



## **AGENDA**

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

**Wednesday, June 30, 2021**

**8:30 a.m.**

**Virtual Attendance**

Due to the COVID-19 Pandemic, Council will be meeting electronically as permitted in accordance with their Procedural Bylaw. Citizens and our Media Partners are encouraged to attend the virtual meeting via the Public Live Stream Event at:

<https://video.isilive.ca/kenora/>

#### **1. Call to Order**

#### **2. Blessing & Land Acknowledgment** - Councillor Van Wallegem

#### **3. Public Information Notices**

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

- Budget amendment in the amount of \$26,300 plus HST of which \$9,529.79 is to be funded through police commission reserves and \$16,770.21 plus HST is funded through contingency reserves for a strategic planning process for the Kenora Police Services Board

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

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

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

#### **5. Presentations/Deputations**

- Presentation - Draft 5-Year Tourism and Economic Development Strategy

#### **6. Special Items**

- Draft 5-Year Tourism and Economic Development Strategy
- Budget Amendment – Kenora Police Services Board Strategic Plan
- Central Park Sewer & Water Rehabilitation Project
- Green Inclusive Community Building Program

#### **7. By-laws**

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

- Budget Amendment – Kenora Police Services Board Strategic Plan

**8. Announcements (non-action)**

**9. Adjourn to a Closed Session**

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

- i) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality (1 matter)

**10. Adjourn Meeting**

**Information on Voting by Mayor & Council under The Municipal Act, 2001**

**243.** Except as otherwise provided, **every member** of a council shall have **one** vote;

**245.** Any question on which there is a **tie vote shall be deemed to be lost**, except where otherwise provided by any Act;

**246. (1)** If a member present at a meeting at the time of a vote requests immediately before or after the taking of the vote that the vote be recorded, each member present, except a member who is disqualified from voting by any Act, shall announce his or her vote openly and the clerk shall record each vote;

**(2)** A **failure to vote** under subsection (1) by a member who is present at the meeting at the time of the vote and who is qualified to vote shall be **deemed to be a negative vote**.



June 28, 2021

## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Heather Pihulak, Director of Corporate Services/City Clerk**

**Re: Budget Amendment – Police Services Board Strategic Planning**

### **Recommendation:**

That Council hereby approves a budget amendment in the amount of \$26,300 plus HST of which \$9,529.79 is to be funded through police commission reserves and \$16,770.21 plus HST is funded through contingency reserves for a strategic planning process for the Kenora Police Services Board; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2021 Operating & Capital Budgets at its June 30, 2021 special meeting for this purpose; and further

That Council give three readings to a By-law to amend the 2021 Operating & Capital budgets for this purpose

### **Background:**

Provincial legislation provides for police services boards to prepare, review, and revise as appropriate a strategic plan for the provision of policing in their communities. The significant changes to the Police Services Act proposed in the Safer Ontario Act, 2018, include a transition to a four-year strategic plan. This plan establishes a focus to respond to the most significant challenges for police leadership through 2022 and beyond.

This strategic plan process will be significant for the Board. There is ever-increasing expectations for the role of policing in our community beyond traditional law enforcement, such as responding to social trends, safeguarding the most vulnerable members of our society, and working with community partners and public sector agencies to address issues on the front line. Innovation is also required to keep up with rapidly changing technology and human resources practices in a fiscally constrained world.

Our OPP service is expected to be visible in the community, use its resources well, and work collaboratively with a spectrum of agencies. Our goal is to maintain a safe community at home, at work, at school, on the streets, or in public places. Accomplishing that goal involves dozens of significant policing issues, social trends, or safety factors that must be addressed.

Members of the Kenora OPP provide leadership and play a role as partners in public education and crime prevention; participate in a long list of community activities, boards, committees and events; have a wide variety of community programs to meet community needs and identify areas of focus for policing.

The current Police Services Act requires the Board to prepare a Business Plan at least once every three years. When the new Comprehensive Ontario Police Services Act is in full force, the name will change to Strategic Plan and it will span four years. This is expected to be in full force and affect in early 2022. The KPSB is responsible for determining priorities and objectives for police services in the community in consultation with the Detachment Commander, Council, City staff and broader community. When the new Act comes into force the KPSB will require a strategic plan for a four-year term to meet provincial requirements under the Comprehensive Ontario Police Services Act. Developing a strategic plan would establish a vision and mandate for the KPSB and identify community priorities, objectives, and strategies for enhancing protective services, community safety and other police matters. Once established, the strategic plan will guide the KPSB's ongoing commitment to community safety and policing excellence on a day-to-day and longer-term basis.

The timing is ideal for the Board to work in partnership with the City's existing strategic planning process which is currently underway. Urban Systems has been awarded the tender for the City's strategic planning process and has provided a further addition to the existing contract to undertake this work. By aligning the two projects, it will allow for community consultation to be streamlined and community feedback to be included in the City's strategic planning process and only having to provide public outreach for what will appear as one project. The City currently has a large array of plans currently underway in which public engagement will be part of these processes. Adding yet one more community consultation process may result in less participation in this important project. Streamlining the two projects together at least for the public participation process we feel will be ideal.

It is anticipated this process will take approximately 2-3 months. The Board will be fully engaged in the process along with public engagement with key stakeholders and the general public.

**Budget:** \$26,300 plus HST to be taken from contingency reserves

**Risk Analysis:** There is a low risk associated with this report. While the new Act requires the Board to have a strategic plan, we still do have time to proceed with the development of the plan. However, it is felt that it is an important factor in our community to ensure the public has input into the priorities of policing in our community through the Board's independent visionary guiding document.

**Communication Plan/Notice By-law Requirements:** bylaw and public notice

**Strategic Plan or other Guiding Document:**  
The Kenora Police Services Board Strategic Plan



June 27, 2021

## City Council Committee Report

**To:** Kyle Attanasio, CAO

**Fr:** Stace Gander, Acting Director of Operations and Infrastructure  
Dave Mellor, Project Engineer

**Re:** Central Park Sewer and Water Rehabilitation

### **Recommendation:**

That the tender submitted by Titan Contractors, in the amount \$398,342.00 (plus HST) for sewer and water rehabilitation at Central Park be hereby accepted.

### **Background:**

At the May 11, 2021 Committee of the Whole meeting, City staff brought forward a report regarding the seventy (70) civil infrastructure under the Central Community Club. At that time, the Engineering department recommended that the infrastructure be replaced. That recommendation was approved.

The initial bidding process involved and expression of interest that included both the civil work plus the community and rink rebuild. Prices submitted for the infrastructure portion far exceeded the total budget. As a result, a tender was issued for the sewer and water rehabilitation as a standalone project. That tender closed on June 25, 2021 and 1 bid was received.

Summary of the bid received is as follows (HST extra):

Titan Contractors	\$398,342.00
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### **Budget:**

Council previously approved a budget amendment in the amount of \$395,000 plus HST of which \$305,000 plus HST is to be funded through the Sewer and Water Reserve and \$90,000 plus HST to be funded from the Storm Sewer Reserve to replace sewer related to the water and storm infrastructure at Central Park 2021 Capital Budget.

The shortfall for this portion of the project is \$3,342.00 plus HST and will be funded through another project that came under budget and therefore represent no pressure to the City's current 2021 capital plan.

### **Risk Analysis:**

As per the requirements of the ERM policy, there would be a moderate operational risk if the reconstruction work were not completed. This risk will be mitigated through the proactive approach of completing the repairs in a timely manner, therefore preventing large-scale failure of these systems.

**Communication Plan/Notice By-law Requirements:** Resolution required.

Distribution: S. Gander, D. Mellor, M. Vogrig, M. Emms, Shaun Clifford

**Strategic Plan or Other Guiding Document:**

Goal #2 Strengthen Our Foundations

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



June 23, 2021

## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Stace Gander, Director of Community Services  
Adam Smith, Director of Development Services**

**Re: Green & Inclusive Community Buildings (GCIB) Program**

### **Recommendation:**

That Council directs staff to prepare and submit an application to the Green and Inclusive Community Building Program scheduled intake for large retrofit projects as outlined in the Council report dated June 23, 2021.

### **Background:**

On April 14, 2021 the Government of Canada, through Infrastructure Canada announced up to \$1.5 billion in federal funding over five years to establish the Green and Inclusive Community Buildings Program (GCIB). The national merit-based program supports retrofits, repairs or upgrades of existing publically accessible community buildings and the construction of new publically accessible community buildings that serve underserved and high-needs communities across Canada. Community buildings are non-commercial community-oriented structures and spaces that provide open, available, and accessible community services to the public.

Under this program, the Government of Canada is making investments to improve the availability and condition of community buildings, particularly those populations experiencing higher needs, while also making buildings more energy efficient, reduce carbon emissions, resilient, and high performing.

### Eligible Projects:

To be eligible for funding, projects must be in areas with underserved populations experiencing higher needs and be the site of programming, and/or activities that demonstrably serve the populations. All projects must be planned to be completed between April 1, 2021 and March 31, 2026. The program funds two types of projects:

1. Retrofits, repairs, and upgrades to existing community buildings
  - a. Retrofits are changes to an existing building that seek to renovate, upgrade, or repair aspects of the building in a manner that improves environmental outcomes.
  - b. Retrofits must be to a facility that is accessible to the public and that provides non-commercial services to the community such as:
    - i. Community centres;
    - ii. Public sports and recreational facilities;
    - iii. Child and youth centres;
    - iv. Mobile libraries;
    - v. Community health centres;
    - vi. Structures that support community food security; and
    - vii. Seniors' centres

- c. Eligible retrofits must include green retrofit measures, and include measures that increase the overall accessibility and/or safety of the building where applicable.
  - d. All eligible retrofit projects are encouraged to achieve at least 25% in energy efficiency improvements compared to the building's baseline energy consumption. Projects with greater energy efficiency improvements will receive a higher score and are more likely to be selected for funding.
2. The construction of new community buildings
- a. New builds must be of a facility that is open and accessible to the public and that provide non-commercial services to the community. Examples include:
    - i. Community centres;
    - ii. Public sports and recreational facilities;
    - iii. Adult community learning centres;
    - iv. Indigenous centres; and
    - v. Mobile health clinics.
  - b. One third of funding being directed to new builds required to be built to net zero or net zero ready specifications
  - c. Must have conducted a climate risk assessment and identified measures mitigating the medium and high risks
  - d. Must meet or exceed accessibility standards

Available funding

Up to \$860 million is available for retrofit projects across Canada

- Small retrofit projects - \$100,000 to \$250,000 in total eligible costs
- Medium retrofit projects - \$250,000 to \$3,000,000 in total eligible costs
- Large retrofit projects - \$3,000,000 to \$25,000,000 in total eligible costs

More than \$430 million is available for the construction of new buildings across Canada.

There is no ceiling to the amount of funding available to an eligible applicant; however, there are funding limits depending on total eligible project costs:

Total Eligible Project Cost	Cost-Share Maximum
Retrofits up to \$9,999,999	80%
Retrofits costs \$10,000,000 +	60%
New builds up to \$9,999,999	60%
New build costs \$10,000,000 +	50%

While not all project costs can be covered by this program, the maximum amount permitted from all Government of Canada sources is 100% of eligible costs.

Application process:

The process is divided into two main types: a continuous, non-competitive intake, and scheduled, competitive intake.

- 1. Continuous intake, non-competitive
  - a. Applicants with small to medium retrofit projects will be accepted on a continuous basis and funded on a first come first served basis
  - b. Applications will be accepted until total funding for this stream has been completely allocated

2. Scheduled intake, competitive

- a. Applicants with large retrofit projects to existing community buildings or new community building projects will be accepted through a scheduled, competitive intake process
- b. Applications for scheduled intake are due July 6, 2021 and will be accepted through Infrastructure Canada's online application portal.

There are no limits to the number of applications that can be submitted by an eligible applicant. However, a separate application form must be submitted for each.

Recommended Project: Kenora Recreation Centre Rooftop Solar PV Project

Development Services Staff and Community Services Staff have worked closely to evaluate and develop a proposed project idea, ensuring that the project selected aligned with the eligibility requirements. The selected project falls under the scheduled, competitive intake, as the total project is estimated to cost a total of \$5M.

Recommended Project	Description	Funding Request (M's)	City Cost-Share (M's)	Total Project Cost (M's)
Rooftop Solar PV at Kenora Recreation Centre	<ul style="list-style-type: none"><li>• Rooftop Solar PV Installation at KRC</li><li>• Conversion of existing gas powered infrastructure (boilers, hot water tanks) to electric</li><li>• Installation of energy meters</li></ul>	\$4M	\$1M	\$5M

The project is a solar energy retrofit project that will include the installation of a large solar array on the Recreation Centre and convert major gas HVAC and boiler units to electric. The project will lead to reduced greenhouse gas emissions, foster awareness of green building best practices, reduce operating costs to enable future investment within the community, and further the City's commitment to minimize its pressure on the environment. There is also the potential for bidirectional metering which could act as a revenue source for the City.

Applications for the applicable program stream must be submitted by July 6, 2021. In the event that the City is successful in its application, additional design work would be required to implement the recommended retrofits. These costs would be recoverable through the grant itself. Staff will procure the services of a skilled consultant to help design and implement the project.

Based on the information provided in this report, staff will complete the funding application for the Rooftop Solar PV project at the KRC prior to the submission deadline. Upon notification of successful applications, staff will update Mayor and Council and if necessary, bring a report forward in order to enter into a Transfer Payment Agreement with the federal government.

**Budget:**

Under the GCIB program, the City would expect to receive \$4M from the Federal Government with a cost-share of \$1M. Work contemplated under this project that is the

City's contribution is largely built into the 5 year capital plan. The boilers are slated for replacement in 2022 and were to be funded through recreation reserves. The Wellness Centre roof was slated for replacement in 2024 and the \$500,000 was to be debt financed. The \$300,000 shortfall relative to budget is also recommended to be financed through debt given the funding ratio and the long term benefit both financially and environmentally for this project.

**Risk Analysis:**

There is a moderate risk financial risk given the financial scope of the project. However, this is deemed an opportunity to plan for future facility needs, incur long-term energy cost savings, as well as serve as a demonstration project to showcase delivery of renewables in the Northwestern Ontario region while reducing operating costs. The majority of eligible costs is supported by the Federal government – as such, an application under the GCIB program should be pursued.

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

**Strategic Plan or other Guiding Document:**

- 2-1 The City will ensure that our municipal infrastructure assets are managed and maintained using available resources through a robust asset management plan and process, with the intent of moving towards all City infrastructure being in a good state of repair to ensure certainty, security and long-terms stability of our systems.
- 2-4 The City will act as the catalyst for continuous improvements to the public realm.
- 2-11 The City will consider the impacts of climate change in both rehabilitating existing and designing future requirements, as well as work to mitigate the impacts of climate change in relation to City operations.
- 2-12 The City will lead and promote environmental sustainability through conservation, smart building design and, where feasible, retro-fit practices for City-owned facilities.