

**Program:**

Mayor & Council

City Hall

Building Rentals

**Applicable Departments:**

111 – Mayor & Council  
 112 – Municipal Elections

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

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 provides the human resources services for the City, including the delivery of health & safety programs and monitoring the WSIB program. City Hall also provides support for the City’s information technology infrastructure.

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

<b>Program:</b>	<b>Applicable Departments:</b>	<b>Program Description:</b>
Fire	211 – Fire Department 212 – Fire Vehicles & Equipment	Emergency response, fire prevention and public fire safety education and training.
Police Services Board	222 – Police Services Board	Board overseeing police related operations in the City.
OPP Police Services	225 – Ontario Provincial Police 229 – Police Building	Policing services for the City of Kenora, provided by the Ontario Provincial Police.
Animal Control	241 – Animal Control 242 – Animal Control Vehicles	Provision of by-law enforcement within City limits, and in particular the enforcement of the Animal Control By-law.
Building Inspection	251 – Building Inspection 252 – Building Inspection Vehicles	Examination of plans, issuing building permits, inspection of construction and plumbing within City limits. Enforcement of building and property standards, by-laws and the Ontario Building Code. Maintenance of Municipal Street Addressing, issuance of outstanding work order certificates and responsible for facility management for City buildings.
Facilities Maintenance	253 – Facilities & Property Mgt. 254 – Facilities Vehicles	A centralized service for all of the City’s buildings and facilities.
Emergency Measures	261 – Emergency Measures	Provision of emergency measures, including updating the plan and co-ordination of emergency activities and exercises.
911 Emergency Access	263 – 911 Emergency Access	Provision of access to 911 emergency services for the City.

**Program:**

Health & Safety  
Committee

Provincial Offences

**Applicable Departments:**

271 – Health & Safety Comm.

281 – Provincial Offences

**Program Description:**

Implementation and training requirements associated with the Occupational Health & Safety Act as coordinated through the City's Health & Safety Officer.

Kenora's share of the net revenues associated with the Administration of Provincial Offences. Provincial Offences revenues refer to the fines paid by individuals as penalty for law infractions. The City runs this program under a separate fund. Net revenues generated from this program are shared between our municipal partners – Red Lake, Ear Falls and Sioux Narrows Nestor Falls.



**Program:**

Roads & Bridge  
Maintenance

- 311 – General Roads Maintenance
- 312 – Bridge Maintenance
- 313 – Paved Roads Maintenance
- 314 – Surface Treated Roads Mtnc.
- 315 – Loosetop Roads Maintenance
- 316 – Winter Control Maintenance
- 317 – Safety Devices Maintenance
- 390 – Public Works Barsky Facility
- 393 – General Vehicles & Equipment
- 421 – Storm Sewers

Conventional Transit

- 341 – Conventional Transit

Handi Transit

- 342 – Handi Transit

Metered Parking

- 351 – Metered Parking
- 354 – Metered Parking Vehicles

Parking Rentals

- 352 – Parking Rentals
- 353 – Chipman Parking Lot

Streetlighting

- 361 – Streetlighting

Docks & Wharfs

- 381 – Docks
- 382 – Wharfs

**Program Description:**

Repair and maintenance of municipal streets in the City of Kenora, including facility operations for employees and related vehicles and equipment. Roads maintenance includes: bridge maintenance, grass mowing, bush / tree trimming and removal, debris and litter pickup, sweeping, cleaning and flushing, general roads maintenance, sidewalks, lanes, sidewalk and road plowing and snow removal, sanding and salting, safety devices, storm drains, highway signage, dust control, ditching and culvert thawing and storm sewers.

General operation of the City's conventional transit service.

Funding provided to the Kenora Handi Transit Corporation to provide transit services for those who are unable to safely access and / or use conventional transit.

Maintenance of parking meters within the downtown area. Enforcement of the by-law related to parking within the downtown area.

Operation costs for various City parking lots, including Kenora Parkade, Chipman Parking Lot, McLellan Parking Lot and the Harbourfront Parking Lots.

Repairs, maintenance and utility costs related to all street lighting and traffic lights within City limits.

Repair and maintenance of municipal docks and wharfs.

<b>Program:</b>	<b>Applicable Departments:</b>	<b>Program Description:</b>
Warehouse	391 - Warehouse	Purchase and distribution of materials from the stores department to various City departments. Internal inventory control, security and accountability. Maintenance of outside stock. Reconciling supplier invoices for stock for payment. Customer service related to tank truck orders, brush chipping, water meters, and sewer & water service agreements.
Garage & Shop	392 – Garage & Shop	Maintenance provision on all City owned vehicles and equipment, excluding items repaired through suppliers. Mechanics also provide pump repairs on behalf of the City’s water & sewer utility (charged out to that department) and welding / fabrication as required.
Engineering	395 – Engineering	Municipal engineering services, including: contract supervision, project management, GIS mapping, asset inventory management landfill leachate monitoring management (charged out to the City’s solid waste utility) and development review.
Operations Administration	396 – Operations Administration	Office of the Operations Manager and Assistant. Operations Manager responsible for roads, water & sewer, solid waste, fleet and engineering.

**Program:**

Recycling

**Applicable Departments:**

- 449 – Blue Box Collection
- 455 – Recycling Facility
- 456 – 4 R Initiatives

**Program Description:**

Recycling activities for the City.



**Program:**

Cemeteries

**Applicable Departments:**

551 – LOTW Cemetery  
552 – St. Nicholas Ukrainian Cem.

**Program Description:**

Net operations for the Lake of the Woods Cemetery, which is owned and operated by the City, including turf maintenance, customer service, public registry, genealogy traces, tours, ice candle campaign, headstone installation & maintenance. Lake of the Woods Cemetery is operated under a separate fund by the City. Also includes an annual grant to the St. Nicholas Ukrainian Cemetery.

**Program:**

Day Care

**Applicable Departments:**

- 641 – Kenora Day Care
- 642 – After School Program
- 643 – Summer Day Camp

**Program Description:**

The City day care facility was closed at the end of 2012 and the City is no longer in the direct provision of child care services. This section remains in the budget for the purposes of prior year information.



<b>Program:</b>	<b>Applicable Departments:</b>	<b>Program Description:</b>
Parks	711 – Parks 712 – Parks Vehicles & Equipment 713 – Anicinabe Park 714 – Coney Island 715 – Norman Park 716 – Harbourfront 717 – Ball fields	Repairs and turf maintenance of all City parks and open spaces including beaches, ball fields, tennis courts, recreational parks, open green spaces, city owned properties and roadside maintenance.
Kenora Assembly of Resources – Special Events	719 – KAR – Special Events	Grant to the Kenora Assembly of Resources (KAR) attributed to running the street programs.
Kenora & Keewatin Recreation Centres	729 – Vehicles & Equipment 730 – KRC Complex 731 – Parks & Facilities Mgt. 732 – Thistle Arena 733 – MSFC Pool 734 – KRC Concession 735 – KRC External Facilities 736 – KM Arena & Complex 737 – KM Concession 741 – Fitness Centre 747 – Diamonds and ice Tournament 748 – Child Minding Centre	Operations of the Kenora Recreation Centre (KRC) and the Keewatin Memorial (KM) Arena, including costs related to maintenance, contracts, consulting services and the Recreation Manager. Programs include the arena, aquatic centre, fitness centre, room rentals, outdoor field rentals, tennis courts, basketball courts and the skate park.
JM Arena & Complex	738 – JM Arena & Complex	Costs paid for the utilities and maintenance of the JM Arena & Complex in accordance with the existing partnership agreement.
Recreation Programs	739 – Recreation Programs	Net operations related to various recreation programs offered through the recreation facilities, and in particular as organized by the Recreation Programmer.

Program:	Applicable Departments:	Program Description:
Community Events	762 – Community Events	Miscellaneous expenses incurred by the City with respect to community events, for example, the Main St. Christmas tree.
Teams & Clubs	763 – Teams & Clubs 764 – Heritage Kenora	Funding provided by the City to the four community clubs, as well as the Heritage Kenora Committee.
Kenora Public Library	771 – Kenora Public Library	Funding provided to the Kenora Public Library Board for library operations.
Lake of the Woods Museum	781 – LOTW Museum	Funding provided to the Lake of the Woods Museum for museum operations.

<b>Program:</b>	<b>Applicable Departments:</b>	<b>Program Description:</b>
Planning Operations	811 – Planning Operations 813 – Planning Advisory Comm.	Planning services, including: land use planning / heritage conservation, major capital projects and property acquisition & disposal. Includes costs for the Manager of Property & Planning.
Business Enterprise Centre	822 – Business Enterprise Centre 823 – Youth Intern (BEC) 824 – Starter Company	Support and advisory services to encourage and support viable small to medium sized business opportunities in their start up and early growth. Job creation / retention and enhancing long-term economic development in the Kenora & Rainy River Districts.
Economic Development	825 – Economic Development	Staffing and administrative costs for economic development activities through the Lake of the Woods Development Commission.
Tourism	831 – Tourism 834 – Special Events	Staffing and administrative costs for tourism activities, and special events, run through the Lake of the Woods Development Commission.
LOWDC	835 – LOWDC	The City’s portion of funding for projects run by the Development Commission.
Tourism Strategy	833 – Tourism Strategy	Funding for the Brand Leadership Team (BLT) to be used to obtain matching dollars for the implementation of the new brand in accordance with the strategy and resulting recommendations.



<b>Program:</b>	<b>Applicable Departments:</b>	<b>Program Description:</b>
Northwestern Health Unit	511 – Northwestern Health Unit	Mandatory funding to the Northwestern Health Unit (NWHU) to support mandatory programs based on NWHU levy. Funding is charged on a per capita basis.
Land Ambulance	531 – Land Ambulance	Mandatory funding to the Kenora District Services Board (KDSSB) for land ambulance operations.
Ontario Works	610 – Ontario Works	Mandatory funding to the Kenora District Services Board (KDSSB) for Ontario Works. This program is being uploaded to the Province over a set period, and will eventually disappear from the City's budget.
District of Kenora Home for the Aged	621 – Pinecrest Home for the Aged	Mandatory funding to the District of Kenora Home for the Aged (Pinecrest) for assistance provided to Seniors.
Child Care	649 – Child Care	Mandatory funding to the Kenora District Services Board (KDSSB) for child care.
Social Housing	671 – Social Housing	Mandatory funding to the Kenora District Services Board (KDSSB) for social housing operations.