

# **AGENDA**

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

**Tuesday, May 17, 2022  
12:00 p.m.**

**City Hall Council Chambers**

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

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

### **2. Blessing and Land Acknowledgment – Councillor McMillan**

### **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:

- Adopt the adopt the 2022 Municipal Operating Budget and establish the 2022 tax rates & ratios
  - Establish the 2022 Council remuneration
    - Establish the 2022 BIZ levy
  - Appoint Mort Goss as Deputy Mayor for the balance of term of Council
    - Adopt a lame duck delegation bylaw
    - Amend the City's Procurement Policy
- Adopt a new General Tariff of Fees and Charges By-Law give effect to new rates in the Solid Waste Division outlined in Schedule D, to include a \$2.50 bag tag rate and a \$20 flat general usage charge for the scale
- Authorize a budget amendment in the amount up to \$12,500 plus HST to be funded through the Art Centre reserve for emergency repairs to the art centre balcony
- Close the road allowances legally identified as PIN 42169-0250 and a portion of PIN 42169-0295, and be declared surplus to the requirements of the Municipality
- Close road allowance legally identified as a portion of PIN 42169-0277 and declare surplus to the requirements of the Municipality
- Authorize a budget amendment in the amount of \$171,272 to be funded through the Solid Waste Reserve to complete the Phase I Perimeter Road Construction at the Kenora Area Landfill

### **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. Confirmation of Previous Council Minutes**

- Regular Council – April 19, 2022

## **6. Presentations/Deputations**

- Lake of the Woods District Stewardship Association Presentation

## **7. Additions to Agenda** (urgent only)

- Tax Rates & Ratios
- 2022 Council Remuneration
- 2022 BIZ Levy Request

## **8. Appointments**

- None

## **9. Reports from Committee of the Whole**

### **9.1 Corporate Services & Finance**

- March 2022 Financial Statements
- Ontario Regulation 284/09: 2022 Budget Matters
- Asset Management Plan Update
- Citizen's Prosperity Trust Fund Investments
- Procurement Policy #AF-1-1
- Operating Budget Approval
- Tariff of Fees & Charges – Solid Waste Division-Schedule D – Tipping Fee Increases
- Council Code of Conduct Policy #CC-5-2
- Boards & Committees Code of Conduct Policy #CC-14-2
- Lame Duck Delegation Authority
- Use of Corporate Resources for Election Purposes Policy #CC-10-1
- Parking Lots & Structures Bylaw Amendment
- Deputy Mayor Appointment

### **9.2 Fire & Emergency Services**

- Emergency Services Quarterly Report
- 9-1-1 Service Agreement

### **9.3 Engineering & Infrastructure**

- Engineering & Infrastructure Quarterly Report
- Budget Amendment-Kenora Area Landfill Perimeter Road Construction

### **9.4 Community Services**

- Funding Application to the Federal Economic Development Agency-Ontario Regional Tourism Relief Fund
- Budget Amendment-Art Centre Balcony Water Damage
- Community Services Quarterly Report

## 9.5 Development Services

- Closure of Roads & Declaration of Surplus Land-Aberdeen St & Grey St
- Closure of Roads & Declaration of Surplus Land-Railway St
- Zoning Bylaw Amendment – D14-22-01 - 371 Strecker Road

## 10. Housekeeping Resolutions

- Stantec Consulting Ltd Services Contract- 2022 Bridge and Structure Inspection
- Colliers Project Leaders Inc. Service Agreement – project management services
- LMD Contracting Agreement - Coney Island Boardwalk Contract
- Deputy Treasurer Appointment
- FedNor Contribution Agreement-Strategic Plan Amendment
- NOHFC Funding Agreement-Canada Day Fireworks
- Northwest Business Centre Funding Agreements
- Town Island Purchase Agreement-Date Amendment
- Various Committee Minutes
- Water & Wastewater Monthly Summary-March 2022

## 11. Tenders

- General Engineering Services Proposal
- Coney Island Shuttle Agreement
- Playground Equipment Purchase Agreement

## 12. By-laws

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

- Confirmatory
- Establish and Regulate Parking Lots and Structures
- 2022 Operating Budget Approval
- 2022 Tax Ratios
- 2022 Tax Rates
- 2022 BIZ Levy Request
- 2022 Council Remuneration
- Procurement Policy #AF-1-1
- Tariff of Fees & Charges – Solid Waste Division – Tipping Fee Increases
- Council Code of Conduct Policy #CC-5-2
- Boards & Committees Code of Conduct Policy #CC-14-2
- Lame Duck Delegation Authority
- Use of Corporate Resources for Election Purposes Policy #CC-10-1
- Bell Canada Agreement - Next Generation 9-1-1 Authority
- Budget Amendment-Kenora Area Landfill Perimeter Road Construction
- Budget Amendment-Art Centre Balcony Water Damage
- Closure of Roads & Declaration of Surplus Land-Aberdeen St & Grey St
- Purchase & Sale Agreement - 10000089155 Ontario Inc.-Aberdeen St & Grey St
- Closure of Roads & Declaration of Surplus Land-Railway St
- Purchase & Sale Agreement - 10110628 MB Ltd. and 1489298 ON Inc. – Railway St
- Zoning Bylaw Amendment – D14-22-01 - 371 Strecker Road
- Contract Agreement Stantec Consulting Ltd-2022 Bridge and Structure Inspection Services
- Colliers Project Leaders Inc. Service Agreement – project management services
- LMD Contracting Agreement- Coney Island Boardwalk
- Deputy Treasurer Appointment

- FedNor Contribution Agreement-Strategic Plan Amendment
- NOHFC Funding Agreement-Canada Day Fireworks
- Agreement – MNDMFNR - Northwest Business Centre
- Agreement – MEDJCT – Northwest Business Centre
- Town Island Purchase Agreement-Date Amendment
- Green Adventures Agreement - Coney Island Shuttle Service
- Agreement with CRCS Recreation/Playpower Playground Equipment

### 13. Notices of Motion

### 14. Proclamations

- None

### 15. Announcements (non-action)

### 16. 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) Education & Training Members of Council (3 matters–CAO, Mayor, Development Services updates)
- ii) Disposition of Land (1 matter-request to lease municipal property)

### 17. 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**.



May 11, 2022

## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Charlotte Edie, Director of Finance  
Michelle Saunders, Municipal Accountant**

**Re: 2022 Tax Ratios and Rates**

### **Recommendation:**

That Council hereby adopts Revenue Neutral Tax Ratios for 2022 to mitigate reassessment impacts between property classes; and

That Council hereby provides three readings to the following By-laws:

A By-law to set tax ratios and to set tax rate reductions for prescribed property classes and subclasses for municipal purposes for the year 2022; and

A By-law to adopt the estimates for all sums required for the year, to establish rates to be levied for same and to provide for penalty and interest in default of payment thereof for 2022; and further

That in accordance with Notice By-law #144-2007, public notice is hereby given of Council's intention to set tax ratios and tax rates for 2022 at its May 17, 2022 meeting.

### **Background:**

#### **Revenue Neutral Tax Ratios**

In any given year, the City has a number of tax policy decisions available. Revenue Neutral tax ratios allow the City of Kenora to retain the same distribution of taxes between property classes that existed in the prior year. Once again, re-assessment for the 2022 tax roll has been deferred due to COVID and according to MPAC's website, 2023 will remain unchanged as well. The current assessment is based on the Jan. 1, 2016 property values. The Province has introduced legislation that enables municipalities to restate their tax ratios to maintain the same tax burden by property class. The restatement results in what the Province refers to as "revenue neutral tax ratios". We have chosen to adopt the 2022 revenue neutral ratios as this reduces the burden on our residential class by maintaining the ratios for our commercial and industrial classes.

Council has selected to make use of this tax tool in 2022. This has caused the commercial class to exceed the Provincial range of fairness and therefore this class became subject to levy restrictions and 50% of the change in tax rate was adopted for this class.

### **50% Flow-Through for Levy Restricted Classes**

Another option the City has available is to pass on 50% of any tax increase to the levy restricted classes.

In 2022, the commercial classes are subject to levy restrictions due to the implementation of revenue neutral tax ratios. It is recommended that 50% of the tax increase be passed on to these classes.

### **Sources of Financing:**

There is no cost related to passing these by-laws. These are the by-laws that enable the municipality to levy municipal property taxes within the City for 2022.

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

Notice will be provided in accordance with the notice provisions of the City's notice by-law.

### **Strategic Plan or other Guiding Document:**

As required by the Municipal Act.

### **ERM Assessment:**

While the impact of a tax ratio and rate related risk has potential to be significant, likelihood is low, making it a moderate but necessary risk to be retained and monitored. This is a positive risk and should be pursued.

**CITY OF KENORA  
TAX RATES  
2022**

	2022 Municipal	2021 Municipal	% change
<b>Residential</b>	0.01248131	0.01221603	2.17%
<b>New Multi-Residential</b>	0.01372944	0.01343763	2.17%
<b>Multi-Residential</b>	0.01935935	0.01895014	2.16%
<b>Commercial</b>			
Occupied	0.02598235	0.02570481	1.08%
Vacant	0.02598235	0.02570481	1.08%
<b>New Construction</b>	0.02598235	0.02570481	1.08%
<b>Office Building</b>			
Occupied	0.03139824	0.03106285	1.08%
Vacant	0.03139824	0.03106285	1.08%
<b>Shopping Centre</b>			
Occupied	0.03691420	0.03651990	1.08%
Vacant	0.03691420	0.03651990	1.08%
<b>Parking Lot / Vacant Land</b>	0.02135773	0.02112959	1.08%
<b>Industrial</b>			
Occupied	0.02742452	0.02549011	7.59%
Vacant	0.02742452	0.02549011	7.59%
<b>Large Industrial</b>			
Occupied	0.03567172	0.03315558	7.59%
Vacant	0.03567172	0.03315558	7.59%
<b>Landfill</b>	0.01372944	0.01343763	2.17%
<b>Pipeline</b>	0.01930805	0.01889993	2.16%
<b>Farmlands</b>	0.00312033	0.00305401	2.17%
<b>Managed Forest</b>	0.00312033	0.00305401	2.17%
<b>Electrical Corridors - Ontario Hydro</b>	122.15	122.15	0.00%
<b>Railway Right of Ways - CPR</b>	110.00	110.00	0.00%



April 30, 2022

## City Council Committee Report

**TO: Kyle Attanasio, CAO**

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

**RE: Council Remuneration**

### **Recommendation:**

That in accordance with Council's Annual Remuneration Policy #CC-15-1, Council hereby establishes Council's 2022 Remuneration to be set at Mayor \$40,653.80 and Council \$20,400.49 with per diems established at \$196.91 effective January 1, 2022; and further

That in accordance with Notice By-law #144-2007, notice is hereby given that Council intends to adopt a by-law establishing Council remuneration rates for 2022 at its May 17, 2022 meeting; and further

That the appropriate by-law be passed for this purpose.

### **Background:**

Council's Annual Remuneration Policy #CC-15-1 establishes the following:

#### **1. Annual Remuneration:**

Annual economic adjustment to Council remuneration will be based on the actual annual percentage adjustment approved for the City's Non-Union Group.

#### **2. Remuneration approved by By-law**

All annual remuneration increases will be ratified by adoption of the required by-law and provision of any applicable notice in accordance with Council's Notice By-law.

Council approved an economic adjustment of 1.5% to the City's non-union pay grid for 2022. A corresponding incremental adjustment to Council remuneration represents the following:

<b>2022</b>	Annual Remuneration	Per Diems
Mayor	\$40,653.80	\$196.91
Council	\$20,400.49	\$196.91

**Budget:** The 2022 cost for the economic adjustment has been included in the City's 2022 operating budget.

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

**Strategic Plan or other Guiding Document:** City Policy #CC-13-1

**ERM Assessment:**

Moderate risk in relation to the City's ability to attract a strong pool of candidates to future elections. This is considered a positive risk and should be pursued.



May 12, 2022

## City Council Committee Report

**To: Kyle Attanasio, CAO**

**Fr: Charlotte Edie, Manager of Finance/Treasurer  
Michelle Saunders, Municipal Accountant**

**Re: BIZ Levy – 2022 Request**

### **Recommendation:**

That Council hereby approves the Harbourtown Centre Business Improvement Board budget request in the amount of \$44,653.37 for 2022; and further

That Council gives three readings to a bylaw to adopt the estimates for funds to be raised for 2022 on behalf of the Harbourtown Centre Business Improvement Board; and further

That in accordance with Notice Bylaw Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2022 Business Improvement Board Levy at its May 17<sup>th</sup> meeting.

### **Background:**

In 2003, under By-Law #166-2003, the City of Kenora established an improvement area for the purposes of "the improvement, beautification and maintenance of municipally owned lands, buildings and structures in the area, beyond such improvement, beautification and maintenance as is provided at the expense of the municipality at large, and the promotion of the area as a business or shopping area". In this same By-Law, the City established a Board of Management, known as the "Harbourtown Centre Business Improvement Board", in accordance with Section 204 of the Municipal Act, 2001. This Board and area are often known as the "Kenora BIZ".

In accordance with the By-Law, the Kenora BIZ must provide to the City their annual report, as audited by the City's auditors, as well as a request for the current year levy. The BIZ 2021 audited financial statements are not yet available but will be forwarded to Council once they are made available. The BIZ has also submitted their 2022 levy request for Council approval and to be included on the City's 2022 final tax bills.

For 2022, this represents a BIZ request of \$44,653.37. A copy of the BIZ 2022 Levy Request has also been attached for Council's review.

### **Budget / Financial Implications:**

The BIZ levy is levied on the final tax bill directly from the applicable property owners within the BIZ area. This is done in accordance with the provisions from the enabling bylaw.

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

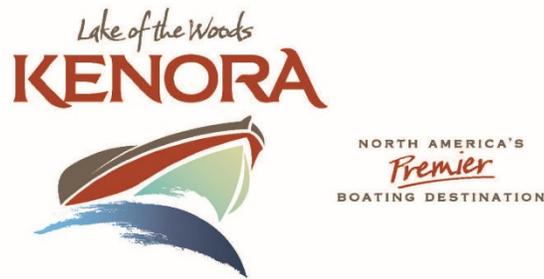
Notice of the approval of the BIZ levy will be given in accordance with Notice By-law #144-2007. A bylaw approving the 2022 BIZ Levy and rate is required.

**Strategic Plan or other Guiding Document:**

Goal 2.1(C): Implement tourism initiatives to enhance visitor rates and experiences.

**ERM Assessment:**

Minimal risk to the municipality. This is an annual levy as set by the BIZ in accordance with their enabling bylaw.



Housekeeping Reports  
NOT attached to  
Committee of the  
Whole Agenda



April 29, 2022

## Housekeeping Council Briefing

(Direct to Council – does not appear at COW)

**Agenda Item Title:** Professional Engineering Services for 2022 Bridge and Structure Inspection Services

**Background Information:**

City administration has accepted a proposal related to engineering services for the 2022 Bridge and Structure Inspection Services, and has secured Stantec Consulting Ltd. for these services as per the requirements of the procurement policy. It is now in order for the City to enter into an agreement with Stantec Consulting Ltd. to perform these services.

A copy of the agreement document is available via the Clerk's office.

**Resolution for Council:**

That Council gives three readings to a bylaw to execute an agreement between the Corporation of the City of Kenora and Stantec Consulting Ltd. for engineering services for the 2022 Bridge and Structure Inspection Services.

**Briefing By:** Marco Vogrig, Municipal Engineer

**Bylaw Required:** Yes



May 13, 2022

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

### Agenda Item Title:

Colliers Project Leaders Inc. Services Agreement

### Background Information:

Development Services is currently delivering multiple large projects including detailed design for the Harbourfront Business Development Plan and the construction of the Chipman Street pocket park. The engagement of external project management support services has been identified as an opportunity to provide assistance to staff who are delivering these initiatives.

Staff delivered a competitive Request for Proposals process in February 2022 for the engagement of these services and have selected Colliers Project Leaders Inc. as the successful proponent.

An agreement was reached between the Corporation of the City of Kenora and Colliers Project Leaders Inc. for the provision of project management services in the amount of \$62,830+ HST. The agreement is now ready for execution by bylaw.

### Resolution for Council:

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and Colliers Project Leaders Inc. for the provision of project management services in the amount of \$62,830+ HST; and further

That the Mayor and Clerk be authorized to execute this agreement.

**Budget:** Engagement of external project management support for the Harbourfront Business Development Plan has been included in the 2022 capital budget. Support for the development of the Chipman Street pocket park will be support through Planning contracted services.

**Risk Analysis:** There is low risk to executing this agreement as it will allow the work to proceed.

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

### Strategic Plan or Other Guiding Document:

2.1.1 Complete the Harbourfront Business Development Plan Detailed Design and begin implementation with a focus on McLeod Park and Husky the Muskie

**Briefing By:** Adam Smith, Director of Development Services

**Bylaw Required:** Yes



April 29, 2022

## Housekeeping Council Briefing

(Direct to Council – does not appear at COW)

**Agenda Item Title:** Coney Island Boardwalk Contract – LMD Contracting

**Background Information:**

City administration has accepted a proposal related to the complete removal and replacement of the Coney Island Boardwalk as per the requirements of the procurement policy. It is now in order for the City to enter into an agreement with LMD Contracting to perform these services.

**Resolution for Council:**

That Council gives three readings to a bylaw to execute an agreement between the Corporation of the City of Kenora and LMD Contracting for the removal and replacement of the Coney Island Boardwalk.

**Briefing By:** Shaun Clifford, Parks & Facilities Manager

**Bylaw Required:** Yes



May 10, 2022

**Housekeeping  
Council Briefing**  
(direct to Council – does not appear at COW)

**Agenda Item Title:** Deputy Treasurer Appointment

**Background Information:**

The position of Deputy Treasurer has become vacant as a result of a resignation. The position has been filled by Michelle Saunders effective immediately on an acting basis. This position requires a resolution and bylaw of Council officially appointing Michelle Saunders to this position and removing Jon Ranger.

This appointment is statutory in nature and will be reviewed following the 2022 municipal election.

**Resolution for Council:**

That Council hereby appoints Michelle Saunders to the position of Acting Deputy Treasurer for the City of Kenora; and further

That bylaw number 102-2018 be hereby repealed.

**Briefing By:** Charlotte Edie, Director of Finance/Treasurer

**Bylaw Required:** Yes



May 7, 2022

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

### Agenda Item Title:

FedNor Contribution Agreement Amendment – Comprehensive Strategic Plan

### Background Information:

An agreement was reached between the Corporation of the City of Kenora and FedNor for the delivery of a strategic planning process in February 2021. The completed five year strategic plan, *Charting Our Course 2022-2027*, was accepted by Council at its April 19, 2022 meeting.

Following acceptance of the strategy, the next step in the project is to outline an implementation process that will include the development of departmental work plans, communications materials and comprehensive performance metrics. This will ensure successful enactment of the plan. An amendment to the FedNor contribution agreement is required to include this implementation process in the scope of work. The end date for the agreement has been amended to December 31, 2022 to allow for this work to be completed.

The amending agreement is now ready for execution by bylaw.

### Resolution for Council:

That three readings be given to a bylaw to execute an amending agreement between the Corporation of the City of Kenora and FedNor for the strategic plan project; and further

That the Mayor and Clerk be authorized to execute this agreement.

**Budget:** There is no budget impact to this report.

**Risk Analysis:** There is low risk to executing this amendment as it will allow the work to proceed.

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

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

**Briefing By:** Megan Dokuchie, Economic Development Officer

**Bylaw Required:** Yes



May 3, 2022

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

### **Agenda Item Title:**

Northern Ontario Heritage Fund Corporation (NOHFC) – Canada Day Funding Agreement

### **Background Information:**

The City of Kenora received funding support from NOHFC to host Canada Day festivities in 2022.

An agreement was reached between the Corporation of the City of Kenora and the Northern Ontario Heritage Fund Corporation to support Kenora's Canada festival in 2022 in the amount of \$10,000. The agreement is now ready for execution by bylaw.

### **Resolution for Council:**

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and the Northern Ontario Heritage Fund Corporation to provide funding support for Canada Day; and further

That the Mayor & Clerk be authorized to execute this agreement.

**Budget:** The City of Kenora contribution is included in the operating budget. Total project assistance is estimated at 22.5 percent of eligible costs.

**Risk Analysis:** There is low financial risk in pursuing this opportunity.

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

### **Strategic Plan or Other Guiding Document:**

2.1 (c) – Implement tourism initiatives to enhance visitor rates and experiences

**Briefing By:** Josh Nelson, Tourism & Recreation Manager

**Bylaw Required:** Yes



May 12, 2022

## **Housekeeping Council Briefing**

**(direct to Council – does not appear at COW)**

### **Agenda Item Title:**

Northwest Business Centre (NWBC) Funding Agreements

### **Background Information:**

The Northwest Business Centre is funded through two Ministries. The Ministry of Northern Development, Mines, Natural Resources and Forestry funds the Core program. The Ministry of Economic Development, Job Creation and Trade funds the Starter Company Plus and Summer Company programs. The City of Kenora holds the contracts with each of these respective Ministries. Attached are the standard two contracts that aid in operating the Northwest Business Centre and are in effect from April 1, 2022 to March 31, 2024.

The Core funding level has remained the same since 2014. The Summer Company Program has been delivered for over 19 years by the Northwest Business Centre and the Starter Company Plus program has been delivered since 2014. The Summer Company and Starter Company Plus agreements are combined into one agreement. The funding covers the operating, delivery and grants for the programs.

### **Resolution for Council:**

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and the Ministry of Northern Development, Mines, Natural Resources for the SBEC Core Initiatives Funding Program for a two year term; and further

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and the Ministry of Economic Development, Job Creation and Trade for the Starter Company Plus Initiative and Summer Company Initiative for a two year term; and further

That the CAO be authorized to execute these agreements.

### **Budget:**

Core Funding: \$88,000.00 per year from April 1, 2022 to March 31, 2024.

Starter Company Plus and Summer Company: \$65,000.00 per year from April 1, 2022 to March 31, 2024 (operating, delivery, and grants).

### **Risk Analysis:**

There is Moderate Risk associated with the approval of these agreements as per the City of Kenora's Risk Management Matrix as the Manager of the NWBC interacts with the Senior Leadership Team for signing authority and annual review and monitoring.

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

### **Strategic Plan or Other Guiding Document:**

1-2: The City will forge strong, dynamic working relationships with the Kenora business community

1-3: The City will foster and support entrepreneurial business development for start-ups and young entrepreneurs.

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**Briefing By:** Allyson Pele, Manager of Northwest Business Centre

**Bylaw Required:** Yes



May 3, 2022

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

**Agenda Item Title:** Town Island – Amendment to Agreement of Purchase and Sale

**Background Information:**

The City of Kenora entered into an agreement of purchase and sale for Town Island with the Nature Conservancy of Canada (NCC) in the amount of \$2.25 million in February 2021. Council also committed to contributing \$75,000 to the NCC Stewardship Endowment Fund upon conditions of the sale being satisfied. NCC has requested an amendment to the agreement to set the transaction completion date to July 14, 2022.

An agreement was reached to amend the agreement of purchase and sale between the Corporation of the City of Kenora and the Nature Conservancy of Canada fully executed by both parties on February 17, 2021 for 202 acres more or less of real property being all of PIN 42150-3110 and PIN 42150-3112 being parts of the lands commonly referred to as Town Island on Lake of the Woods. The agreement is now ready for execution by bylaw.

**Resolution for Council:**

That the parties mutually executed a conditional purchase and sale agreement on February 17, 2021 for 202 acres more or less of real property being all of PIN 42150-3110 and PIN 42150-3112 being parts of the lands commonly referred to as Town Island on Lake of the Woods; and further

That it is deemed necessary and expedient to amend the conditional purchase and sale between the Corporation of the City of Kenora and the Nature Conservancy of Canada; and further

That the three readings be given to a bylaw for this purpose.

**Budget:** The net proceeds from this sale had been previously approved by Council to be placed into a reserve for the purposes of future land development.

**Risk Analysis:** There is low risk to executing this amendment as it will allow for an earlier date of completion for the transaction.

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

**Strategic Plan or Other Guiding Document:**

2.1.2 Continuously identify and divest City-owned vacant and surplus lands as recommended by the City of Kenora Vacant Lands and Growth Study

**Briefing By:** Adam Smith, Director of Development Services

**Bylaw Required:** Yes

May 12, 2022



## Housekeeping Council Briefing (direct to Council – does not appear at COW)

### **Agenda Item Title:**

Receipt and Approval of Various Committee Minutes

### **Background Information:**

This static monthly report is for the purpose of Council approving and/or receiving various Committee Minutes. Those being approved are the Committees of Council which Council should be approving the actions of those Committees and does so in the form of a by-law under the Confirmatory By-law.

The Minutes being received are typically from local Boards or Corporations for information only (and cannot be 'approved' by Council).

The various Minutes will appear under separate cover as an attachment on SharePoint to this report.

### **Resolution for Council:**

That Council hereby adopts the following Minutes from various City of Kenora Committees:

- February 23, 2022 – Kenora Public Library
- February 24 & March 24, 2022 – The Muse
- March 16, 2022 – Heritage Kenora

That Council hereby receives the following Minutes from other various Committees:

- March 25, 2022 - Northwestern Health Unit
- December 15, 2021, January 27 & March 15, 2022 - District of Kenora Home for the Aged Board of Management; and further

That these Minutes be circulated and ordered filed.

**Briefing By:** Kelly Galbraith, Deputy Clerk

**Bylaw Required:** No



May 1, 2022

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

**Agenda Item Title:** 2022 Water & Wastewater Systems Monthly Summary Report – March

**Background Information:**

The Water and Wastewater Division will be providing Council with Water and Wastewater Systems Summary Reports, on a monthly basis.

The purpose of the Report is to provide Council with an understanding on how the City's water and wastewater systems operate and are maintained. Data will be collected at the end of each month and presented to Council for acceptance, see attached.

Due to the diversity of the City's electrician's work, a summary of their work is now included in an additional section, 5.0 Electrical Work, beginning in April 2021.

The Operations and Infrastructure Department recommends that Council accept the 2022 Water and Wastewater Systems Monthly Summary Report for March.

**Resolution for Council:**

That Council of the City of Kenora hereby accepts the March 2022 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by City administration.

**Budget:** N/A

**Risk Analysis:**

The risk level is low to moderate. The monthly reporting is standard practice for transparency purposes, and an opportunity to further Council's understanding of the Division's monthly budgeting. No mitigating strategies are required.

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

**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.

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

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

**Briefing By:** Kevin Gannon, Director of Engineering & Infrastructure Services

**Bylaw Required:** No