

**Program:**

Mayor & Council

City Hall

Human Resources

Building Rentals

**Applicable Departments:**

111 – Mayor & Council  
112 – Municipal Elections

121 – Administrator’s Office  
122 – City Clerk’s Office  
125 – Building & Grounds Mtnce.  
131 – Finance & Administration  
134 – Information Technology

124 – Human Resources

152 – Rentals

**Program Description:**

Operating the office of the Mayor and Council, as well as the advertising, promotion and travel of the seven members of Council, including election costs during an election year.

Operating costs of City Hall, including administration, City Hall reception, janitorial, maintenance and utility costs. City Hall handles the financial & administrative functions of the City, including: customer service, taxation, financial management, accounting, budgets, records management, licensing and provincial offences. City Hall also provides the support for the City’s information technology infrastructure.

Provision of human resource services for the City of Kenora, including the delivery of health & safety programs and monitoring the WSIB program.

Rental revenues and costs related to various rental properties owned by the City.