100	\$ 2,125
Warranty	Limited	No	2 years	3 years
Local Representative	No	Lake of the Woods Electric, Kenora	Lake of the Woods Electric, Kenora	Wolseley Mechanical, Kenora
Service available	Replacement within warranty period	Replacement within warranty period	Replacement within warranty period	Replacement within warranty period
Delivery Time	6-8 weeks	6-8 weeks	1 - week	3-weeks
Local Stock	No	No, not in future too	No, currently from Winnipeg	No, can be asked
Remarks	Reliable and tested for 20-25 years	Very low repairing possibility and tested for many years	Not tested and yet to judge the performance	Not tested and yet to judge the performance

As there is no adequate inventory on existing grinder pumps we cannot comment on the remaining life of the units. Roughly, it can be estimated that about 50 grinder pumps were replaced in the last five years leaving 250 – 275 units on the verge of failure at any time.

As noted the City utilizes several different types of grinder pumps. Due to the age of the system, based on a twenty year life cycle, most pumps have exceeded that period and should be replaced. Presently, the City purchases new grinder pumps annually to replace units that fail within homes at a cost of approximately \$3,000.00.

Maintenance Costs (2014/2015)

Since the City started to tracking grinder pumps in June 2014, 43 non-functioning grinder pumps were replaced. In 2013 the operating budget for grinder pumps was \$18,500.00 and the City actual expenditure was \$80,944.00.

In 2014 the operating budget for grinder pumps was \$33,000.00 and the City actually spent \$72,526.00. In 2015 the operating budget for grinder pumps was \$85,000.00 and the City spent \$87,350.21, as of August 24, 2015. These figures include wages/vehicles/materials, including overtime and contracted services.

Most grinder pump failures are reported after hours and on weekends as there is no central alarm system, and problems are not reported until homeowners notice something is wrong. Any time a grinder pump unit is changed, an electrical contractor is required to determine if the pump has malfunctioned electrically or to unhook or connect a replacement pump.

Previously in the Towns of Kenora and Keewatin residents maintained their grinder pump units and a number of residents have replaced or repaired their pumps. The number of repaired grinder pumps is unknown and can only be estimated at approximately twenty units.

Projected Costs

If the City is to continue to service grinder pumps, in order to maintain all grinder pumps a crew of two (2) staff members will have to be dedicated. The cost for two (2) staff members would be $2080 \times 2 \times \$29.03/\text{hr.} \times 1.24\% \text{ Benefits} = \$149,750.00$. A truck will be required at a cost of $\$8.00/\text{hr} \times 2000 = \$16,640.00$. During emergency calls the City will require the services of an electrician to unhook and reconnect the electrical wires from the pump to the control panel. Also, during an emergency situation a sewer suction truck will be required to empty the grinder pump tank prior to installation of the replacement unit. The estimated cost for the electrician would be two (2) hours at \$75.00/hr and the sewage pump out truck would be 2 x hrs. at \$75.00.

It will be assumed that the City will provide maintenance to grinder pumps on a 24 hour basis. This will result in added cost as it is estimated that the City will respond to 75 after hour calls per year. The estimated cost for these after hour calls (City staff and Electrician) would be \$600.00 per call for an overall expenditure of \$45,000.00 per year.

Department Concerns and Comments:

- The annual Capital Budget allocation is modest for Grinder Pump Replacement and is used mostly to purchase 5 – 10 pumps per year;
- Most customers respect their grinder pumps as if they owned them, but in some cases it has been observed that owners abuse them with unacceptable materials, in consideration that this is City's property. These locations require more repair visits;
- Some owners have a notion that their pumps will be taken care of by the City staff even in cases where they are connected to the City's gravity system;
- There is no clear defined policy on effluent and sump pumps;
- The City has the same policy for both all year running pumps (majority) and summer service pumps (Coney Island – winterization due to freezing);

- During the week days the City normally has two dedicated staff to look after all sewer issues. Their tasks include monitoring and inspection of all 65 sewage pumping stations, responding to services calls for sewer backups, including sewer main blockages, and responding to service calls from any of the 350 grinder pumps across the City. This workload results in crews putting in extra hours on grinder pumps with sewage pumping stations maintenance receiving a lower priority, which eventually put the stations at more risk;
- There is no precise inventory on the existing grinder pumps. The City does not know exactly which house has a grinder pump. The annual budgets for the last five years indicate that the City has replaced grinder pumps in some locations with new ones, but there are no records regarding there location, type and make of the replaced pumps;
- There is no local repair shop available within the City for grinder pumps; under this circumstance how is the City to continue the responsibility of maintaining grinder pumps. In addition, the most commonly used grinder pumps, such as the E One and Myers' , local agents do not stock them resulting in lengthy delivery times e.g. a couple of months to get a supply. In the context of a current reactive approach for grinder pumps it is sometimes very difficult to get the appropriate pumps installed in a timely fashion and customers can be out of service for days. The use of vac trucks in such cases is costly with regards to time and money.
- As most of the existing E One pumps have already exceeded their expected service life requiring consideration should be given to amending the bylaw to provide for the replacement of broken pumps rather than going for a repair;
- Be consistent with the type and make of a pump and install only one type pump throughout the City for easy future repair and replacement;
- Plan to replace all broken grinder pumps, one time only, switching over the servicing and maintenance responsibilities to the owners themselves;
- For repeated service calls that happened mostly due to Owners' negligence, amend the by-law to include a cost sharing approach. The owners should at least pay the service cost. Maintenance of grinder pumps should not be **100 % subsidized**;
- There should be two different appropriate practices for year round grinder pumps and summer service (like Coney Island) grinder pumps. The City cannot ensure the completion of things such as winterizing of summer service grinder pumps;
- If the City continues to maintain grinder pumps there must be separate dedicated staff that are adequately trained to trouble shoot and carry out minor repairs;
- The City needs to maintain proper inventory records for grinder pumps in order to have better and easy tracking. An inventory record form has been developed for a future data base;
- At some locations, there are indications of not only the grinder pumps failing but also the canisters breaking down. The City needs to come up with a plan with respect to canisters and other accessories;

- Arrangements need to be made for quick supply of pumps whenever the need arises and look for local repair facility service;
- The City should not expect the same service from regular 2 hp residential grinder pumps in some commercial business. The City should either not maintain the grinder pumps installed in commercial places or adopt separate maintenance policies.

Options to Consider

- 1. Homeowner assumes maintenance and ownership costs.**
- 2. City assumes maintenance for all grinder pumps within the City.**
- 3. Homeowner pays a monthly grinder pump maintenance fee.**
- 4. City provides new pumps and transfers responsibility to homeowner for maintenance and ownership**

1. Homeowner assumes maintenance and ownership costs.

The property owner to be responsible for all related costs associated with grinder pumps located on private property.

Advantages:

- Require Council action with respect to passing bylaws
- Maintains a level of fairness with respect to grinder pump maintenance in the City
- Maintains present water and sewer rates with no financial impacts
- City does not incur liability for work performed in/on private residence/property
- Owner responsible for consequences of improper use

Disadvantages:

- Disgruntled residents
- May be legal challenges and associated costs

2. City assumes maintenance for all grinder pumps within the City.

This alternative would fund all grinder pump costs through the water and sewer utility. It is estimated that there are approximately 350 grinder pumps in the City.

Advantages:

- Treats all grinder pumps owners the same manner

Disadvantages:

- Dramatic increased costs to the water and sewer utility and corresponding rate increase
- City will assume additional liability associated with homeowner installing their own grinder pumps under private agreement
- Opposition expected from regular utility customers
- Homeowner not responsible for improper use

3. Homeowner pays a monthly grinder pump maintenance fee.

A separate grinder pump utility would be created and associated costs to maintain the pumps would be funded through a special fee charged back to the users, and develop a reserve account.

Advantages:

- Based on a user pay system

Disadvantages:

- Costly due to age of a majority of the grinder pumps
- Requires a commitment from all grinder pump users to participate
- City resources for invoicing/tracking, etc.

4. City provides new pumps to residents and transfers responsibility to homeowner for maintenance and ownership

Transfers responsibility of the pumps to the homeowners after new pumps have been purchased and installed.

Advantages:

- Establishes a consistent policy for all grinder pump owners once the new pumps have been supplied
- Reduces stress on manpower and budget
- No liability because City Staff does not have to go onto/into private property

Disadvantages:

- Significant one-time cost 350 grinder pumps

Finally, the City should not continue to maintain grinder pumps. If the City decision is to remain status quo then the City must assess it's financial, liability and human resources impacts in order to provide a trouble free grinder pump maintenance program.

It is recommended that the best option is No. 4 "City provides new pumps to residents and transfers responsibility to homeowner for maintenance and ownership". This appears to be the fairest solution for the homeowner, as they will start with a brand new pump and only their actions will determine a repair free life span. This decision would also be the most cost effective solution, over the long haul, for the City, equitable for homeowners and reduces liability of the City.

Budget/Finance Implications:

To be determined.

Communication Plan/Notice By-law Requirements:

Bylaw & Resolution required.

Distribution: R. Perchuk, B. Paudel, Communications

Strategic Plan or other Guiding Document:

Goal#2 Strengthen Our Foundations

2-2 - The City will keep in the forefront that there is a significant infrastructure deficit, and current and future Councils will need to continue to work towards allocating sufficient resources to be able to adequately address this issue.



October 29, 2015

City Council Committee Report

To: Mayor and Council

Fr: Tara Rickaby, Planning Administrator

Re: City of Kenora Official Plan Ministerial Modifications

Recommendation:

That Council hereby approves the Ministerial Modifications and City-initiated Modifications to the City of Kenora Official Plan (May 19, 2015) now under review by the Ministry of Municipal Affairs and Housing.

Background

Section 26 of the Planning Act requires that official plans be reviewed at least every five years, while zoning by-laws must be revised within three years after a new official plan is in effect. The current City of Kenora Official Plan and Zoning By-law came into effect on August 19, 2010. In the Spring 2014, the City of Kenora initiated the five-year review of its Official Plan as mandated by the Planning Act. The Official Plan was adopted by Council in May, 2015 and was subsequently forwarded to the Ministry of Municipal Affairs and Housing for approval. The Ministry has returned the Official Plan with thirteen modifications, as listed below.

Community and Aboriginal Engagement

Community and stakeholder consultation is an essential component of the review. Throughout the process, community member engagement is encouraged and promoted to gather input and information for incorporation into the updated documents.

The community engagement process for the Official Plan review included a public open house on August 21, 2014 at the Operations Centre Training Room. The open house was intended to provide information on text and schedule changes for both the Official Plan and Zoning By-law. Approximately 15 members of the public attended the open house, including the Mayor and Councillors. Comments at the open house were generally limited to property-specific inquiries or clarification questions, and no major revisions to the documents were required.

Neighbouring First Nations and Métis communities were circulated throughout the review process. As of today's date, no comments, with respect to the City of Kenora Zoning By-law, have been received.

A separate community consultation process was initiated for the Keewatin CIP. The Plan was prepared in consultation with members of the community and the Keewatin Working Group. The process included a full-day workshop for the KWG on August 20, 2014, as well as an online survey, subsequent KWG meetings, and correspondence throughout the process.

City of Kenora Planning Advisory Committee

The City of Kenora Planning Advisory Committee (PAC) has been integral to the process. The Committee provided comments with respect to issues which have arisen over their years on the Committee, and suggestions for change. The Committee members were provided with copies of the draft documents and met on several occasions to discuss issues such as heights and sizes of accessory structures. Some of the changes in the new Zoning By-law are the result of a review of the numbers of minor variances approved by PAC, over the past six years. The PAC comments were incorporated into the Final Draft Zoning By-law.

Public and Agency Comments

Through the Official Plan and Zoning By-law review process to date, the City has received comments from the public and agencies, including the Northwestern Health Unit. Their comments have been addressed through revisions.

Supporting Documentation

As part of the Official Plan and Zoning By-law review process, a Final Background Report (May 2015) has been prepared to provide direction to the Official Plan and Zoning By-law review by identifying policies and provisions that may currently be missing or require updating based on the Provincial Policy Statement 2014, and other direction from Provincial Ministries.

Circulation and Notification

Notification of the Final Official Plan, Zoning By-law, and CIP was advertised through the following communication tools:

- City of Kenora Community Portal www.kenora.ca, under "What's New";
- Kenora Daily Miner and News on March 13 and 19, 2015.

The Notification for the Statutory Public Meeting with links to the Community Portal were sent by the City's Planning Administrator via email on March 9, 2015 to the following:

- interested members of the public
- City Clerk
- City Council
- Kenora Planning Advisory Committee
- Keewatin Patricia District School Board
- Kenora Catholic District School Board
- Secretary of Union Gas
- TransCanada Pipelines
- Energy Tech Services
- CP Rail
- Ontario Power Generation
- Hydro One Networks Inc.
- Kenora Hydro
- Joel Henley, President, MNO Kenora Métis Council
- Chief Chris Skead - Wauzhusk Onigum First Nation (a mailed copy was also provided)
- Chief Lorraine Cobiness - Ochiichagwe'babigo'ining First Nation (a mailed copy was also provided)
- Chief Alfred Sinclair - Washagamis Bay First Nation (a mailed copy was also provided)
- MMAH – Ministry of Municipal Affairs & Housing
- Kenora Airport Authority

Notification of intention to adopt Zoning By-law

Once the Minister has signed the decision/modifications for the Official Plan, the Ministry will place a notice on the Environmental Registry. The last day for appeal will be 20 days

after that notice is given. The effective date of the Official Plan will be the day after the last day for appeal.

The City of Kenora Zoning By-law and Keewatin Community Improvement Plan will then be given their third readings and the appeal period will begin for those two documents.

Statutory Public Meeting

The statutory public meeting, held under Section 34 of the Planning Act was held on Tuesday, April 14, 2015 at 10:00 a.m. in the Council Chambers. The March 2015 annotated version of the Zoning By-law was considered.

There were several members of the public in attendance, however no objections have been received and there have been no modifications.

Budget: Operating Budget – Planning and Property

Communication Plan/Notice By-law Requirements:

COW and Council agenda/minutes, Notice by-law and regulations of the Ontario Planning Act , Planning Administrator, Managers, Keewatin CIP Working Group, Kenora PAC, Minister of Municipal Affairs and Housing

Strategic Plan or other Guiding Document:

City of Kenora Official Plan
Ontario Planning Act
Provincial Policy Statement, 2014

Modifications from MMAH

SECTION 1.1 PURPOSE OF THE OFFICIAL PLAN by adding the following new sentence at the end of the fourth paragraph after “that is in effect on the date of Council’s decision.”: “Where provincial plans are in effect, such as the Growth Plan for Northern Ontario, planning decisions must conform or not conflict with them.”

2. SECTION 3.12 POLICIES ON GROUP HOMES by deleting the last line of the first paragraph beginning with, “They shall be permitted in a single-detached dwelling... Does not exceed ten 10)”, and by deleting the last two paragraphs.

3.a) SECTION 3.13.3E), DOCKS AND SHORELINE DEVELOPMENT by replacing “3 m” with “5 m” and adding after “will be required,” the following: “and a 10 m natural vegetation buffer will be strongly encouraged ...”

b) SECTION 3.18 POLICIES ON SURFACE AND GROUNDWATER WATER QUALITY by deleting the second paragraph, and replacing it with the following three paragraphs:

“On-site septic disposal fields shall be located at least 30 m from a watercourse or water body.

Where no detailed fish habitat mapping has been completed, all water features – including permanent or intermittent streams, headwaters, seasonally flooded areas, municipal or agricultural surface drains, lakes and ponds (except human-made off-stream ponds) – shall initially be considered fish habitat unless it can be demonstrated to the satisfaction of the City that the feature does not constitute fish habitat as defined by the Fisheries Act.

The natural shoreline vegetation will be retained within 20 m of identified fish and wildlife habitat (e.g. spawning sites, waterfowl staging areas), and subject to recommendations of the fishery assessment and / or environmental impact statement, all of which will be regulated through a combination of the zoning by-law and / or site plan control. The natural shoreline vegetation will be required within 5 m, and strongly encouraged to be preserved within 10 m of all water courses and water bodies.”

4. **SECTION 3.21 POLICIES ON SECONDARY DWELLING UNITS** by adding a new sentence at the end of section b) as follows: “Secondary units shall be permitted in ancillary structures where they are not accessible via public laneway.”

5. **SECTION 4.2.2 ON RESIDENTIAL DEVELOPMENT AREA POLICIES** by moving part h) to Section 5.3.2 Permitted Uses, new part e).

6. **SECTION 4.8.2 POLICIES ON RURAL AREA POLICIES** by adding a new section 4.8.3 as follows and renumbering subsequent sections accordingly:

“4.8.3 Residential Development in the Rural Area

- a) Residential development shall be restricted to single-detached dwellings on relatively large lots serviced by private water and sewage;
- b) Development proposals shall be limited in scale and shall not detract from the planned role and function of the settlement area; and
- c) Development shall preserve rural character and the scenic quality of the rural landscape and shall avoid densities more appropriately found in the settlement area.”

7. **SECTION 5.4 FUTURE DEVELOPMENT AREA** by deleting it in its entirety and replacing with the following:

“5.4 Future Development Area Overlay

Land shown as Future Development Area on Schedule "A" represents older industrial sites or Rural Areas that may be prime locations for development or redevelopment. It is the City’s intention to encourage comprehensive development of these lands.

5.4.1 Redevelopment Lands

These lands are existing or former industrial sites which provide opportunities for redevelopment and to potentially accommodate a range of uses. Although these sites may shift from employment-generating use to another land use, the City continues to enjoy an adequate land supply for employment uses. The following will apply:

- a) Connection to full municipal services is required.
- b) Lands may be subject to the preparation of a Community Improvement Plan prior to development. Council may designate these areas by by-law as a Community Improvement Project Area which would be subject to the preparation of a Community Improvement Plan (CIP). Any CIP shall be prepared in accordance with the Community Improvement section of this Plan.
- c) Lands shall be subject to the preparation of a concept plan prior to development. The required concept plan will illustrate land uses, proposed densities, pedestrian and vehicular movements, open space, municipal services, traffic impact, as well as other elements as identified by the City.
- d) Where a change in land use is identified through a CIP or a concept plan, Amendments to the Official Plan and Zoning By- law will be required prior to development. Until a CIP and a concept plan are prepared for Future Development Areas, the underlying land use designation and policies will apply.

5.4.2 New Development Lands

Are large Rural Areas with minimal or no development, which provide opportunities for new development and to potentially accommodate a range of new uses and that should be protected to prevent premature development that will not take full advantage of the economic potential of the site and the availability of municipal services.

- a) Connection to full municipal services is required.
- b) Lands shall be subject to the preparation of a concept plan prior to development. The required concept plan will illustrate land uses, proposed densities, pedestrian and vehicular movements, open space, municipal services, traffic impact, as well as other elements as identified by the City.
- c) A report demonstrating a need / market for the proposed development as well as the benefit to the community.”

8. **SECTION 5.5.1 AGGREGATE AND MINERAL RESOURCES POLICIES**, by rewording the first sentence of part a) as follows: “In areas shown as Potential Aggregate Area *on Schedule “A”* and High Mineral Resource Potential on Schedule “B”...”

9. **SECTION 6.1 MUNICIPAL SERVICES**, by rewording the first sentence of part ‘h)’ as follows:

“The extent of municipal services provided beyond the settlement area *may be expanded with an Official Plan Amendment if there is evidence through a comprehensive review to support the need to expand the settlement area boundary.*”

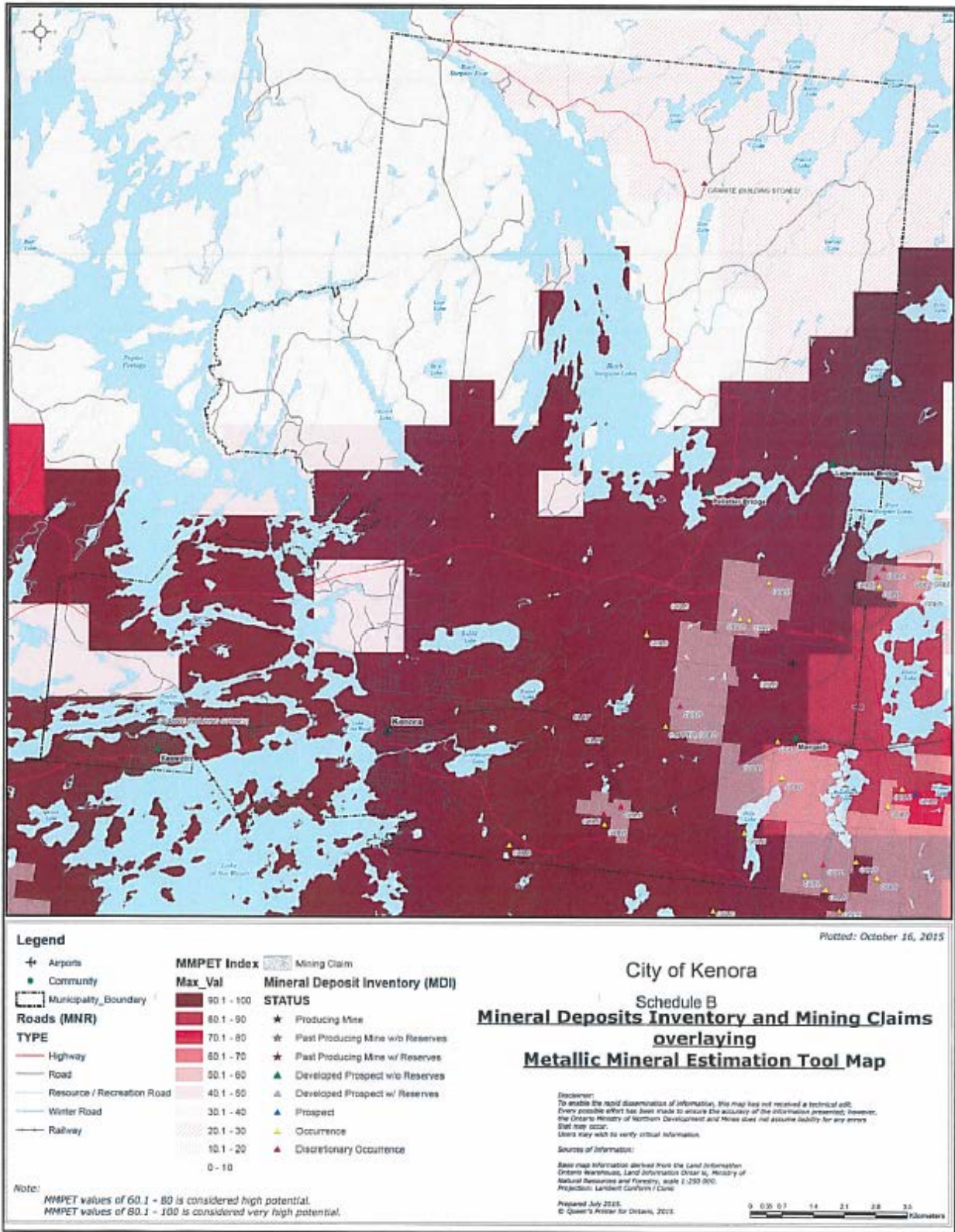
10. **SECTION 6.2 PRIVATE SERVICES**, by adding to the end of part ‘b)’ after “water services”, the following clause: “are not *available provided that site conditions are suitable for the long-term provision of such services with no negative impacts.*”

11. **SECTION 8.11.3 CONSENTS**, by deleting the second paragraph and replacing it with the following:

“Lot creation through the consent process shall be generally limited to four lots (three severed, one retained). In situations where no extension of municipal roads or municipal services or utilities are required, consents for five lots (four severed, one retained) may be considered.”

12. **SCHEDULE A, LAND USE DESIGNATIONS** with revised date of October 28, 2015 replaced adopted Schedule A.

13. A new **SCHEDULE B, MINERAL DEPOSITS INVENTORY AND MINING CLAIMS** plotted on October 16, 2015 is added to the plan.



	Official Plan		Zoning By-law	
Title	Required Text Change	Required Schedule Change	Required Text Change	Required Schedule Change
2011 Amendments				

By-law 21-2011 CIP – Former mill site		✓		
2013 Amendments				
[124-2013] 1751 Veterans Drive				✓
By-law 11-2013 Zoning Amendment (Bell)			✓	✓
By-law 12-2013 Non-conforming provisions			✓	
By-law 97-2013 Zoning Amendment (Lougheed)				✓
By-law 124- 2013 Zoning Amendment (Rippling Waters)				✓
2014 and 2015 Amendments				
Changes in content numbering			✓	
By-law 70-2014 Delegation of Authority			✓	
By-law 120- 2014 1808 Highway 17 West - Eco- friendly camping off Mink Bay			✓	✓
By-law 148 – 2014 31 Villeveuve Road Storage Facility (Whitta)			✓	✓
By-law 19-2015 422 Rabbit Lake Road (Pawlowski)				✓
By-law 40-2015 616 and 628 Anderson Rd (Pederson)				
Section 1 – Administration and Interpretation			✓	
Definitions – various additions			✓	
Section 3.33.2 Height Restrictions on			✓	

Lands in the Vicinity of the Airport				
Section 3.34.1 b)viii Increased maximum height of accessory structures			✓	



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

Medical Radiation Technologists' Week November 8 - 14, 2015

Whereas Radiological Technologists (whom you may know as 'x-ray techs) produce images of body parts and systems by performing exams in general x-ray, CT, breast imaging and operating room procedures; and

Whereas Radiological Technologists are experts in the operation of complex medical radiation equipment, while providing comprehensive, compassionate care to each patient; and

Whereas Medical Radiation Technologists (MRTs) are nationally certified technologists and therapists committed to delivering compassionate care to patients, while delivering critical "high-tech" services to physicians and other healthcare professionals; and

Whereas Medical Radiation Technologists (MRTs) across Canada will be celebrated for their work during Medical Radiation Technologists' Week, November 8-14, 2015;

Now Therefore, I, David S. Canfield, Mayor for the City of Kenora, do hereby proclaim November 8-14, 2015 as **Medical Radiation Technologists' Week** in and for the City of Kenora.

Proclaimed at the City of Kenora this 10th day of November, 2015

Mayor David S. Canfield

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

National Addiction Awareness Week

November 15-21, 2015

Whereas the harmful effects of alcohol and drug misuse affect everyone in our community; and

Whereas the purpose of National Addiction Awareness Week is to raise the awareness in the community of harm caused by addictions and solutions to the problem; and

Whereas the Kenora Substance Abuse and Mental Health Task Force has planned a variety of activities during National Addictions Awareness Week;

Now Therefore, I, David Canfield, Mayor of the City of Kenora, do hereby recognize and declare

Therefore, I David S. Canfield, Mayor of the City of Kenora, do hereby proclaim November 15 to 21, 2015, as: "NATIONAL ADDICTION AWARENESS WEEK" in the City of Kenora.

Proclaimed at the City of Kenora this 10th day of November, 2015



Mayor David S. Canfield