



# City of Kenora Committee of the Whole Agenda

Tuesday, August 2, 2022

9:00 a.m.

City Hall Council Chambers

Live Stream Access: <https://kenora.civicweb.net/Portal/>

## 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 August 9, 2022 meeting: -

- Approve a budget amendment in the amount of \$100,000 from the Insurance Deductible Reserves to cover the deductible for the a flood damage claims

## Blessing & Land Acknowledgement

Councillor Smith

## 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 July 12, 2022 and the Special Committee of the Whole July 12 and 19, 2022 be confirmed as written and filed.

## D. Deputations/Presentations

- Cathy Bilyk, Protesting the Proposed Zoning Bylaw

## E. Reports:

### 1. Corporate Services & Finance

Item Subject

- 1.1. June 2022 Financial Statements
- 1.2. Section 357's
- 1.3. Budget Amendment – Insurance Deductible Reserve
- 1.4. Committee Review Follow-Up

## 2. Fire & Emergency Services

Item Subject

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No Reports

## 3. Engineering & Infrastructure

Item Subject

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3.1 E & I Second Quarter Report

## 4. Community Services

Item Subject

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4.1 Community Services Second Quarter Report

## 5. Development Services

Item Subject

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5.1 Tourism & Economic Development Strategy One Year Update

### Other:

#### Next Meeting

- Tuesday, September 13, 2022

#### Motion - Adjourn to Closed Meeting:

That this meeting now be adjourned to a closed session 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) Disposition of Land (3 matters-Creighton Youth Centre lease, McLeod Park project, Pocket Park project)
- ii) Educating & Training Members of Council (1 matter-CAO update)

**Adjournment.**



July 21, 2022

## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Charlotte Edie, Director of Finance**

**Re: June 2022 Financial Statements**

### **Recommendation:**

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora at June 30, 2022.

### **Background:**

Attached for your information, please find the June 2022 summary expense and user fee statements for the City of Kenora and the Council department. At the end of June, if expenditures were uniform, 50% of the budget should be used with 50% of the budget remaining.

### **Overall: General Operations**

- Expenses at the end of June 2022 were under budget with 53.51% remaining to be spent.
- User fee revenues to the end of June 2022 are under budget with 58.6% left to collect.

Significant differences in the general operations are as follows:

- OPP – user fees – second quarter revenue statement is not yet available therefore user fees under budget.
- Police commission – expenses appear to be over budget however \$23,772 for the strategic plan was not included in the original budget and was approved as a budget amendment.
- Roads departments – are under budget as a result of costs being allocated to the disaster relief accounts.
- POA - user fees – 1<sup>st</sup> quarter currently being processed.
- Winter Control Maintenance – balance is considerably higher than 2021 due to several significant winter events. Shortfalls will come out of the winter maintenance reserve. This will be determined once all 2022 expenditures have been recorded.
- General vehicles and equipment – the insurance allocation was posted in January this year, fuel costs are higher than usual due to the winter control activity.
- Operations Administration – department is under budget due to a vacancy in the Director position.
- Recycling Facility – contracted services is under budget as we are receiving better cardboard prices from Cascades. We are receiving \$85/ton in 2022 as opposed to \$25/ton historically.
- Starter Company – new programs initiated; increase in corresponding funding.

**Overall: Sewer and water**

- Expenses at the end of June 2022 were under budget with 61.9% remaining to be spent.
- User fee revenues to the end of June 2022 are around the budget target with 55.2% left to collect. Actual revenues reflect the rate increase as of January 2022.

**Overall: Solid Waste**

- Expenses at the end of June 2022 were under budget with 56.05% remaining to be spent.
- User fee revenues to the end of June 2022 are under budget with 55.27% to be collected. Garbage collection revenues (44.88% remaining) are over budget due to the surge in bag tag sales prior to the rate increase in July. Transfer station revenues appear to be under budget however the budget reflects the July increase in tipping fees so revenues will catch up for the remainder of the year.

**Emergency Measures**

Flood related expenditures to the date of this report are as follows:

- Emergency measures       \$46,810
- Roads                         \$322,889
- Parks                         \$18,325
- \$388,024

This represents the actual invoices posted. There are significant invoices outstanding.

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:**

Our Mission: To be an accountable, collaborative, and informed team that takes pride in delivering value-added municipal services.

Corporate value: We administer municipal finances in a prudent, accountable, and transparent manner that is mindful of the financial implications of our daily decisions.

**ERM Assessment:** Monitoring financial statements on a monthly basis mitigates some of the uncertainty related to projected costs vs actual expenditures.



July 21, 2022

## City Council Committee Report

**To: Mayor and Council**

**Fr: Rachel Jaworowicz, Tax Collector**

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

**Recommendation:**

That Council hereby approves Section 357 tax adjustments with potential refunds totaling \$10,994.29.

**Background:**

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

**Budget/Finance Implications:**

The municipal share of the tax reduction relating to the Section 357 adjustment is \$8,464.85.

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

Property owners receiving a Section 357 adjustment will be notified in writing of the applicable refund amount.

**Strategic Plan or other Guiding Document:**

Legislative requirement.



July 22, 2022

## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Charlotte Edie, Director of Finance**

**Re: Budget Amendment – Insurance Deductible**

**Recommendation:**

That Council hereby approves an allocation of \$100,000 from the Insurance Deductible Reserve to cover the deductible for the a flood damage claim; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2022 Operating Budget at its August 9, 2022 meeting to withdraw funds from the Insurance Deductible Reserve for this purpose; and further

That Council give three readings to a by-law to amend the 2022 operating budget for this purpose.

**Background:**

Commencing on or around May 4<sup>th</sup>, 2022, the City of Kenora is experiencing exceptional flooding throughout the City resulting in significant damage to municipal infrastructure. City staff are working with our insurance company, Westland Insurance Group, to determine what costs of remediation are covered by insurance.

Our deductible for flood damages is \$100,000.00. It is anticipated that the cost to repair and replace assets will exceed this amount.

**Budget:** \$100,000.00 will be drawn from the Insurance Deductible Reserve.

**Risk Analysis:** As per the requirements in the City's ERM Policy, there is a minor financial risk as the funds are available in the Insurance Deductible Reserve to cover the deductible.

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

**Strategic Plan or Other Guiding Document:** Administrative only.



July 25, 2022

## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Heather Pihulak, Director of Corporate Services**

**Re: 2022-2026 Boards/Committees**

### **Recommendation:**

That the 2018-2022 term of Council reviewed the existing Boards and Committees that form part of this term of Council and hereby support the Kenora Urban Recreational Trails Committee be excluded from the renewal process at end of term November 14, 2022; and further

That the terms of reference for this committee be repealed effective November 14, 2022.

### **Background:**

This report is in follow up to the March 2022 Council report which recommended two committees be eliminated in the new Boards & Committees appointment process in November 2022.

At that meeting, Council directed administration to bring the recommendation to the two committees for review and discussion at committee level. Discussion took place following the March Council direction at the next regular meetings for both committees.

As a result of these discussions, the Kenora Urban Recreation Trails Committee supported a change to the formalized committee structure and looking at a mechanism for volunteers to work directly with Parks staff on trail enhancement and development rather than a formalized committee. The Heritage Kenora Committee does not support the disbandment and would like to see the committee work continue.

It is Council's discretion on all of the Boards and Committees of Council and therefore the decision rests with Council. The request for volunteers for the Boards and Committees will be publicly posted in September to start the process for appointment of members at the Inaugural meeting of Council on November 15<sup>th</sup> and therefore the decision on each committee needs to be confirmed at this time.

**Budget:** There is no budget implication to this review.

**Risk Analysis:** There is a low risk associated with this report as the report is intended to be a review of the various Boards/Committees.

**Communication Plan/Notice By-law Requirements:** Boards and Committees will be publicly advertised beginning the end of September and into October for Council appointment at the inaugural meeting of the new Council.

**Strategic Plan or other Guiding Document:**

The strategic plan in its entirety can touch this report as the mandates of many of these boards and committees touch the Strategic Plan throughout. This is also true for many of our other guiding documents and Acts.

July 26<sup>th</sup>, 2022



## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Marco Vogrig, Acting Director of Operations and Infrastructure**

**Re: Engineering & Infrastructure Services Quarterly Update – April to June**

### **Recommendation:**

That Council hereby receives the Engineering & Infrastructure Departments quarterly & operational updates ending June 2022.

### **Background:**

As part of the planning process, Administration seeks and receives Council's approval on operating and capital budgets in any given year. In an effort to provide Council with an update on progress towards achieving goals, work completed, the following report has been created.

## **Engineering**

<b>Name of Project:</b>	<b>2022 Sewer and Water Rehabilitation Project</b>		
<b>Project Manager:</b>	Municipal Civil Engineering Technologist	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	April 2022	<b>Completion Date:</b>	October 2022
<b>Project Objective:</b>	To rehabilitate municipal sewer and water infrastructure including the replacement of surface works, streetlight improvements, and value added features where possible.		
<b>Location of Work:</b>	2 <sup>nd</sup> Street South from 5 <sup>th</sup> Ave S to 7 <sup>th</sup> Ave S 2 <sup>nd</sup> Avenue South from Mike Richards Way to 6 <sup>th</sup> Street South 7 <sup>th</sup> Avenue South from 6 <sup>th</sup> Street South to 8 <sup>th</sup> Street South		

### **Project Update:**

- ICIP – Green funding in the amount of \$1.3 million approved in April to support the water distribution infrastructure upgrades. Titan Contractors awarded the work valued at \$3.423 million.
- Construction has begun on 2<sup>nd</sup> Street S, as of June 29, 2022 subsurface works is approximately 60% complete.



*Figure 1: 2nd Street South Construction Progress*

**Schedule Status:** Procurement of materials delayed due to late funding announcement and the late spring resulted in approximately a two week delay to construction. Titan Contractors is approximately two weeks behind their anticipated schedule. Schedule risk is low.

**Project Budget:** \$1.5 million – waste water collection program, \$1.5 million water distribution program \$1.3 million – IICIP Green funding.

**Budget Status:** Satisfactory, no concerns regarding overages or potential budget strain.

**Plans for Next Period:**

- Titan to continue construction throughout the remaining locations.

<b>Name of Project:</b>	<b>2022 Municipal Paving Project</b>		
<b>Project Manager:</b>	Project Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	April 2022	<b>Completion Date:</b>	October 2022
<b>Project Objective:</b>	To rehabilitate municipal right of ways including surface works and associated civil infrastructure.		
<b>Location of Work:</b>	1 <sup>st</sup> Ave S from Matheson to 322 1 <sup>st</sup> Ave S HWY 17 E from River Drive to 5 <sup>th</sup> Street S Railway Street from 1077 Railway to Sedesky Road (Railway Street Phase 2) Ninth Street North from Houghton to Artillery Way Laneway East of 8 <sup>th</sup> Ave N between 3 <sup>rd</sup> and 4 <sup>th</sup> Street N		

**Project Update:**

- Pioneer Contractors awarded the contract for \$3.153 million
- Surface works complete on 1<sup>st</sup> Ave S, as of June 29, 2022 paving 50% complete on HWY 17E.



**Schedule Status:** Addition of 1<sup>st</sup> Avenue South to scope delayed work by approximately one week. Water levels on Railway Street may affect the ability to install storm water infrastructure until Lake of the Woods Water Level recedes significantly. No current schedule risk.

**Project Budget:** \$ 4.5 Million - Project funded through ICIP – Northern Stream, NORDS, Municipal Paving Program, Federal Gas Tax and Future Land Development Reserve.

**Budget Status:** Satisfactory, no current budgetary constraints.

**Plans for Next Period:**

- Pioneer to continue works on HWY 17E and mobilize to other sites while Utility Providers realign infrastructure to allow for sidewalk completion.

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<b>Name of Project:</b>	<b>2022 Railway Street Phase 3 – Design and Utility Pole Relocation</b>		
<b>Project Manager:</b>	Project Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	November 2022	<b>Completion Date:</b>	March 2023
<b>Project Objective:</b>	Complete the detailed design for Railway Street Phase 3 project to resurface, realign, add sidewalks and widen the street, while concurrently realigning the utility pole line in anticipation of the project.		
<b>Location of Work:</b>	Railway Street from Sedesky Road intersection to 1731 Railway Street.		

**Project Update:**

- WSP Consulting Engineers have developed a conceptual design for the 16<sup>th</sup> Ave N railway crossing improvements and the City is currently engaging with Canadian Pacific Rail to achieve acceptance of the concept before applying for potential Transport Canada funding to support the work.
- Concurrently the City of Kenora Engineering Department has completed an initial design required for Synergy North and Communications Utility Providers to realign their infrastructure in anticipation of the future civil construction works.

**Schedule Status:** Project currently on schedule.

**Project Budget:** \$ 800,000 - Project funded through ICIP – Northern Stream and NORDs

**Budget Status:** Satisfactory, no current budgetary constraints.

**Plans for Next Period:**

- Achieve concurrence from Canadian Pacific Rail for the conceptual plan and apply to Transport Canada funding.
- Enter into a contract with Synergy North and the communication’s providers to realign the pole network.

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<b>Name of Project:</b>	<b>2022 Storm Capital Upgrades</b>		
<b>Project Manager:</b>	Municipal Civil Engineering Technologist	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	TBD	<b>Completion Date:</b>	TBD
<b>Project Objective:</b>	To rehabilitate storm water collection infrastructure.		
<b>Location of Work:</b>	TBD		

**Project Update:**

- Design complete and procurement occurred to replace aging cross culverts at Gould Road. Due to excessive water levels and extreme water flow present pricing to complete the work exceeded the available budget. The tender was canceled as pursuing to work would not be of good value, due to the excessive pumping required to complete the work.
- Engineering Staff analyzing and revising the scope for areas not affected by current flood levels.



*Figure 2 Downstream Flow May 12 2022*

**Project Budget:** Storm water capital

**Budget Status:** No concerns.

**Plans for Next Period:**

- Complete design and procurement for alternate scope of work to be completed this year.

<b>Name of Project:</b>	<b>2022 Emergency Storm Replacement</b>		
<b>Project Manager:</b>	Project Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	May 2022	<b>Completion Date:</b>	May 2022
<b>Project Objective:</b>	Emergency replacement of a storm line.		
<b>Location of Work:</b>	Railway Street East of 16 <sup>th</sup> Ave N Railway Crossing.		

**Project Update:**

- Due to excessive flows a deteriorating storm main scheduled for replacement in 2023 failed abruptly in May. Moncrief Construction completed emergency replacement of 30m of storm infrastructure.



*Figure 3: The excavation required the use of a trench box to protect workers.*

**Schedule Status:** Project complete with no issues.

**Project Budget:** Storm water capital.

**Budget Status:** Satisfactory, no current budgetary constraints.

**Plans for Next Period:**

- None – Project now fully complete.

<b>Name of Project:</b>	<b>2022 Line Painting</b>		
<b>Project Manager:</b>	Engineering Specialist	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	May 2022	<b>Completion Date:</b>	June 2022
<b>Project Objective:</b>	Annual line painting of municipal roadways lines, stop bars, turning arrows, cross walks and parking lots.		

**Accomplishments:**

- Project was awarded to North West Lines in March 2022.
- As of June 29, 2022 approximately 75% of the scope has been completed.

**Schedule Status:** 75% Complete as of June 29, 2022 no foreseeable changes or issues present.

**Project Budget:** \$204,000 – Operating,

**Budget Status:** Satisfactory

**Plans for Next Period:**

- Inspection of the works and 2<sup>nd</sup> coat applied to School Crosswalks in anticipation for the school year.

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<b>Name of Project:</b>	<b>2022 Pinecone Drive Failure Assessment</b>		
<b>Project Manager:</b>	Project Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	May 2022	<b>Completion Date:</b>	TBD
<b>Project Objective:</b>	Complete investigative geotechnical drilling and provide recommendations to stabilize the road base.		
<b>Location of Work:</b>	Approximately 50 m of Pinecone Drive.		

**Project Update:**

- Through the General Engineering Service Agreement Stantec was engaged and drilling was completed on June 17, 2022.



*Figure 4: Pinecone Drive May 20, 2022*

**Schedule Status:** Project expedited to allow for a prompt solution to be presented to the City.

**Project Budget:** Emergency Funding.

**Budget Status:** No concerns.

**Plans for Next Period:**

- Review options presented and provide recommendation to Upper Management.

<b>Name of Project:</b>	<b>2022 Kenora Area Landfill Perimeter Road</b>		
<b>Project Manager:</b>	Project Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	September 2021	<b>Completion Date:</b>	August 2022
<b>Project Objective:</b>	Phase 1 construction of a perimeter road, drainage ditch lines and permeable leaching bank as required by the landfill development plan.		

**Project Update:**

- Moncrief Construction 80% complete the work having completed culvert installation and ditch shaping in the spring. With remobilization to site in early July to finish placing surface material, hydro seeding the banks and installing ditch checks the work will be complete.



*Figure 5: Permeable retention berm and ditch line. April 2022*

**Schedule Status:** Original completion date for anticipated late 2021 however due to a severe winter the remaining 20% of the project was delayed into 2022. Schedule change has no impact on the Landfill’s operations.

**Project Budget:** Funding provided through solid waste capital funding.

**Budget Status:** Satisfactory, no current budgetary constraints.

**Plans for Next Period:**

- Begin design and procurement document preparations for future Phases.

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<b>Name of Project:</b>	<b>2022 Detailed Visual Bridge and Structure Inspections</b>		
<b>Project Manager:</b>	Project Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services

<b>Start Date:</b>	March 2022	<b>Completion Date:</b>	November 2022
<b>Project Objective:</b>	Complete inspections of 21 bridges, the downtown parkade and the waste transfer facility tipping floor structures as required by Ontario Regulations. The OSIM reports will include recommendations for maintenance and associated costs, updated condition index and a proposed 10-year bridge replacement schedule.		

**Project Update:**

- Request for proposals received and contract formed with Stantec in the amount of \$78,687
- Stantec has mobilized to Kenora to complete inspections requiring specialized rope reel access and/or equipment on 6 of the 21 bridges.

**Schedule Status:** Project currently on schedule and Stantec will return to complete more inspections in September and provide draft reporting early August, 2022.

**Project Budget:** \$100,000 – Bridge non-capital special projects & unusual Spending

**Budget Status:** Satisfactory, no current budgetary constraints.

**Plans for Next Period:**

- Review reports for inspection completed to date and manage future inspections.

<b>Name of Project:</b>	<b>2022 Bridge Miscellaneous Maintenance</b>		
<b>Project Manager:</b>	Project Engineer	<b>Project Sponsor:</b>	Director of Engineering and Infrastructure Services
<b>Start Date:</b>	May 2022	<b>Completion Date:</b>	October 2022
<b>Project Objective:</b>	Completion of various regular and non-regular maintenance activities including, pressure washing and waterproofing of 12 bridges, Beggs Road Timber Bridge deck board replacement, Eighth Avenue Bridge concrete and asphalt repairs, Parson Street Bridge joint seal replacement, Darlington Bay Bridge concrete restoration, asphalt sealing and wabo seal work and paving of the Bay Street overpass approaches.		

**Project Update:**

- Northern Crack Sealers engaged to complete the bridge regular and non-regular maintenance work.
- The contractor has mobilized and completed all the pressure washing and water proofing scope.

**Schedule Status:** Project currently on schedule, contractor to remobilize in July to complete additional scope. One area of concern is the Beggs Road Timber Bridge deck board replacement, due to the specific size requirements the contractor is having difficulties securing a manufacturer to process the relatively small quantity. Alternative solutions are being presented.

**Project Budget:** Bridge – Non capital special projects & unusual spend - \$175,000

**Budget Status:** Satisfactory, no current budgetary constraints.

**Plans for Next Period:**

- Northern Crack Sealers to remobilize and complete remaining construction works. Inspections required to confirm acceptance.

## Environmental Services

The Transfer Station opens seven days a week and provides waste management services to the public. The garbage, construction demolition waste received at the transfer station is buried at the landfill. The recycled waste materials, including scrap metals, electronic waste, tires, and hazardous waste, are diverted from the landfill. All blue box waste material is transported to recycle facility in Winnipeg.

The Various municipal solid waste collection and disposal activities in these three months (April-May-June) are given below.

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**Customers served at the Transfer Station**

The weigh scale of the Transfer station served 15,646 customers in these three months. These numbers do not include the customers who use the recycle depot. The table below shows that 77% were residential and 23% were commercial customers who used the scale facility.

<b>Customers</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Residential Customers</b>	<b>3,008</b>	<b>4,518</b>	<b>4,466</b>	<b>11,992</b>
<b>Commercial Customers</b>	<b>1,016</b>	<b>1,280</b>	<b>1,358</b>	<b>3,654</b>

### **Tipping fees collected at the Transfer Station**

The Environmental Services Department has generated \$ 689,026.6 revenues from the tipping fee, including the sale of garbage bag tags in these three months.

<b>Description</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Tipping fee (\$)</b>	<b>176,891.35</b>	<b>235,627.34</b>	<b>276,507.9</b>	<b>689,026.59</b>

### **Sale of Garbage Bag Tags**

There were 88,105 bag tags in these three months. Bag tags are sold at the Transfer Station, City Hall, Library and numerous retail outlets throughout the City. The City provides a 5% discount per tag to retail stores. The garbage bag tag sale represents only 25% of the total revenue of the department.

<b>Description</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Garbage bag tag sale</b>	<b>21,955</b>	<b>25,540</b>	<b>40,610</b>	<b>88,105</b>
<b>Revenue (\$)</b>	<b>42,895</b>	<b>49,950</b>	<b>79,400</b>	<b>172,245</b>

### **Curbside Collection**

Environmental Services collected 230.2 tonnes of garbage and 97.6 tonnes of blue box recycling from the curbside in these three months. The diversion rate from the curbside is around 29.7%.

<b>Type of Waste</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Garbage (Tonnes)</b>	<b>68.98</b>	<b>82.35</b>	<b>78.88</b>	<b>230.21</b>
<b>Recycle (Tonnes)</b>	<b>30.67</b>	<b>34.5</b>	<b>32.48</b>	<b>97.65</b>

### **Garbage (Residential & Commercial)**

The Environmental Services Department collected/received 1,811 tonnes of commercial and residential garbage in these three months. The garbage is disposed of at the Kenora Area Landfill. The curbside garbage represents only 12.7 % of total garbage disposed at the landfill.

<b>Type of Waste</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Garbage Residential &amp; commercial (Tonnes)</b>	<b>530.44</b>	<b>694.38</b>	<b>586.19</b>	<b>1,811.01</b>

### **Construction and Demolition Waste Materials**

The Environmental Services Department received 2,430.5 tonnes of construction and demolition waste from residential and commercial customers in a three-month period. The construction and demolition waste is disposed of at the Kenora Area landfill. Construction and demolition waste represent a significant portion of the waste managed by the department.

<b>Type of Waste</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Construction &amp; Demolition waste ( Tonnes)</b>	<b>468.1</b>	<b>997.73</b>	<b>964.68</b>	<b>2,430.51</b>

### **Scrap Metal**

There were 28.3 tonnes of scrap metal collected at the Transfer Station for disposal/ recycling during the past three months. The scrap metal is transported to

the municipal yard on Ritchie Road. The scrap metal is sold to a scrap metal contractor at the end of the year.

<b>Type of Waste</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Scrap Metal (Tonnes)</b>	<b>6.71</b>	<b>10.21</b>	<b>11.42</b>	<b>28.34</b>

### **Sewer Sludge**

Environmental Services received Sewer Sludge from the City of Kenora Wastewater Treatment Plant for disposal. The landfill managed 705.5 tonnes of sewer sludge in these three months.

<b>Type of Waste</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Sewer Sludge (Tonnes)</b>	<b>287.5</b>	<b>196.4</b>	<b>221.6</b>	<b>705.5</b>

### **Industrial Ash**

The landfill received 747.01 tonnes of Industrial ash for disposal in these three months from Weyerhaeuser. This is mixed with sewer sludge and used as a daily cover material at the landfill.

<b>Type of Waste</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Industrial Ash (Tonnes)</b>	<b>271.5</b>	<b>254.3</b>	<b>221.21</b>	<b>747.01</b>

### **Hog Fuel**

There were 3,223.8 tonnes of hog fuel (mix of coarse chips of bark and wood fiber) was received at the landfill for disposal in these three months from Weyerhaeuser. This is used as a daily cover material to cover compacted garbage at the landfill.

<b>Type of Waste</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Hog Fuel (Ton)</b>	<b>1,156.0</b>	<b>962.5</b>	<b>1,105.35</b>	<b>3,223.85</b>

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### Approved Contaminated Waste

The landfill received 387.6 tonnes of contaminated soil for disposal in the three months. Approved contaminated waste is dirt or soil contaminated with diesel or gasoline. Contaminated waste is only accepted when a TCLP result shows a minimal presence of heavy metals. This is used as a daily cover material to cover the garbage in the landfill.

Type of Waste	April	May	June	Total
Approved Contaminated Waste (Tonnes)	0	26.2	361.48	387.68

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### Electronic Waste

The Environmental Services Department diverted 10.2 tonnes of electronic waste from the landfill in the three months. This is free for the resident to dispose of at the transfer station. Electronic products recycle association provides service to remove the electronic waste collected at the Transfer Station.

Type of Waste	April	May	June	Total
Electronic Waste (Tonnes)	0	10.19	0	10.19

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### Brush, Leaf & Yard Waste

The Environmental Services Department received 118.8 tonnes of brush, leaf & yard waste in the three months. The material is taken to the landfill and stored in a brush pile. A contractor is hired to grind the material along with tree branches. The ground product is placed in windrows for natural composting along with yard waste and grass.

Type of Waste	April	May	June	Total
Brush and yard waste wood chips (Tonnes)	12.03	30.8	75.99	118.8

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### Blue Box Recycle Operation

The Environmental Services Department transported 306.4 tonnes of blue box recycle waste materials to the recycling facility in Winnipeg from Kenora. The comingle portion was 45 %, cardboard was 50%, and mixed paper was 5%. No paper were transported to Winnipeg in April & June.

The City pays \$145 per ton to the Recycling facility to recycle comingle, and the City is receiving an \$80-85 per ton of rebate for recycling cardboard.

<b>Type of Waste</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Comingle ( Tonnes)</b>	<b>43.21</b>	<b>43.09</b>	<b>52.51</b>	<b>138.8</b>
<b>Cardboard ( Tonnes)</b>	<b>50.03</b>	<b>57.92</b>	<b>44.68</b>	<b>152.63</b>
<b>Mixed Paper (Tonnes)</b>	<b>0</b>	<b>15.02</b>	<b>0</b>	<b>15.02</b>

### **Public space Garbage and Recycling collection**

The City also collects recycling and garbage from public space. Smart bins (Big Belly) are used to collect garbage and recycle from public spaces. The garbage bins were emptied 339 times, and recycle bins (Big Belly) were emptied 250 times. The department collected 9.76 tonnes of garbage and recycles in these three months.

<b>Type of Waste</b>	<b>April</b>	<b>May</b>	<b>June</b>	<b>Total</b>
<b>Garbage bin (Big Belly)</b>	<b>103</b>	<b>112</b>	<b>124</b>	<b>339</b>
<b>Recycle bin (Big Belly)</b>	<b>81</b>	<b>81</b>	<b>88</b>	<b>250</b>
<b>Waste collected ( tonnes)</b>	<b>2.9</b>	<b>3.9</b>	<b>2.96</b>	<b>9.76</b>

### **Glass bottles**

Approximately 20.8 tonnes of glass bottles were collected at the Transfer Station for disposal/ recycling. The glass waste is taken to the landfill and used as a sub base course for landfill road. The City does not collect glass at the curbside but has a bin at the transfer station.

Type of Waste	April	May	June	Total
Glass bottles (Tonnes)	3.2	6.9	10.68	20.78

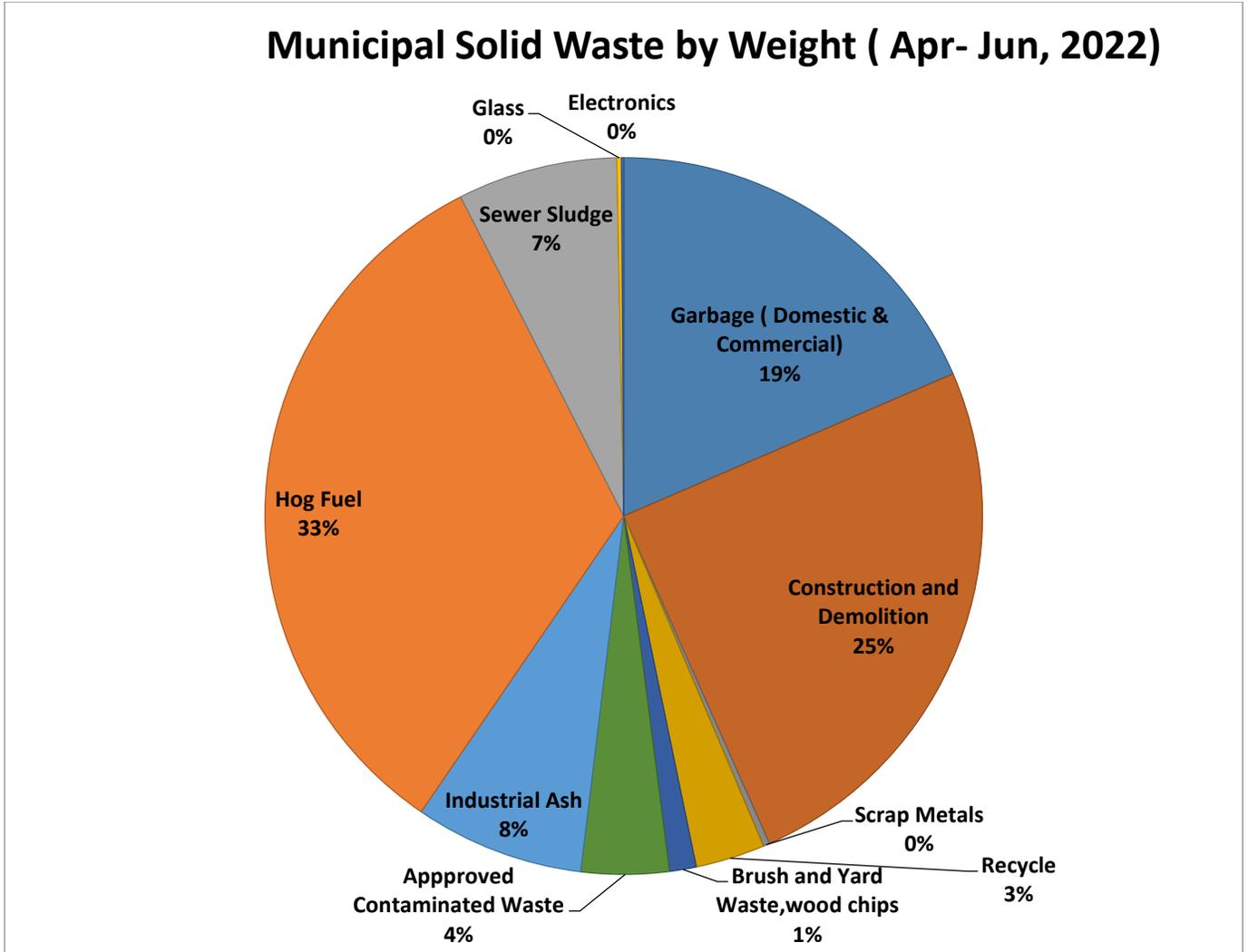
### Distribution of Municipal Solid Waste (Apr-May-June) 2022

The table below shows the municipal solid waste received /collected at the transfer station for disposal/recycling. A total of 7,270 tonnes of municipal solid waste was received for disposal in these three months. Transfer station diverted 360 tonnes of waste from the landfill, and 6,910 tonnes of municipal solid waste was disposed of in the landfill.

Waste Type	Weight ( Tonnes)	Distribution
Garbage ( Residential & Commercial)	1,811	18.5 %
Construction and Demolition waste	2,430	24.8%
Scrap Metal	28	0.3%
Blue Box recycle	306	3.1 %
Brush, leaf, and yard waste	118	1.2 %
Approved Contaminated waste	387	3.9%
Asbestos waste	18	0.2 %
Industrial Ash	747	7.6%
Sewer Sludge	705	7.2 %
Hog Fuel	3,223	32.9%
Electronics Waste	10	0.1 %
Glass	20	0.2 %
<b>Total</b>	<b>9,803</b>	

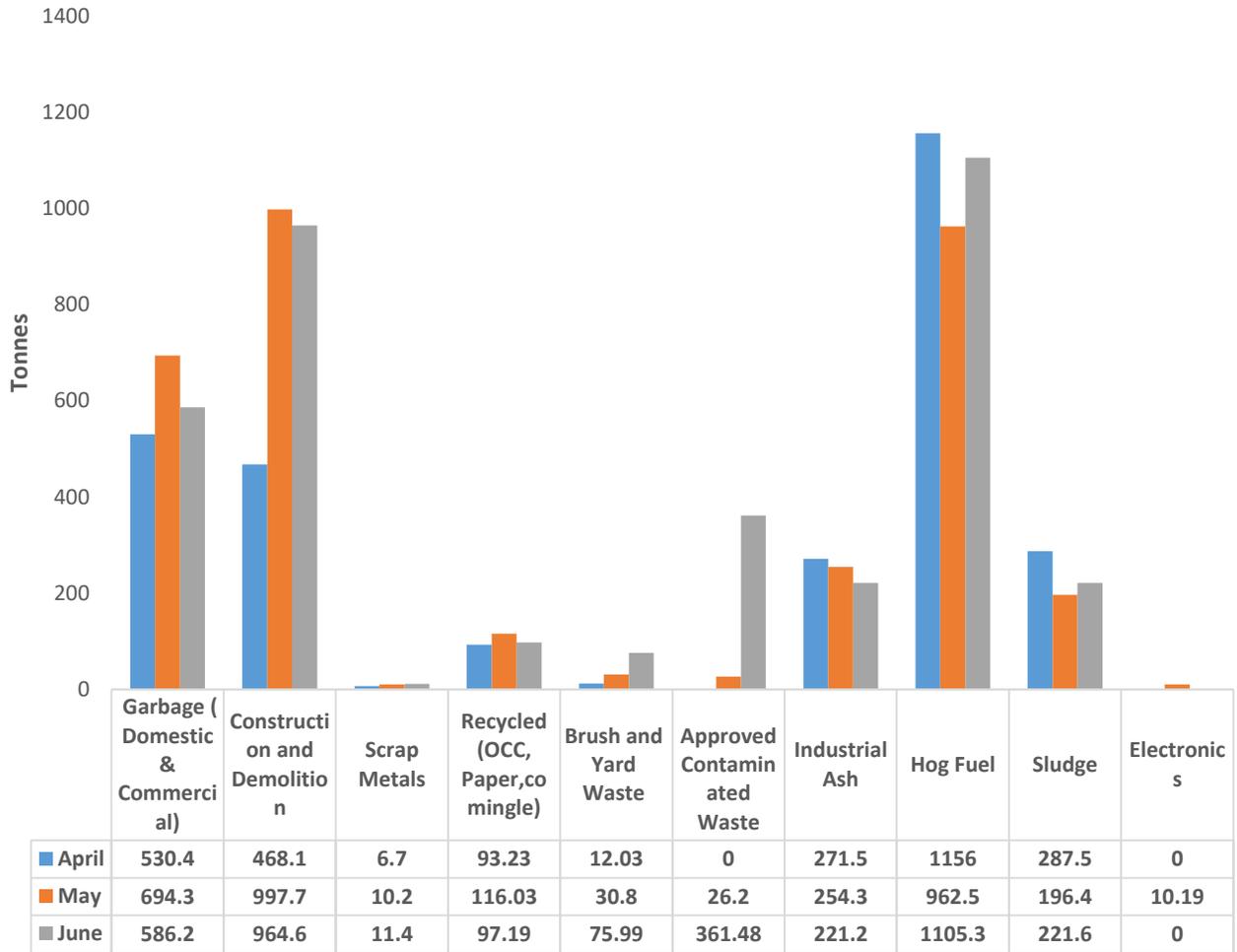
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The figure below shows the distribution of municipal solid waste collected in these three months (April, May & June) by weight. The municipal solid waste had 19% garbage, 25% Construction, and demolition, 33% Hog fuel, 7.2% sewer sludge, and 7.6% industrial ash.



The graph below shows monthly variations of municipal solid waste received at the transfer station in these three months.

### Municipal Solid Waste Variations ( Apr- June, 2022)



## Fleet Services

### Capital projects:

Roads department: Fleet has been researching the Trombia sweeper, which is an attachment that will be quick keyed to one of our front end rubber tire loaders. Through two demos performed by the seller, the sweeper was attached to a loader to verify that it would work in the fleet environment and conditions. With the purchase of this sweeper we will utilize a front end loader, which will allow this asset to work 12 months of the year and for more than one purpose. This cost was just under ½ the cost of a pelican sweeper (3 wheel) that we currently use, and it was available and mounted within 3 weeks, unlike the pelican, which we wouldn't have seen until sometime in 2023.



Kenora Motors has been told by GM that our carry forward small dump truck from 2021 will not be filled. This is a huge let down. Fleet did a request for quotation to five different dealerships with only one submission by Kenora Dingwall Ford, which is over budget. Fleet is holding out to see if fleet incentive savings comes back or inventory becomes normal as I can see this being an issue with everything we purchase.

Kenora Motors has indicated that the new crew cab 2500 they will be able to deliver, and have recently emailed me stating that the truck has been built and has Vehicle Identification Number (VIN).

Water/Wastewater: We received all three message boards and have them all up and running. These signs were a huge asset during all the flooding that occurred in helping getting out the messages to the public for road closure, detours, and construction areas.

### **Fleet Division Operations:**

Fleet had a crazy spring with removing snow plows and sanders one day and reinstalling them the next day due to the weather conditions. Fleet finally got to convert all the winter equipment and have them outfitted for the spring.

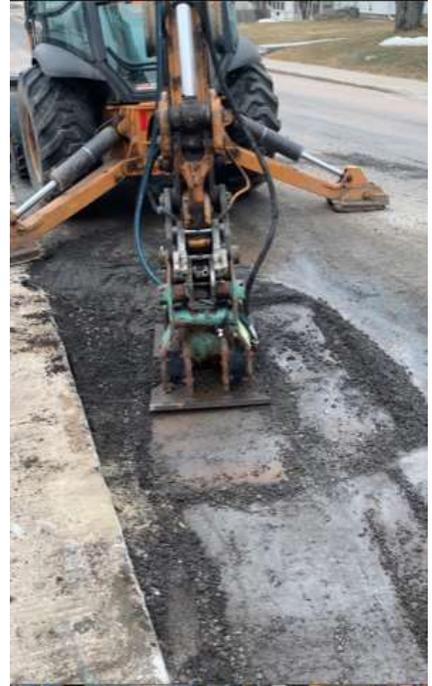
All sweepers were up and ready for the spring cleanup. This included the two side walk wheeled machine as well as the three conventional sweepers. This year the road sweepers gave us some breakdowns, which lead into longer down time as the effect of COVID still is effecting manufacture productivity and delivery times.

The two boats are in the water to allow Coney Island summer services to begin. High water level had some impact on the removal of the foot bridge

The lawn tractors and trimmers were all gone through and repaired, they were patiently waiting for the arrival of the students. Fleet participated in the student rodeo with fuel training, vehicle inspections check list with a short driving course, and also with the operating and daily maintenance to the trimmers and lawn tractors.

We have recently upgraded to the cloud based version of our work-order software. This change will be more efficient and save costs for the future. Staff members have been trained and are making progress to making the system as efficient as possible.

The number and size potholes were overwhelming this year so Fleet, Roads, Engineering, and HR were throwing different ideas on how to overcome them: from different kinds of materials to fill them, to different procedures on how to even pack them. Fleet pulled an old hydraulic vibrator plate packer from out back and mounted it on the 580 case rubber tire back hoe to see if packing the pot holes would help the material last longer: this was determined more effective when used. It also allowed fleet to use another asset that has been sitting for a very long time.



The Fleet Services Manager went to Barrie, Ontario to a trade show where he saw a KM T-2 asphalt recycler work in real time, which was the highlight of the trip. A great deal of new contacts were made as well, which will give fleet the ability to purchase different products and equipment to benefit the shop, and hopefully allow fleet equipment to be more efficient and help lower costs.

**KM T-2 Asphalt Recycler**





Old asphalt (The product)



Dumping of the transformed Asphalt chunks into hot asphalt



Product out of recycler



Product packed by shovel



Final Product at the end (asphalt)  
Black gold

Between April 1<sup>st</sup> and June 30<sup>th</sup>, the fleet division worked a total of 2466 hours on 182 vehicles and pieces of equipment for almost every division. The team completed 24 annual safety inspections and 92 preventative maintenance services in addition to regular repairs and maintenance.

**Budget:** All noted projects are within budget approved by Council.

## **Roads**

The City has experienced significant flooding this spring and into summer that have and continue to break records for water levels on surrounding lakes. With several road closures and repairs required. There were several roads requiring repairs completed by City staff and hired contractors. The repairs consisted of lifting sections of roads using 6 inch minus stone as a base, adding Granular B Type 2 and then capping with Granular A. Equalization culverts were added at various locations of road that were repaired if further flooding were to cause rising waters to continue.

### **Flooded Roads repaired by City Staff:**

- School Rd during flooding.



- School Rd after repair with one equalization culvert



- Other repairs completed by City staff.
- Coker Road @ Bailey Bridge.
- Rabbit Lake walking trail repaired after washout, new culvert installed.
- Hooterville Trail after water recede, 15 loads Granular A added.
- Golf course Rd 6 inch minus stone added to armor shoulder of road.
- Carlton Rd Granular A hauled to repair road from damage due to repairs completed by contractors.

**Flooded Roads completed by Hired Contractors:**

- East Mellick Rd @ Essex Rd intersection lifted:



- East Mellick Road @ Deporto's swamp lifted:



- Anderson Branch Road lifted:



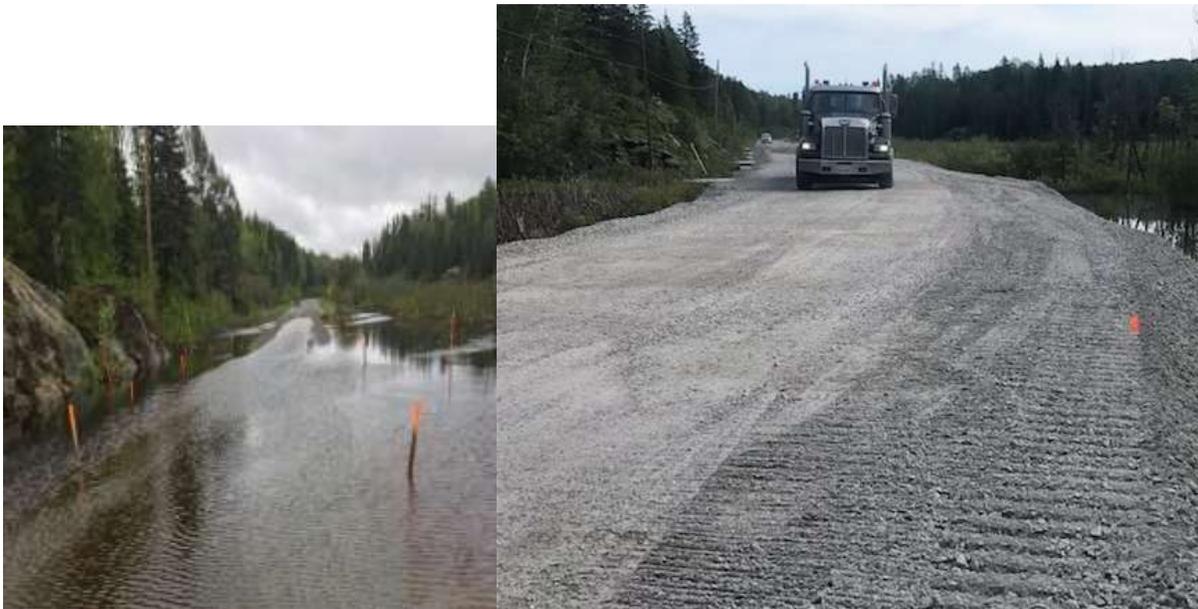
- Carlton Road lifted:



- Sedesky Road lifted:



- Coker Road lifted, work started June 27/2022:



Beryl Winder culvert replaced and Begg's Rd culvert replaced. Spring / Summer maintenance has started.

**Pothole repairs:**

- Railway Street / Gould Road.
- Airport Road.
- East Mellick Road.
- Gould Road.
- 5th St S, & Lakeside area.

- Mikanna Way.
- Golf Course Rd.
- Matheson St S & N / 9<sup>th</sup> St N.
- Valley Drive.
- Lakeview Drive / Norman Drive.
- Anderson Branch Road.
- Peterson Road.
- James Road.
- Transmitter Rd
- Homestake Rd.



**Storm & Culvert Flushing:**



- Anderson Branch road.
- Essex Road / Hidden Trail.
- Hooterville Trail before flooding.
- School Road.
- Bay St Keewatin.
- River St Keewatin.
- Main St Rideout.
- Rupert Rd.
- Mascott Ave @ Veterans Drive.
- Transmitter Rd & Gould Rd culverts.

**Street and sidewalk sweeping:**

- Main St S & Second St S. for line painters.
- Roundabouts.
- Intersections, crosswalks for line painters.
- Valley Drive.
- Ninth St N.
- Keewatin area.
- Matheson St S.
- First Ave S.



**Sidewalk repairs:**

- Ottawa St. & Tenth St.



- Wharf St.



**Shoulder Brushing & Grass mowing with Flail:**



**Roads working with Waste Water & Water department water digs:**

- Mikado Ave & Tenth St N.

- Front St.
- Fifth St S.
- Third St N.
- Third St S.
- Birchwood Crescent (2 Locations).
- North Hamilton lift station.
- Ninth St N. (2 Locations).
- Bernier Drive.
- Highway 17 West.
- Rabbit Lake Rd.



**Dust Suppressant:**

- Carlton Road & Alcock Lake Rd.
- End of Anderson Branch.
- Essex Rd.
- School Rd.
- Begg's road to Neniska's pit.

**Other Achievements:**

Grading of roads:

- Coker Rd with 11 side roads.
- Essex Rd & Hidden Trail resort Rd.
- Austin Lake Rd & Schnarr Lake Rd.
- School Rd.
- Begg's Loop Rd.
- End of Anderson Branch Rd & 11 side roads.

- Carlton Rd & Alcock Lake Rd.
- Homestake Rd & Seitler Drive with Barkman Close.
- Strecker Rd.
- Ritchie Rd.
- Villeneuve Rd North & South with Andy Camp Rd.
- Matheson Bay Rd.

Working with Parks and Facilities department for Cemetery digs as required.  
Hauling material to Cemetery for burials.

### **Capital Project for 2022:**

Capital project scheduled for 2022 for East Mellick Road, this repair was completed with hired contractors with the flooding that occurred prior for any work to begin,

### **Budget:**

All noted completed operating achievements and maintenance are within the budget approved by Council.

## **Water Distribution and Wastewater Collection System**

The following maintenance was completed in 2022 second quarter:

- **Water Distribution system**
  - Dug and repaired three (3) main breaks
  - Dug and replaced one (1) service box
  - Dug and repaired four (4) copper services
  - Dug and thawed frozen water main on Highway 17 east
  - Turned on and repaired Coney island summer service
  - Turned on and repaired Keewatin summer service
  - Turned on Anish summer service
  - Twelve (12) water turn offs for repair
  - Two (2) water turn on for new construction
  - Nineteen (19) water turn on for season
  - Seven (7) private locates
  - 2 hydrant repairs
  - Completed monthly water reads
  - One hundred and fifty (150) Ontario one locates



*Ninth street water break*



*Ninth street north repair*



*Keewatin summer service main break*



*Donbrock water service repair*



*Third street south service repair*



*Birchwood crescent service repair*

- **Wastewater collection system**

- Three (3) sewer thaws
- Twenty six (26) calls for sewer rodding
- Two (2) grinder pump replacements
- Six (6) service calls for grinder pumps
- Three (3) calls for camera inspections
- Dug and repaired 20 feet of collapsed sewer main on 10<sup>th</sup> street north
- Dug and repaired 7 feet of sewer service on 3<sup>rd</sup> street north
- Dug and repaired 7 feet of sewer main on 3<sup>rd</sup> Ave south
- Dug and repaired 8 feet of sewer service on 5<sup>th</sup> street south
- Dug and repaired 3 feet of sewer service on Bernier drive
- Dug and repaired goose neck on grinder pump canister on rabbit lake road
- Dug and replaced sewer valve on Birchwood crescent low pressure sewer line
- Dug and replaced 4 inch valve at front street lift station
- Dug and repaired force main break at north Hamilton station
- Dug and repaired force main on rabbit lake road



*North Hamilton force main break*



*Front street valve replacement*



*Grinder pump valve replacement*



*Bernier drive sewer service repair*



*10<sup>th</sup> north street sewer dig*



*5<sup>th</sup> south street sewer service repair*



*Rabbit lake force main repair*

- **Boil water Advisories:** four (4) precautionary boil water advisories were issued
  - Coney Island
  - Anicinabe Park
  - Keewatin summer service
  - Hwy 17 east
  
- **Steaming:**
  - Assisted roads with steaming due to high numbers of frozen culverts
  
- **Planned for next Quarter:**
  - Regular station checks
  - Water main valve replacement on 5<sup>th</sup> street north
  - Two (2) water service box replacements
  - Dig sewer service on Ocean Ave when Lake goes down
  - Replace sewer main between in lane between 5<sup>th</sup> street north and 4<sup>th</sup> street north
  - Lift station rails at Dufresne station

August 2, 2022

## City Council Committee Report

To: Kyle Attanasio, CAO

Fr: Stace Gander, Director of Community Services

Re: Community Services Quarterly Update – Q2 2022

### Recommendation:

That Council hereby receives the Community Services Division second quarter report for 2022 as presented.

### Background:

As part of the planning process, Administration seeks and receives Council's approval on operating and capital budgets in any given year. In an effort to provide Council with an update on progress towards achieving these goals, the following report has been created.

### Parks & Facilities

#### Discovery Center

Conducted an extensive cleaning of the Discovery Center.



## Central Community Club

Foundation work continues with the installation of the rink board perimeter and layout of the building foundation.



**McLeod Park**

Site prep of the building and painting of the doors and trim, painting of interior floors, repairs to masonry work.

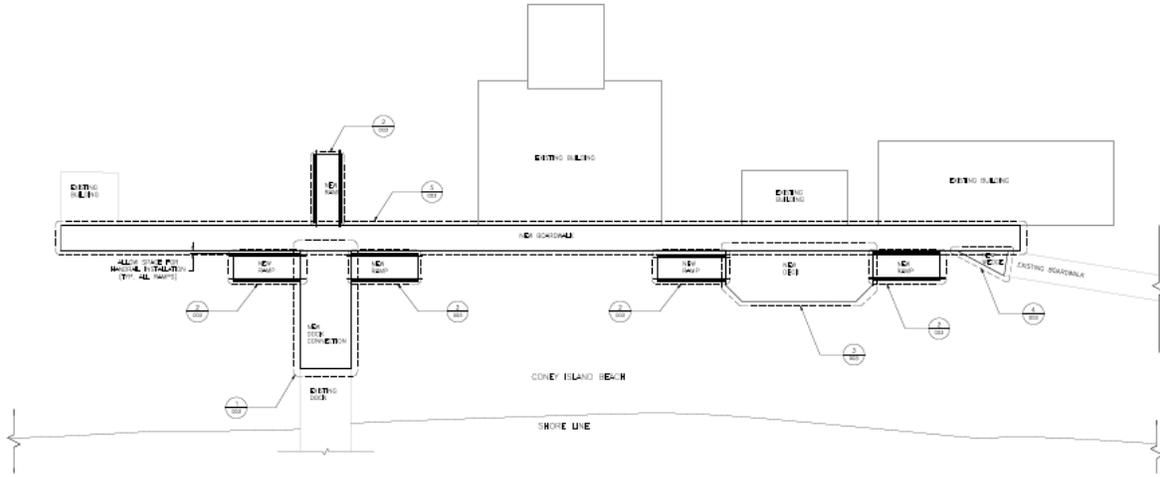


Completed extensive fiberglass repairs and paint refresh on Husky the Musky as well as planting of flowers and ground work.



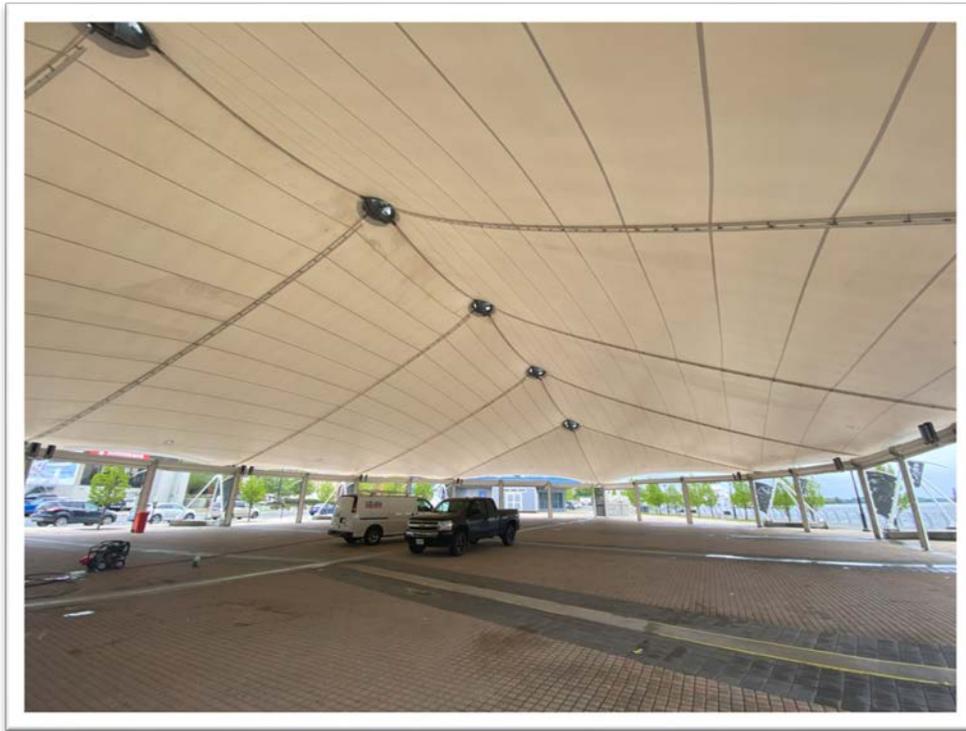
## Coney Island Boardwalk

Coney Island Boardwalk has been replaced including proper access to the washrooms for the mobility challenged. More work to proceed as the water goes down. The water is up to the edge of the boardwalk currently.



## White Cap/Pavilion Tent Washing and Boardwalk Maintenance

The complete underside of the Whitecap was scrubbed and pressure washed for a cleaner more visually appealing appearance.

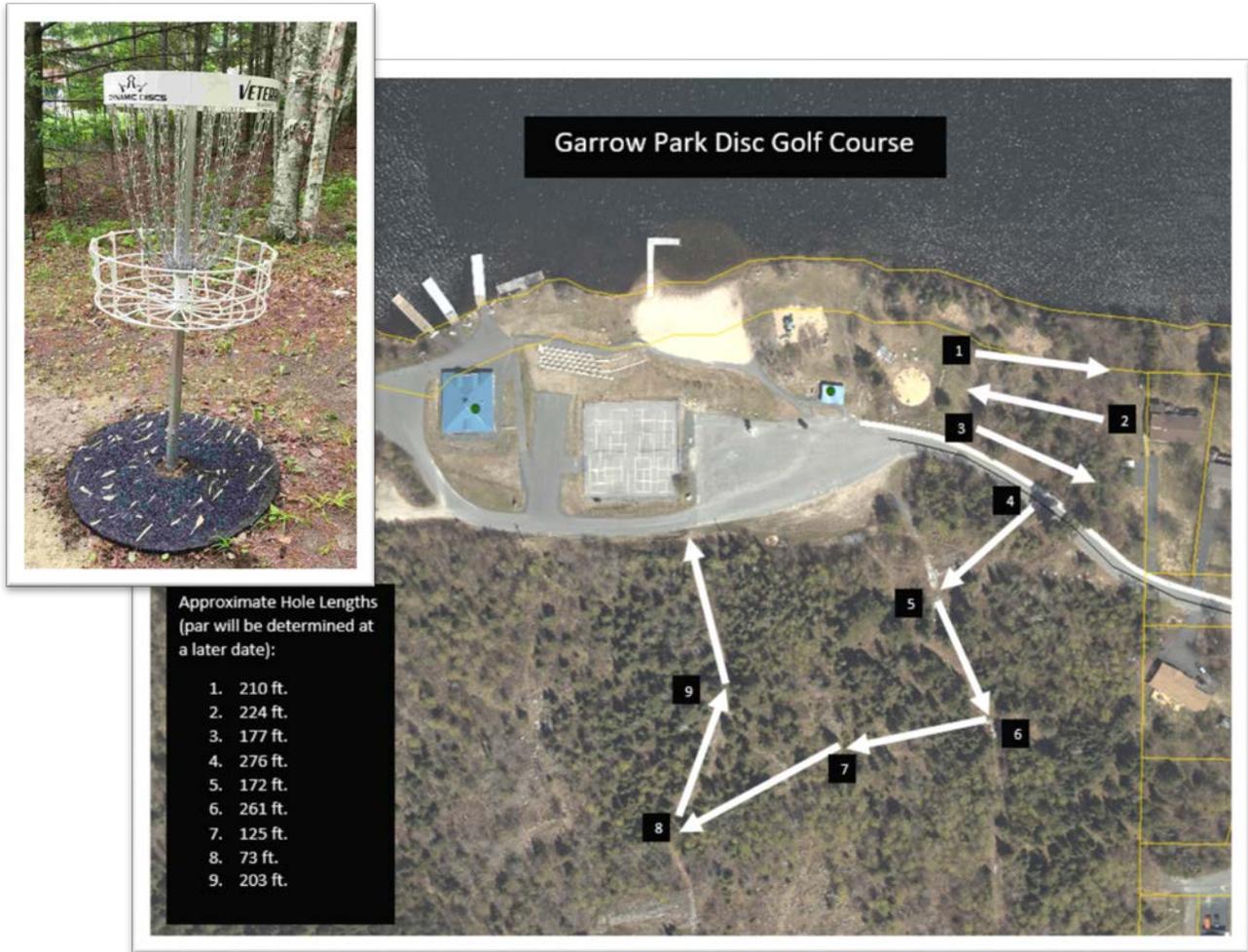


And the boardwalk was structurally repaired, boards replaced and weather resistant coating installed



## Garrow Park – Disc Golf Course

Layout, brush clearing and installation of a new nine hole Disc Golf course.



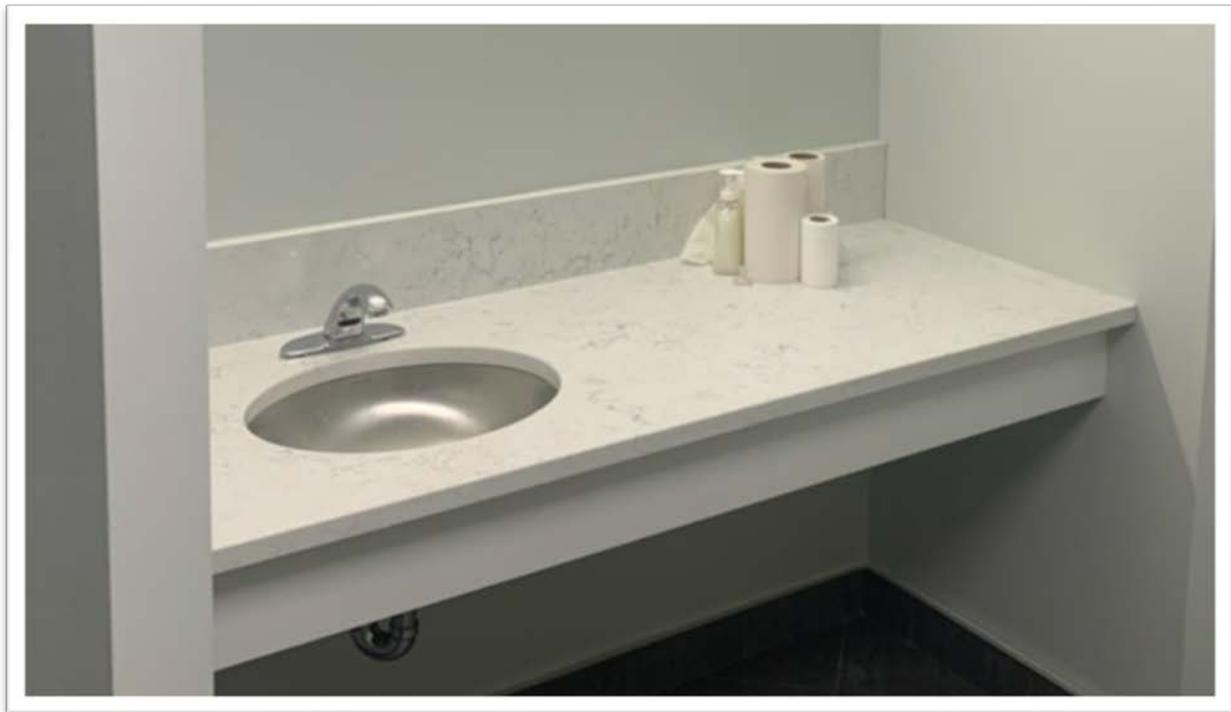
## Art's Center / Museum

Installation of new fencing at both the Art's Center and the Museum and removal of the existing chain link fence.



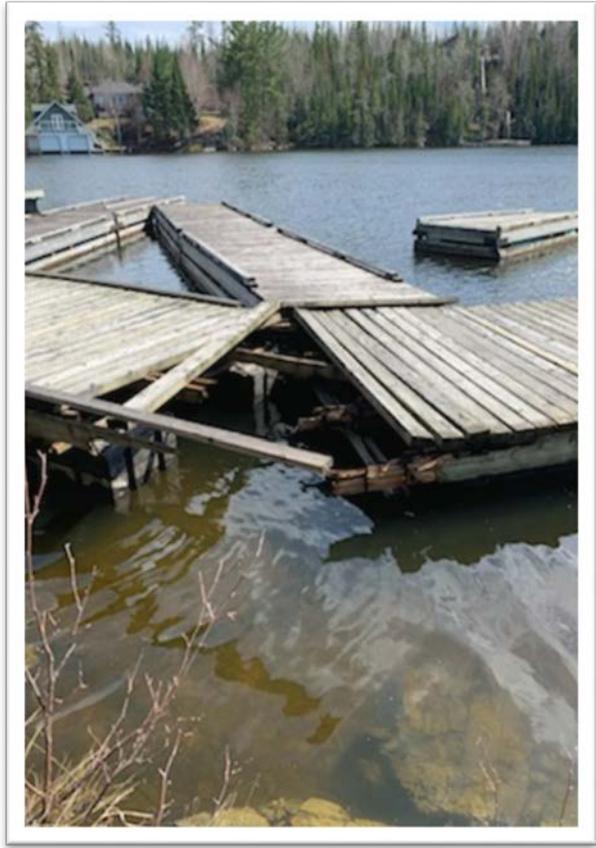
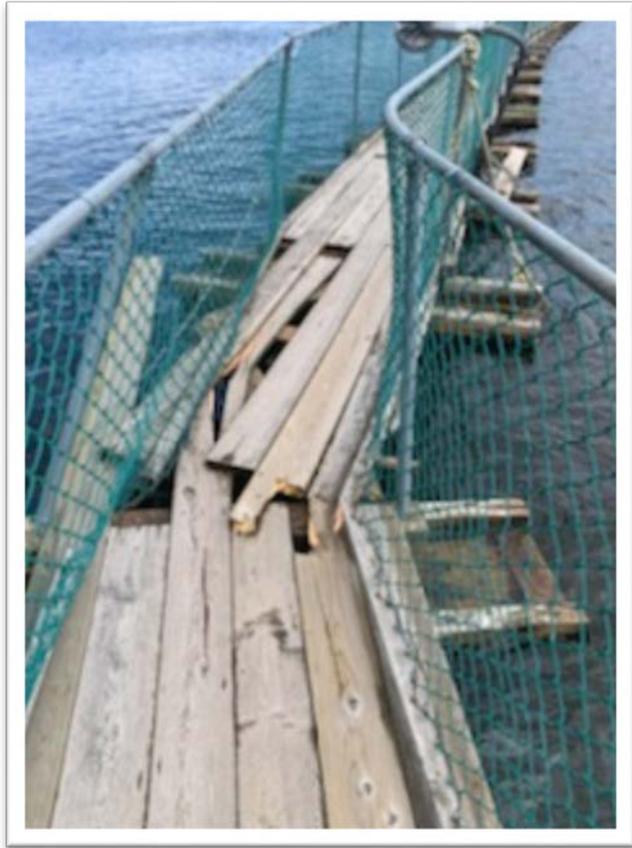


Also upgrade of washrooms at the Museum with installation of new countertops, sinks, new LED lighting and soon to be installed washroom dividers.



### **Flooding and High Water issues**

Dealt with numerous high water issues such as the destruction of the Coney Island Footbridge, Coney Island Dock System, Anicinabe Park Docks, 7<sup>th</sup> Street Dock, Matheson Street Pier, Culverts of Rotary Trail and many more.



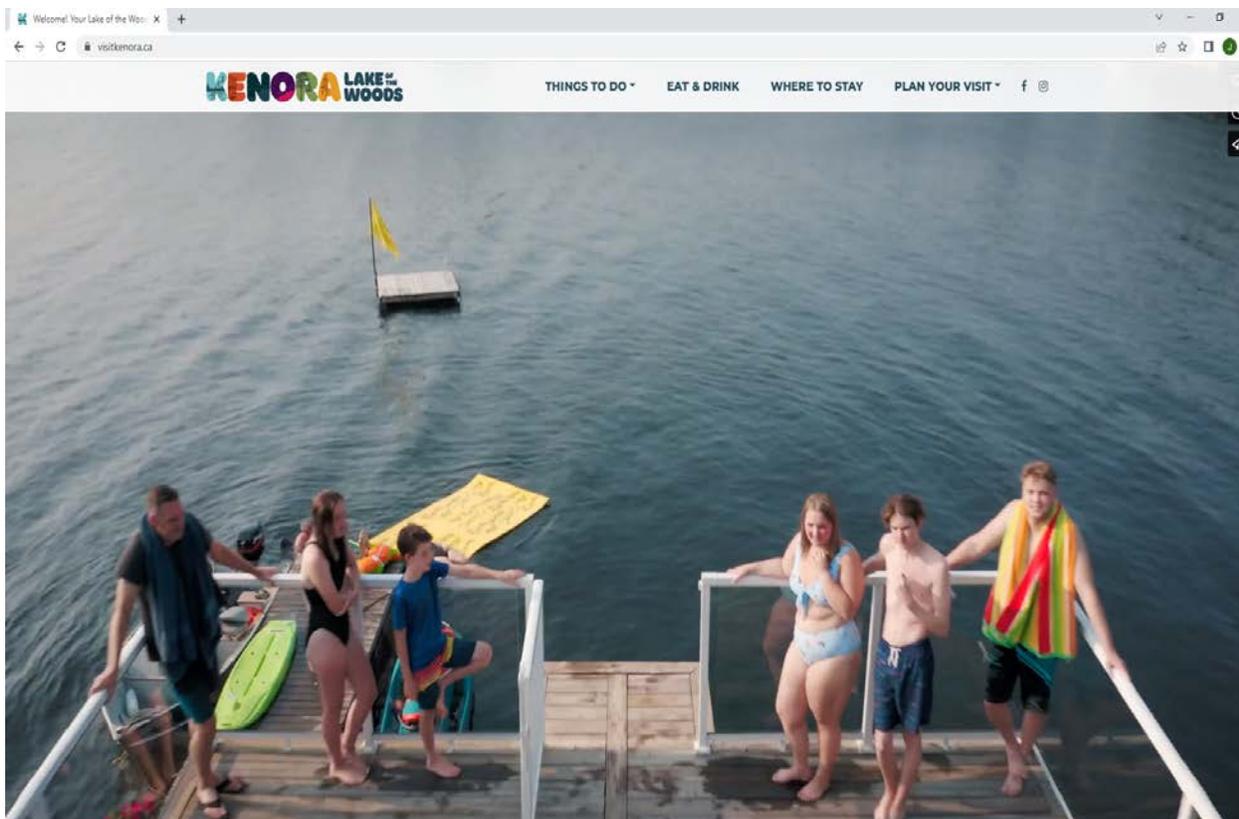
### **Multiple other projects in Parks and Facilities include:**

- Upgrade urinals in Fire Hall #1
- Repair and order new electric unit heater for Fire Hall #3
- Rotary Peace Park planning.
- Rec Center parking lot upgrade planning.
- Painting and refurbishment of multi City offices.
- Operations Center renovations planning.
- Coordination of BAS Upgrades on 5 city buildings.
- Completed the roof replacement at Keewatin Memorial Arena.
- Completed the floating dock upgrade at the Water Treatment Plant.

### **TOURISM & RECREATION**

#### **New Visitor Website**

In 2021, Tourism Kenora retained the services of local marketing firm, Wake Marketing, to develop a new tourism destination brand, visitor website and one year marketing strategy. The new website, [www.visitkenora.ca](http://www.visitkenora.ca) was launched at the end of May 2022.





## #ExploreKenora



### Fall in Love with Lake of the Woods Video

In partnership with Sioux Narrows/Nestor Falls and Destination Northern Ontario, Tourism Kenora produced a video that showcases Lake of the Woods and the natural beauty it holds. This new marketing material will help us attract both domestic and international visitors. <https://www.youtube.com/watch?v=bY-CaoCG6OU>



### Marketing Campaigns

Tourism Kenora in partnership with Sioux Narrows/Nestor Falls (SNNF), Destination Northern Ontario and Destination Ontario have delivered and continue to deliver multiple campaigns over the recent months that promote Lake of the Woods and further direct the audience to Kenora and our new visitkenora.ca website.

## Campaign Details

### Promote Staycation Tax Credit Campaign

Budget - \$15,000

City of Kenora Contribution - \$0

Target Market – Ontario

Media Used – Social Media

Timing: March 14 – April 4

This fully funded campaign was delivered to promote Lake of the Woods and Kenora as a perfect getaway to spend their Staycation tax credit for fellow Ontarians.



### Pan Northern – US Campaign

Budget - \$520,000

City of Kenora Contribution - \$5,000

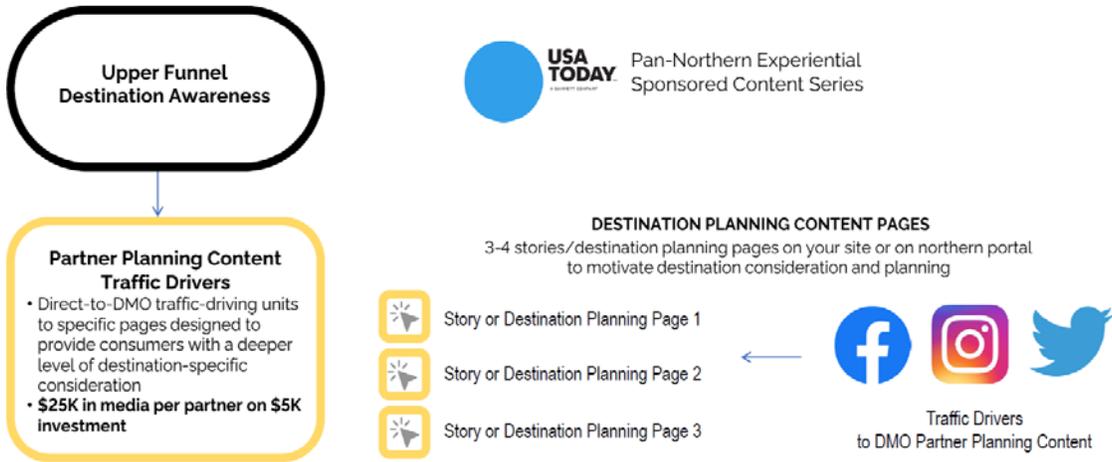
Target Market – U.S.A specifically Minneapolis & Wisconsin for Kenora's portion

Media – Social Media & Digital

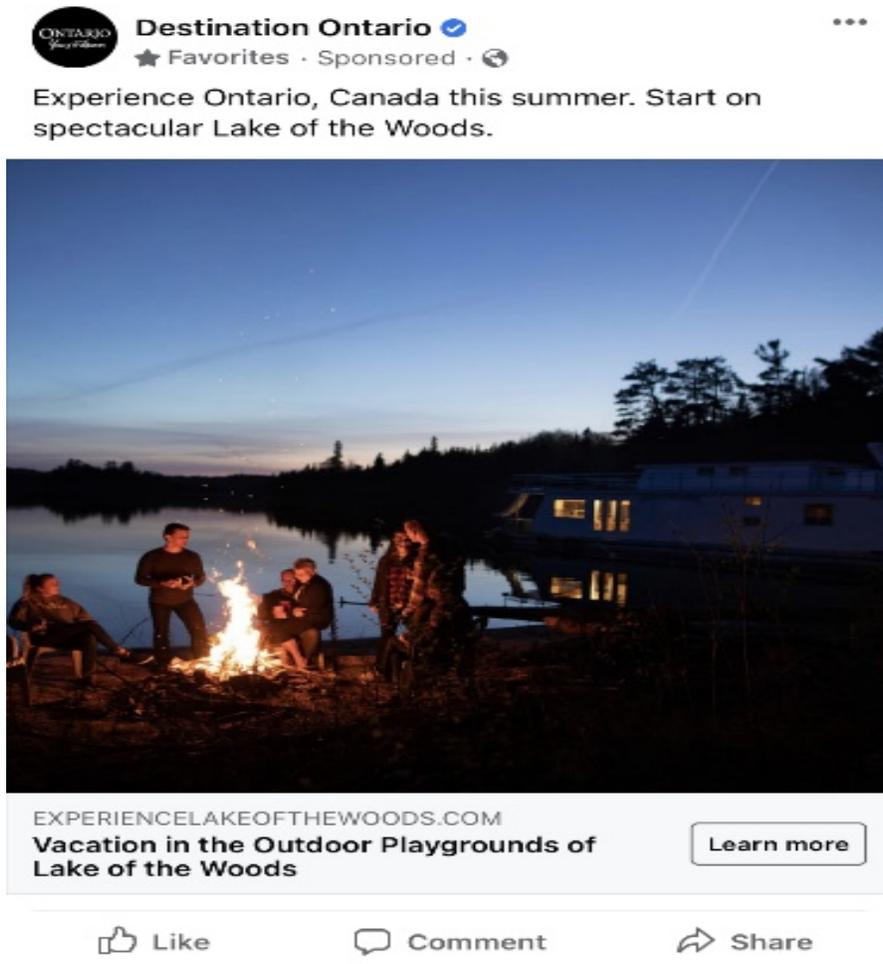
Timing – May 2 to June 12

This Pan-Northern campaign represents over 11 communities in the North (Kenora to Timmins). A large portion of the campaign is focused on bringing general awareness to Northern Ontario however it further allows the communities to take a portion of the budget and drill down further in a targeted approach.

# PAN-NORTHERN CAMPAIGN STRUCTURE



5



**Experience Lake of the Woods**  
Budget - \$30,000  
City of Kenora Contribution - \$7,500  
Target Market – Manitoba

Media – Social Media & Digital  
Timing – June 14 – September 26

This campaign is in partnership with SNNF to promote Lake of the Woods and eventually drive traffic to [visitkenora.ca](http://visitkenora.ca). The focus of the campaign will alter depending on timing and cover a variety of activities including camping, lake activities, fishing, events and trails. This campaign is directed at the Manitoba market.



### **Matiowski Farmers Market**

The market started on June 15<sup>th</sup> and will run every Wednesday until September 28<sup>th</sup>. With COVID restrictions lifting we are seeing the market go back to full capacity topping 100 vendors in the 10 peak weeks. The market offers an opportunity for local and regional vendors to showcase their goods to the public. The average attendance of the market in peak season is approximately 2,000.



## Canada Day

Tourism Kenora hosted Canada Day with a variety of activities throughout the day followed by a concert and fireworks in the evening. Mayor and Council served cake and over 800 root beer floats to the public.

# KENORA CANADA DAY

## Kenora Harbourfront

**The Harbourtown Biz Family Fun Zone 10am-3pm**

- Bouncy Castles
- Face Painting
- Kids Crafts
- Games
- Photo Booth
- Appearances from Paw Patrol's Chase, Scooby Doo and a Minion

**Daytime Schedule**

- 10:00am-3:00pm Her Majesty the Queen's Jubilee Display
- 10:00am to 2:00pm- Specialty Farmers' Market-Whitecap
- 10:30am & 1:30pm Mago the Magician & Balloon Specialist Show
- 11:15am-Bike Decorating Event-Whitecap outside North end
- 11:45am- Kenora Scottish Pipe and Drum Band accompanied by St. Andrew's
- 12:00pm- Protocol Ceremonies
- 12:30pm- Free Cake and Root Beer Floats (while supplies last)
- 2:00pm-4:00pm Strawberry Social at Mather Walls House

**Evening Entertainment under The Whitecap Kenora Concert Series Presents:**

- 7:00pm- Kenora Choir Choir Community Sing
- 9:00pm- Live performance from Turning Point

**Fireworks 10:45pm**

Presented by:  
The Kenora Hospitality Alliance

**Thank you to our Sponsors!**

## Whitecap Pavilion Events

MAY	
May 7th	"Walk For Alzheimer's" fundraiser
May 21st	Spring Fling Market
May 29th	Pet Valu Walk for Guide Dogs-Kenora Lion's
JUNE	
June 3rd	PTSD Walk
June 11th	Lake of the Woods Women's Walleye Tournament
June 21st	Bimose – National Peoples Indigenous Day Pow-Wow
June 22nd -post market	T.A. Grad
June 23rd- same date for 2023	B.B.S.S. Grad
June 24th to 26th	Linda Redsky – Gospel Event
June 28th	Front Line Worker Recognition Fish Fry
June 29th	Kenora Concert Series
June 30th	Back to School Concert – Shred Kelly

JULY	
July 2nd	WSO-Winnipeg Symphony Orchestra
July 3rd	Jubilee Church Service
July 6th	Kenora Concert Series
July 8th,9th,10th	Wedding
July 13th	Kenora Concert Series
July 15th	Ducks Unlimited Canada
July 24th	Coney Island Music Festival

## Rec Centre Numbers

### Participant Visits by Activity

ACTIVITY	January - March 2022	April - June 2022	January – June 2022 YTD	Year End 2021
Lane Swim	1243	1614	2857	2416
Tot Swim	615	625	1240	661
WaterFit	974	1317	2291	1208
GentleFit	107	268	375	266
Schools	3980	5782	9762	4364
Public Swims	5418	5639	11,057	5935
Weekend Leisure Swims	815	718	1533	89
Rentals	1091	1722	1533	1207
Swim Lessons	1474	2718	4192	3043
Life Saving Society Programs	459	252	801	70
Special Olympics	71	51	122	92
Kenora Swimming Sharks/Kenora Borealis	645	924	1569	1450
Other (Special Programming)	258	446	704	550
Hot Tub	3395	4184	7579	4525
<b>Pool Totals</b>	<b>20,545</b>	<b>26,260</b>	<b>46,805</b>	<b>25,876</b>
Walking Track	2136	1834	3970	5797
Open Ice	740	52	792	300
Fitness Centre	8266	14,383	22,649	16,804
Group Fitness	795	1329	2124	1059
<b>Facility Total</b>	<b>32,482</b>	<b>43,858</b>	<b>76,340</b>	<b>49,836</b>

\*\*\* The batherload for the pools are sporadically tallied by lifeguards throughout the day. During a swim, a bather can utilize all 4 pools and be counted each time they enter a pool. These numbers are utilized so the operators can properly calculate the chemistry of the pool for adding fresh water/chemicals.

The Kenora Recreation Centre and Keewatin Memorial Arena were closed due to Ontario Government COVID closure January 2 – 31, 2022.

### Facility Rental Hours

Facility Booking in Hours	January - March 2022	April - June 2022	January – June 2022 YTD	Year End 2021
Thistle Rink	776.5 Hours	223.50 Hours	1000 hours	1110 hours
Keewatin Memorial Arena	466.75 hours	85.5 hours	552.25 hours	1131 hours
Recreation Facility Rooms	437.75 Hours	858.75 Hours	1296.5 hours	348 hours (October – December)

In 2022 the Kenora Arena and Keewatin Arena were closed due to a COVID shutdown January 1<sup>st</sup> – 31<sup>st</sup>.

### Membership and Package Sales

Membership Type	January – March 2022	April – June 2022	2022 Year to Date	2021 Year End
Annual	40	44	84	74
Post-Secondary	28	61	89	10
3 Month	82	90	172	135
6 Month	12	19	31	42
1 Month	124	28	152	147
10 Visit Passes	179	102	281	234
25 Visit Passes	172	194	366	335
Instructional Program 10 and 25 Visit Passes	30	42	72	28

### KRC/KMA Special Events

Kenora Skating Academy Ice Show	Keewatin Skating Ice Show
Memorial Tournament	Annual Kenora District Chamber of Commerce Home & Leisure Show
Benjamin Circus	Pickleball Tournament
Ontario Elections	Kenora and District Dog Show
Staff BBQ	

## Programs / Activities

April Group Fitness Classes	24 classes 2 Pilates Pop Up Classes
Rise & Shine April Early Bird Challenge	10 participants
April Stronger Beginner Strength & Mobility Class	12 participants
Spring Sunday Swim Lessons	Preschool Swim for Life: 21 participants Swim for Life Swimmer 1 – 6: 26 participants
May Group Fitness Classes	27 classes New Yoga Instructor LJ
May Stronger Beginner Strength & Mobility Class	10 participants
Spring Swim Registration	Swim Fast: 7 participants Preschool Swim for Life: 23 participants Swim for Life Swimmer 1 – 6: 39 participants Swim Patrol: 2 participants Sensory Swim lessons: 5 participants Bronze Star: 3 participants Adult Lessons: 5 participants
Advanced Swim Programs	Assistant Swim Instructors: 1 participant Swim Instructor: 1 participant National Lifeguard: 5 participants Nationals Lifeguard Recertification: 7 participants Bronze Cross Recertification: 2 participants
June Group Fitness Classes	26 classes
PD Day – June 10 <sup>th</sup>	Free Pickle Ball \$3 Kids Obstacle Course \$3 Open Swim

## Facility Maintenance & Projects

### Keewatin Memorial Arena

- Dressing Room #4 shower drain and floor jack hammered out and replaced
- Roof replaced over Zamboni Room/Curling Club
- Completed on-site staff training for prep and installation of summer ice
- Site glass on chiller replaced in Plant Room
- Rink boards cleaned

### Kenora Recreation Centre

- Ice out in both arenas
- Rink boards cleaned
- Tempered/mixed water valve replaced in Boiler Room
- Boiler #2 combustion fan and motor replaced
- VAV's and actuators replaced in Senior Centre AHU #4
- Women's Change Room lockers repaired/replaced
- Arena Lift Gate springs replaced
- Maintenance Operators trained and certified by Waterslide Mechanic to change the slide bolts out
- Three operators completed the Certified Pool Operator course

**Risk Analysis:**

As per the requirements of the ERM policy, operational risk would vary if the work were not completed based on several factors outlined in the ERM policy.

**Communication Plan/Notice By-law Requirements:** Information only

**Strategic Plan or Other Guiding Document:**

Five Year Economic Development & Tourism Strategy

Charting Our Course 2027 – Strategic Plan

- 1.1 Position Kenora for growth through proactive infrastructure planning.
- 1.2 Ensure well maintained and sustainably financed City Infrastructure.
  
- 2.1c Implement tourism initiatives to enhance visitor rates and experiences.
- 3.1 Deliver coordinated four-season cultural and recreational infrastructure, programs and events.



**August 2, 2022**

## **City Council Committee Report**

**To: Kyle Attanasio, CAO**

**Fr: Stace Gander, Director of Community Services  
Josh Nelson, Tourism and Recreation Manager  
Megan Dokuchie, Economic Development Officer**

**Re: Five Year Tourism and Economic Development Strategy - Year One Update**

### **Recommendation:**

That Council receives the Five Year Tourism and Economic Development Strategy plan update, as presented by staff.

### **Background:**

Council accepted the Five Year Tourism and Economic Development Strategy at its July 20, 2021 meeting.

The strategy outlines broader goals and objectives for tourism, economic development and foundations for both service areas. Each objective includes a number of tactics and actions to support the implementation of the goal. Work had also included the development of an operational plan to allocate Municipal Accommodation Tax (MAT) funds over the next five year. Further, the strategy outlines performance measures for each of the tactics and actions to assist in measuring progress over time.

Key tactics of note identified in the strategy include, but are not limited to:

- Supporting event development and growth in Kenora;
- Supporting and developing effective marketing and promotion of local and regional tourism product;
- Undertaking initiatives to enhance infrastructure and services that promote lake access and use;
- Improving the investment readiness of publically owned residential, commercial and industrial lands;
- Positioning Kenora to take advantage of strategic sector opportunities;
- Prioritizing support of COVID-19 response and relief efforts to assist the local business community;
- Facilitating housing development to support community economic growth; and
- Implementing recommendations of the Harbourfront Business Development Plan.

It has now been twelve (12) months since Council's acceptance of the plan. Staff have prepared a summary of key achievements to share with Council to demonstrate implementation progress of the overall five year plan.

## **Key highlights include:**

### **Objective 1.1 – Enhance four-season visitor experiences**

*Tactic – Support and develop effective marketing and promotion of local and regional tourism products*

- Implementation of elements of the destination tourism marketing project including the new brand and operationalization of the website;
- Development of joint marketing initiatives in conjunction with Sioux Narrows – Nestor Falls, Destination Ontario and Destination Northern Ontario;
- Creation of new marketing video – Fall in Love with Lake of the Woods.

*Tactic – Develop off-season focused programming in Kenora*

- Work in conjunction with Science North to expand its presence and programming at the Lake of the Woods Discovery Centre;
- Installation of the fish exhibit and expansion of the boat motor exhibit at the Lake of the Woods Discovery Centre.

*Tactic – Support efforts to improve facilities and infrastructure to promote four-season tourism*

- Supported for Mount Evergreen in the development and implementation of the four season destination development/business plan and drive in theatre through staff and financial support;
- Whitecap Pavilion fees waived for community focused events;
- Supported Anicinabe Park operator request for a winter closure of Old Chalet lane to create winter activities in the park.

### **Objective 1.2 – Support Kenora's development as a key destination for arts, culture and heritage**

*Tactic – Work to increase activity and awareness related to Kenora's rich history, culture and the arts*

- Demonstrated collaboration within the Community Services Department to deliver joint initiatives that showcase facilities such as the Spring Break Scavenger Hunt;
- Supported community theatre and musical performances including the Winnipeg Symphony Orchestra, the Harbourfront Concert Series and Trylight Theatre;
- Provided staff and infrastructure support for Artsfest 2022.

### **Objective 1.3 – Improve lake access and boating infrastructure**

*Tactic – Undertake initiatives to enhance infrastructure and services that promote lake access and use.*

- Implemented the Coney Island Shuttle in 2021 which saw 540 passengers in its inaugural season;
- Replaced mooring balls at the Harbourfront;
- Secured funding from the Northern Ontario Heritage Fund Corporation (NOHFC) for dock enhancements (\$480,000) and parks (\$950,000).

### **Objective 1.4 – Advance Kenora's position as a host community for special events**

*Tactic – Support event development and growth in Kenora*

- Purchased a portable PA system to help support events;
- Northern Ontario Curling Association playdowns was postponed due to COVID and will be played in 2022/2023;
- Review of Municipal Alcohol Policy will be completed in 2022.

## **Objective 2.1 – Activate development on Kenora’s vacant and underutilized lands**

*Tactic – Improve the development readiness of publicly owned residential, commercial, and industrial lands.*

- Completed disposition of three municipally owned properties in alignment with the with the Vacant Lands and Growth Strategy (2020);
- Successfully negotiated a temporary land use agreement to promote economic activity downtown;
- Delivered minor capital improvements to develop a pop-up patio on a vacant property to host a temporary use and activate the Harbourtown Centre.

*Tactic - Improve awareness of development opportunities, incentives and partnerships available for vacant and underutilized lands through marketing efforts.*

- Worked to enhance the dedicated municipal surplus land page within the City of Kenora website to include the Localintel tool and available commercial properties throughout the community.

## **Objective 2.2: Support the growth and retention of local businesses and emerging sectors**

*Tactic - Provide supports and information to new and existing businesses through a community partner and City-led initiatives.*

- Implemented initiatives to support small business through the Kenora Business Partners and the Northwest Business Centre including the Keep it in Kenora campaign, Main Street Market, New Business Welcome Program;
- Delivered Small Business Week 2021;
- Partnered with Harbourtown BIZ to advance its mandate to undertake beautification and shop local initiatives including the streetscaping project (with support from the Rural Economic Development program) and pocket park development;
- Collaborated with the Northwest Business Centre to provide targeted supported to tourism start-ups through the Starter Company Plus program.

*Tactic - Prioritize support of COVID-19 response and relief efforts to assist the local business community.*

- Continued delivery of the Glad You Are Here campaign and Open Streets programming;
- Provided support for the Main Street Market in 2021 and hosted as lead organization in 2022;
- Collaborated with the Northwest Business Centre to provide targeted supported to tourism start-ups through the Starter Company Plus program;
- City of Kenora staff continued roles as co-chairs of the Regional Economic Development Group comprised of economic and business development professionals across the Kenora and Rainy River districts to share information and best practices with partners.

## **Objective 3.2: Undertake planning activities that support tourism and economic development objectives**

*Tactic - Review, update and align Kenora’s plans, policies and procedures to continue to support tourism and investment readiness.*

- Participated in Parks and Recreation master plan and Official Plan processes.

### **Objective 3.3: Develop and invest in strategic infrastructure that supports economic and tourism growth**

*Tactic - Enhance Kenora's Harbourtown Centre, Harbourfront, Beaches, Parks, and key natural areas.*

- Supported the development of a disc golf course at Garrow Park through the MAT;
- Prioritized the development of a new public washroom facility in the Harbourtown Centre with capital work and installation positioned to be delivered in Fall 2022.

*Tactic - Facilitate housing development to support community economic growth.*

- Recommended amendments to the Municipal Capital Facilities By-law to allow for improved flexibility in the delivery of this policy;
- Supported the development of two residential conversion projects through the Community Improvement Plan program.

*Tactic - Implement recommendations of the Harbourfront Business Development Plan.*

- Secured \$670,000 in external funding from the provincial and federal governments to support detailed design work for the redevelopment of the Harbourfront;
- Received \$847,152 (90 percent of total costs) in external funding from FedNor and the NOHFC to begin capital work in the McLeod Park - Phase 1 and Husky's Landings zones with rehabilitation of Husky the Muskie completed in June 2022.

Staff have begun to collect quantitative performance measurement indicators using 2021 data as a baseline. More fulsome reporting related to these indicators will be brought forward in 2023.

**Budget:** Funding for elements of the plan are presented to and approved by Council prior to costs being incurred.

**Risk Analysis:** There is low risk to accepting this update as it is for information purposes only.

**Communication Plan/Notice By-law Requirements:** None.

**Strategic Plan or other Guiding Document:**

Charting Our Course 2022-2027 Strategic Plan

2.1.5 Activate the City of Kenora 5-Year Tourism and Economic Development Strategy and initiate an update of the Strategy by 2027.