City of Kenora
Special Committee of the Whole Meeting

AGENDA

Thursday, October 12, 2023
City Hall Council Chambers
4:00 p.m.

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

A. Call Meeting to Order

B. Land Acknowledgement – Councillor Van Belleghem

C. Public Information Notices

N/A

D. Declaration of Pecuniary Interest & the General Nature Thereof

Any Member of Council to Declare any Pecuniary Interest and the General Nature Thereof pertaining to any items as follows:-

1) On Today's Agenda

2) From a Meeting at which a Member was not in Attendance

Subject

1. **Position of Draft Operating Budget**
2. **Draft 2024 Capital Budget Discussion**
3. **Adjournment**

Request for Budget Decision

Project/Decision:	**Capital Replacement Project**
Department:	**Fire & Emergency Services**

Purpose:
To present Council with the option to adopt a formal Fire Apparatus Replacement Life Cycle Schedule and the addition of consistent annual funding to support the Fire and Emergency Services Capital Budget program be added into the 2024-2026 operating budgets.

Decision:
Administration is recommending that Council adopt the Fire Apparatus Replacement Life Cycle Schedule as presented in this report and as per the Fire Service Master Plan adopted by Council in May 2023; and

Administration is seeking Council's direction for the option to amend the 2024-2026 operating budgets to include consistent annual funding to support Fire & Emergency Services Capital Budget Program as presented in this report.

Background:
On Wednesday, May 17, 2023, Council received the Fire Services Master Plan (FSMP) as completed by BEHR Integrated Solutions. Council directed that the FSMP act as a guiding reference document for Council and staff to develop a strategic approach to the delivery of fire services for the City of Kenora over the next five to ten years.

The FSMP recognizes that "the City does not have a formal fire apparatus and vehicle replacement plan" and includes a recommendation to "establish a formal apparatus life cycle and vehicle replacement plan including adequate contributions to capital reserves to sustain the fleet."

Administration has developed an apparatus replacement and re-assignment plan. This plan, if approved, will provide the type of apparatus and light vehicles that are anticipated to meet the future needs of the community. Moving up the planned replacement dates for apparatus may be prudent to manage present risks in our community.

Recommended Fleet:
Based on the FSMP, the City of Kenora's current complement of fire stations, and current best practices for fleet management in the fire and emergency services industry, City Administration is recommending the following inventory to support service delivery at current levels:

Station #1
- Pumper – Fire response for Career Staff
- Pumper – Fire response for PPC Staff
- Tanker – Rural Water Supply
- Support – Transport staff and equipment
- Aerial – Access to elevated locations and an elevated water stream
- Rescue – Transporting staff and equipment for specialized rescue operations
- Boat – Transport staff to offshore emergencies or to Coney Island
- Wildfire – Designed to assist in fighting wildfire and open-air burning

Station #2

- Pumper – Fire response for PPC Staff response
- Tanker – Rural Water Supply
- Support – Transport staff and equipment

Station #3

- Pumper – Fire response for PPC Staff
- Tanker – Rural Water Supply
- Support – Transport staff and equipment

This proposed fleet inventory would provide for consistent service delivery throughout the municipality, and an adequate water supply for areas that are not in close enough proximity to hydrants. This proposal would also see certain pumpers substituted with tankers, which are about half the cost.

Discussion:

Fire and emergency service vehicles should not be treated like most other departmental or private vehicles. The public depends on its emergency responders, when called, to arrive on the scene in a timely manner with the appropriate resources and equipment. In the last ten years, the role of the fire department and the role of our fire apparatus delivery service has significantly expanded. In addition to fire suppression equipment, fire apparatus is currently stocked with the basic medical equipment, rescue equipment, hazardous materials equipment, and all the tools needed to provide a quick and proper deployment of any nature.

There are several standards that provide guidance to the life cycle and replacement schedule of fire apparatus:

- Fire Underwriters Survey Apparatus Acceptance Terms of Reference for Fire Insurance Grading and Public Fire Protection
- Fire Underwriters Survey Insurance Grading Recognition of Used or Rebuilt Fire Apparatus
- Underwriters Laboratories of Canada (ULC) Standard S515: Automobile Fire Fighting Apparatus (latest edition)
- National Fire Protection Association (NFPA) 1901:Standard for Automotive Fire Apparatus (latest edition)
- National Fire Protection Association (NFPA) 1911: Standard for the Inspection, Maintenance, Testing, and Retirement of In-Service Automotive Fire Apparatus (latest edition)

The Office of the Ontario Fire Marshal (OFM) and the fire service in Ontario have moved to recognize the National Fire Protection Association (NFPA). The applicable standard in relating to fire apparatus is 1901 Standard for Automotive Fire Apparatus. According to the NFPA 1901 Standard (2016 Ed.) Annex D Guidelines for First Line and Reserve Fire Apparatus states:

> "To maximize firefighter capabilities and minimize risk of injuries, it is important that fire apparatus be equipped with the latest safety features and operating capabilities. In the last 10 to 15 years, much progress has been made in upgrading functional capabilities and improving the safety features of fire apparatus. Apparatus more than 15 years old might include only a few of the safety upgrades required by the recent editions of the NFPA fire department apparatus standards. Because the changes, upgrades, and fine tuning of NFPA 1901 have been truly

significant, especially around safety, fire departments are seriously considering the value (or risk) to firefighters of keeping fire apparatus more than 15 years in first-line service."

"It is a generally accepted fact that fire apparatus, like all types of mechanical devices, have a finite life. The length of that life depends on many factors, including vehicle mileage and engine hours, quality of preventative maintenance program, quality of driver training program and rules enforcement, whether the vehicle was used within the design parameters, whether the fire apparatus was manufactured on a custom or commercial chassis, quality of workmanship by the original manufacturer, quality of the components used, and availability of replacement parts, to name a few."

"In the fire service, there are fire apparatus with eight (8) to ten (10) years of service that are just plain worn out. Alternatively, there are also fire apparatus that were manufactured with quality components, which have had excellent maintenance, and that have responded to a minimum number of incidents that are in serviceable condition after 20 years. Most would agree that the care of fire apparatus while being used, and the quality and timeliness of maintenance are the most significant factors in determining how well a fire apparatus ages."

Without question, the most crucial factors to consider in evaluating the need for replacing fire apparatus are critical enhancements in design, safety, and technology. Since 2009, the following, and more, requirements are included in NFPA 1901:

- rollover stability
- tire pressure indicators
- seat belt warning systems requiring all occupants to be properly seated and belted
- extended seat belt length requirements resulting from in-depth anthropometric study evaluating the size of today's fully dressed firefighter
- roadability, including minimum accelerations and top speed limitations
- enhanced step and work surface lighting
- cab integrity testing
- increased use of retroreflective striping in the rear of apparatus, providing a consistent identifiable set of marking for all automotive fire apparatus

Another key consideration is the Fire Underwriters Survey (FUS). They are a national organization that represents approximately 85% of the private sector property and casualty insurers in Canada. FUS provides data to program subscribers regarding public fire protection for fire insurance statistical and underwriting evaluation. The data that the fire insurance grades are based on for the City of Kenora are over 5 years old (2016) and should be updated to reflect the level of protection currently in place. This review should not commence prior to having a Fire Apparatus Replacement Life Cycle Schedule and Capital Budget Program in place.

The applicable standards for a community the size of Kenora, suggest apparatus be kept in first line duty for a period of 15 years, and then assessed to be placed in second line duty for an additional five (5) years, and reserve for an additional 5 years. It is noteworthy that the Fire Underwriters Survey (FUS) document specifically refers to only "pumping" apparatus, (not tankers, rescue vehicles, etc.) while the NFPA document suggests this replacement cycle regardless of vehicle type. Small, passenger-type vehicles are not considered in either standard and staff are recommending a replacement cycle of 20 years or as a condition assessment indicates.

As the standards reference life cycling fire department apparatus based on the 15-year/20-year/25-year replacement schedule, staff recommends that this schedule be formally adopted and that future capital budget allocations reflect this schedule subject to the budget approval practices of the day. The following table illustrates and details current fire department pumper fleet information along with the replacement schedule recommended (listed by current age and recommended year of replacement).

GENERAL CONDITION ASSESSMENT - September 1, 2023

Unit #	Year of Manufacturer & Type	Current Age	Replacement Cycle	General Condition Assessment	Comments
Pumper 1	2011 Spartan Pumper	12	15 years 2026 Move to 2nd Line	Very Good	Currently used by Station #1 Career staff
Pumper 2	1985 Ford F-800 Pumper	38	25 years 2024 replace	Poor	Currently being used as Wildland apparatus, recommend replacement
Pumper 3	2001 International Pumper / Tanker	22	25 years 2030 replace	Poor	Currently used as Station #2 Pumper / Tanker. Convert to Tanker, failed most recent pump testing
Pumper 5	1996 Volvo Pumper	27	20 years 2026 replace	Poor	Currently used as Station #2 Pumper / Tanker
Pumper 6	2010 Spartan Pumper	13	20 years 2034 replace	Very Good	Currently used by Station #1 PPC staff
Pumper 7	1996 Volvo Pumper	27	20 years 2028 replace	Poor	Currently used as Station #3 PPC staff
Pumper 8	1990 Ford F-800 Pumper	33	25 years 2023 replaced	Poor	Being replace with Tanker Tuck (ordered 2023)

Recommendation:
The replacement of large fire department vehicles represents a substantial investment in the community. Replacement costs in [2023] dollars for pumpers fall in the $1,000,000 - $1,250,000 range. Prudent life cycle replacement planning combined with the proper funding of regular and preventative maintenance programs are essential to ensure that the department can meet and maintain current service levels as established by Council.

It is recommended that the replacement cycle for fire apparatus for the City of Kenora is as follows:

- First Line Duty – replacement every 15 years
  (Fire Line Pumper, Station #1 operated by Career Staff)
- Second Line Duty – replacement every 20 years
  (Second Line Pumper, Station #1, #2, #3 operated by Paid per Call Staff)
- Third Line Pumper, Aerial, Rescue, Tanker Apparatus every 25 years
  (Aerial, Rescue Station #1 apparatus operated by all staff, Tankers at each Station)
- Support Vehicles every 20 years, or as required

Fire Apparatus / Vehicle replacement schedule:

Design Year	Purchase Year	Equipment and Costing
2022	2023	Pumper 8, replaced with Tanker Truck - $540,000 (ordered 2023)
2023	2024	Pumper 2, replaced with Wildland Truck - $450,000
2025	2026	Pumper 5 - $1,144,000 (new Pumper to Station #1, 2010 Pumper to Station #2, Pumper 5 removed from service)
2027	2027	Truck 1 - $121,900
2027	2028	Pumper 7 - $1,188,000 (new Pumper to Station #1, 2011 Pumper to Station #3, Pumper 7 removed from service)
2029	2030	Pumper 3 - $604,800 (new Tanker to Station #2, Pumper 3 moved to Station #3 as Tanker only)
2031	2032	Pumper 1 - $1,276,000 (new Pumper to Station #1, 2027 Pumper to Station #2, 2010 Pumper removed from service)
2033	2034	Pumper 6 - $1,320,000 (new Pumper to Station #1, 2029 Pumper to Station #2, 2011 Pumper removed from service)
2035	2036	Tanker 3- (new Tanker to Station #1, 2023 Tanker to Station #3, 2001 Tanker removed from service)

Fire Fleet Capital Forecast 2024 - 2036

Project Name	Current Year	2023 Replacemet Value	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	TOTAL
Replace Truck 1	2007	115,000	–	–	–	121,900	–	–	–	–	–	–	–	–	–	121,900
Replace Truck 2	2001	115,000	–	–	–	–	–	–	–	131,100	–	–	–	–	–	131,100
Purchase Truck 3	2024	115,000	45,000	–	–	–	–	–	–	–	–	–	–	–	–	45,000
Replace Aerial 1	2016	2,100,000	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Replace Rescue 1	2015	750,000	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Replace Boat 1	1990	120,000	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Replace Pumper 1	2011	1,100,000	–	–	–	–	–	–	–	–		–	1,319,200	–	–	1,319,200
Replace Pumper 2	1985	1,100,000	450,000	–	–	–	–	–	–	–	–	–	–	–	–	450,000
Replace Pumper 3	2001	1,100,000	–	–	–	–	–	–	604,800	–	–	–	–	–	680,400	1,285,200
Replace Pumper 5	1995	1,100,000	–	–	1,144,000	–	–	–	–	–	–	–	–	–	–	1,144,000
Replace Pumper 6	2010	1,100,000	–	–	–	–	–	–		–	1,276,000	–	–	–	–	1,276,000
Replace Pumper 7	1995	1,100,000	–	–	–	–	1,188,000	–	–	–	–	–	–	–	–	1,188,000
Replace Pumper 8	1990	1,100,000	–	–	–	–	–	–	–	–	–	–	–	–	–	–
			495,000	0	1,144,000	121,900	1,188,000	0	604,800	131,100	1,276,000	0	1,319,200	0	680,400	**6960400**

The Fire Fleet Capital Forecast 2024 – 2036 represents a $6,960,400 investment over the next thirteen (13) years. Future purchases after 2036 are not scheduled until 2040.

Assumptions:

- 2023 Replacement value of a Pumper apparatus and equipment is $1,100,000.
- The existing City of Kenora Fire and Emergency Services Fire Fleet Reserve Balance is $1,000,000, comprised of repurposed reserve balances.

Financial Impact:

Option #1 - that Council take no action, would mean that Council would not consider a Fire Fleet Capital Budget program for the City of Kenora Fire and Emergency Services. With Council approval, future replacement costs would come before Council annually requesting to be financed through net tax levy or debt.

		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Total
Annual Contribution to Reserves		0	0	0	0	0	0	0	0	0	0	0	0	0	0
Annual Costing		495,000	0	1,144,000	121,900	1,188,000	0	604,800	131,100	1,276,000	0	1,319,200	0	680,400	6,960,400
Annual Surplus / Deficit	1,000,000	505,000	505,000	-639,000	-760,900	-1,948,900	-1,948,900	-2,553,700	-2,684,800	-3,960,800	-3,960,800	-5,280,000	-5,280,000	-5,960,400	

Option #2 - that Council facilitate funding the Fire Fleet Capital Budget program by allocating funds to fully fund the project in 2024 to 2036, starting with $430,000 in 2024 and increasing the amount $10,000 annually to 2036.

		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Total
Annual Contribution to Reserves		430,000	440,000	450,000	460,000	470,000	480,000	490,000	500,000	510,000	520,000	530,000	540,000	550,000	6,370,000
Annual Costing		495,000	0	1,144,000	121,900	1,188,000	0	604,800	131,100	1,276,000	0	1,319,200	0	680,400	6,960,400
Annual Surplus / Deficit	1,000,000	935,000	1,375,000	681,000	1,019,100	301,100	781,100	666,300	1,035,200	269,200	789,200	0	540,000	409,600	

Option #3 - that Council facilitate funding the Fire Fleet Capital Budget program by allocating a 1.0% Dedicated Tax Levy in 2024 through to 2036, and review annually future year budget allocations. The deficits in 2028 and beyond would be brought forward to Council annually requesting to be financed through net tax levy or debt.

		2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	Total
Annual Contribution to Reserves		300,000	306,000	312,120	318,362	324,730	331,224	337,849	344,606	351,498	358,528	365,698	373,012	380,473	4,404,099
Annual Costing		495,000	0	1,144,000	121,900	1,188,000	0	604,800	131,100	1,276,000	0	1,319,200	0	680,400	6,960,400
Annual Surplus / Deficit	1,000,000	805,000	1,111,000	279,120	475,582	-387,688	-56,464	-323,415	-109,909	-1,034,411	-675,884	-1,629,385	-1,256,373	-1,556,301	

Risk Analysis:
There is a high risk associated with not adopting and funding this project. An appropriate fire department fleet is required to provide Council approved level of service to the community. Additionally, the uncertainty of the market conditions poses a further risk to rising prices and increasing costs of materials in the future.

Impact x Likelihood = Risk Level

Likelihood	Impact				
	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Extreme (5)
Almost Certain (5)	M	H	H	C	C
Likely (4)	L	M	H	C	C
Possible (3)	L	M	M	H	H
Unlikely (2)	L	L	M	M	H

Strategic Plan or Other Guiding Document:

By-law 148-2001 - A By-Law to Establish and Regulate the City of Kenora Fire and Emergency Services

Charting Our Course 2027 – Strategic Plan
- 3.2(B) Enhance emergency management, protective services and social services provided by City partners
- 4.4 Enhance City communications to the community on municipal services, developments, and affairs.

Fire Protection and Prevention Act, 1997

Fire Services Master Plan – 2023

Request for Budget Decision

Project:	**Coker Road Realignment**
Department:	**Engineering & Infrastructure Services**

Purpose:
To present Council with the option to realign Coker Road to the North, away from the flood zone near Rice Bay.

Decision:
Administration is seeking Council's direction about whether to proceed with the realignment of Coker Road on Crown Land, North of Rice Bay as outlined as option 2B in the Coker Road Geotechnical Assessment Report.

Financial Impact:
To implement Option 2B, Administration would engage a consultant to undertake the necessary requirements for the realignment which will include securing provincial approval(s) for acquisition of lands or use of lands, consultations with First Nations, environmental impacts, construction design, and project management.

Estimated costs for this project are $3.8M, with the potential to exceed $4M.

The Project would likely span four (4) years with completion in either 2027 or 2028 depending on the timelines to complete the above requirements.

Administration would add a new capital project into the ten-year capital budget with the following amounts:

Budget Year	**2024**	**2025**	**2026**	**2027**
Expenditure	$ 300,000.00	$300,000.00	$2,000,000.00	$1,200,000.00

The planning, assessment and consultation stages are expected to require up to two (2) years with the construction period expected to last two (2) construction seasons.

Background Information:
During the 2022 flooding event, the Coker Road became submerged and saturated with water. Following the recession of water, City Council directed Administration to perform a grade raise in June 2022. As the water levels continued to fluctuate, Coker Road experienced significant settlement in November 2022 resulting in its closure. After attempts by the City and local contractors to repair the road were unsuccessful, Stantec Engineering was engaged to provide a geotechnical assessment and offer construction solutions to permit the reopening of the road.

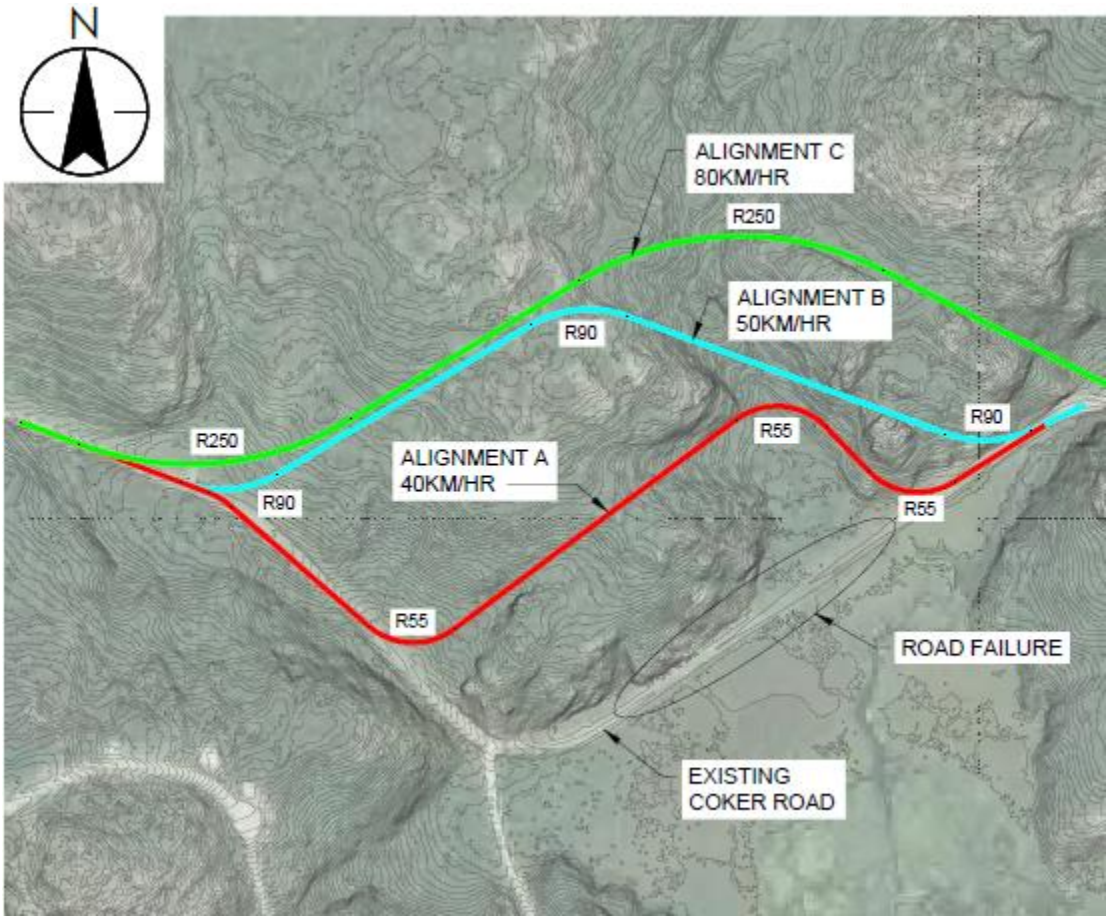
Administration presented the Coker Road Geotechnical Assessment Report to Council in July 2023 and was directed to proceed with the reopening of Coker Rd, as per Option 3 – Minimal Repairs with Monitoring. This option included:

- Regrading the road at its current elevation level;
- Levelling of balancing culverts;

- Periodic monitoring with instruments; and
- Periodic surveying and visual monitoring.

This option also means that temporary closures of the road can be anticipated during periods of high-water levels, or if signs of road movements/instability are observed. This option does not restore Coker Road to its pre-failure functionality, but rather provides a comparatively low-cost alternative to realignment or rebuilding.

Council also directed Administration to advance consideration of Option 2B – realignment at 50km/h design speed, to the capital budget process for further consideration.



The Coker Road was reopened on August 25, 2023. Since the reopening the City has completed semi-weekly inspections and has noted no significant change to the Coker Road's condition.

The long-term stability of the Coker Road in its current condition is unknown and highly variable as the engineering analysis performed by Stantec determined that the Coker Road's stability in its current state is strongly correlated to the Black Sturgeon Lake water levels. Water levels are, historically, lower in October and November and rise in April through May. Both the City and Stantec Engineering will continue monitoring the Coker Road on a regular basis to monitor its condition.

Should Council choose to maintain the existing road and not proceed with this realignment, staff will continue to monitor the existing road stability in accordance with Option 3.

Risk Analysis:
The risks associated with implementing the new alignment 2B option weigh the following considerations:

- Includes a mid-point construction cost estimate that maintains the existing travel speed of 50 km/hr and minimizes the length of road adjacent to the swamp. This option will provide road users with the most consistent service level.
- Requires an additional investment upwards of $4M.
- Potential future flooding and/or repair work may be required dependent on annual water fluctuations.
- Requires the City to work through the necessary approvals and allowances to construct on crown land.

Strategic Plan or Other Guiding Document:
Goal 1.1– Position Kenora for growth through proactive infrastructure planning.
Goal 1.2 – Ensure well maintained and financed City Infrastructure.
2020 Asset Management Plan

Request for Budget Decision

Project/Decision:	**North of the Bypass Rural Road Capital Upgrades**
Department:	**Engineering and Infrastructure Services**

Purpose:
To present Council with the option to implement Option 5 as outlined in the City's 2023 Rural Roads Study to support capital upgrades to the rural roads located north of the bypass.

Decision:
Administration is seeking Council's direction with the option to amend the 2024-2033 Capital Budget to add $540,500 annually, indexed for inflation, to support capital road upgrades for hard surface and gravel roads to improve the condition of these roads north of the bypass in accordance with Option 5 of the City's 2023 Rural Roads Study.

Financial Impact:
To implement the Rural Roads Study - Option 5 recommendations, the following changes to the capital budgets would be required:

Capital Budget Changes	Existing $	New $	2024 $ Increase	2025 $ Increase
Hard Surface Treatment	$ 299,475.00	$ 496,765.00	$ 197,290.00	$203,210.00
Loosetop Gravel Maintenance	$ 262,500.00	$ 605,710.00	$ 343,210.00	$353,505.00
Subtotal	**$ 561,975.00**	**$ 1,102,475.00**	**$ 540,500.00**	**$556,715.00**

*Please note that these amounts are expressed in 2024 dollars and will be indexed to inflation at a rate of 3% in each subsequent year.

Background:
From May 2022 until August 2022, the City of Kenora experienced significant flooding. During this time, parts of the City's road network north of the bypass were became unpassable, and several roadways experienced considerable damage. During this period, residents north of the bypass expressed concerns to both members of Council and City Administration regarding the state of the road infrastructure.

Following the floods, Council directed Administration to undertake a Rural Roads Study to obtain a third-party expert perspective on the state of all roads north of the bypass. The City hired Stantec Engineering to perform this work and the study was completed and received by Council in September 2023.

Stantec Engineering provided five distinct options for consideration. The Engineering & Infrastructure team assessed the five options presented in that report and are proceeding with the recommendation of Option 5 to Council. This option would introduce reconstruction of major roads that are a level 1 to new condition. All other roads in the study area that are a level 1 or 2 would be rehabilitated to a level 3.

To implement the Rural Roads Study - Option 5 recommendations, the following rural road capital works are required:

For Surface Treated Roads:
- Upgrade all level 1 condition roads to level 5 condition.
- Rehabilitate all level 2 condition roads to level 3 condition.
- Improvements to be made over a 10-year period.

For Class 5 Gravel Roads:
- Upgrade all level 1 condition roads to level 5 condition.
- Rehabilitate all level 2 condition roads to level 3 condition.
- Improvements to be made over a 10-year period.

For Class 6 Gravel Roads:
- Rehabilitate all level 1 and 2 condition roads to level 3 condition.
- Improvement to be made over a 10-year period.
- Priority sequencing based on Road Condition with year over year review.

Current Service Level:
The City's 2024 projected 3-season (spring, summer, fall) roads expenditure from both the Operating and Capital Budgets totals approximately $5.46M. Of that, $1.11M is allocated to the rural roads; this includes both operating and capital expenses.

Current Capital Budget:
- $299,475 in contractor applied surface treatment.
- $262,500 in contractor supplied graveling, ditching and culvert repairs

While this budget report is focused on capital upgrades for the rural roads north of the bypass, the following outlines the City's maintenance program for the purpose of clarity.

Surface treatment and graveling, ditching and culvert repairs are assessed in the early summer after spring thaw. The available budget is assigned to the prioritized areas of repair based on road surface, ditch, and culvert condition.

Regular grading of loose top roads is currently provided on a weekly cycle with two assigned graders. If equipment breaks down or operators are temporarily unavailable, that cycle may extend to, for example, two weeks with only one grader operating. Despite that continuous effort, potholes and surface defects like cracking and wash boarding still form at a faster rate. Loss of tire traction and excessive vibration, primarily due to vehicle travel speed on gravel surfaces, especially near corners, is the primary contributor to these recurring defects.

Roadside brushing is provided continuously for a period of three months each season. Annually, brushing is completed on approximately 20% of the road network. The entire network is brushed on a five-year cycle. However, vegetation regrows at a faster rate than this (one-three years in some areas), meaning that brushing is always falling behind the requirement.

Ditching is provided for a period of one month each season. Annually, ditching work completed on approximately 5% of the road network.

Dust suppression is provided once per season. The estimated coverage area is approximately two-thirds of the total road network.

Rural Roads Study Results:
At a special Council meeting held in July, Stantec presented the Rural Roads Study that was undertaken in 2022. The results noted in the report provided the City with an assessment of 117km (single lane distance) of rural roads conditions. The report also provided recommendations for maintenance frequencies, estimates of maintenance costs and five options for rehabilitation and maintenance improvements the City could implement.

Of the five options presented, the implementation of Option 5 provides attention to all the rural roads with poor and poor condition ratings, balanced with the estimated improvement cost. In this option, Class 5 roads with a condition rating of one would be reconstructed to "like-new" condition, while all roads with a condition rating of one and two would be rehabilitated to an average or good condition rating of three.

It is important to note that there will be an operating component of this Rural Roads Study that will come forward as part of the operating budget discussion which will address dust suppression levels, sweeping, ditching, and brushing.

Risk Analysis:
There is a minimal risk associated with this report. Although approximately 50% (81 of 163) of the road segments have been assigned a level one or level two condition rating, the roads can be traveled. This report provides the option to Council to bring the minimum rural road condition rating to an average or good condition rating of three with some Class 5 segments in the worst condition getting a full upgrade to "like-new" condition as those sections see some of the largest traffic volumes. The improvements are presented with a 10-year budget allocation, considering the effect on the tax levy.

Strategic Plan or Other Guiding Document:

Goal 1.1– Position Kenora for growth through proactive infrastructure planning.
Goal 1.2 – Ensure well maintained and sustainably finances City Infrastructure

Request for Budget Decision

Project/Decision:	**Keewatin Off-Leash Dog Park**
Department:	**Engineering and Infrastructure Services**

Purpose:
To present Council with the option to establish an off-leash dog park at Keewatin Central Park.

Decision:
Administration is seeking Council's direction with the option to add a capital project to the 2024 Capital Budget for the establishment of an off-leash dog park at Keewatin Central Park.

Financial Impact:
The estimated cost to establish an off-leash dog park at Keewatin Central Park is $125,000. Following Council's direction, staff would look for opportunities for sponsorship or funding through available programs to help reduce the overall cost to the City directly.

Background:
Council approved a notice of motion in April 2023 directing Administration to explore the options for an off-leash dog park in Keewatin. In July, Administration presented a report to Council with six potential locations within Keewatin. Of the six locations, staff determined the most suitable location was at Keewatin Central Park.

Risk Analysis:
There is a minimal risk associated with this report. The project creates an alternate open space utilization by reducing the current amount of passive and active recreational space. The addition of this project will have a direct impact on the net tax levy, although staff would seek to reduce the cost through sponsorship or available funding that would translate to savings at the end of the project.

Strategic Plan or Other Guiding Document:

Goal 2.1 – Promote new investment and development of City-owned and private lands in Kenora.
Goal 3.1 – Deliver coordinated four-season cultural and recreational infrastructure, programs, and events.

Request for Budget Decision

Project/Decision:	**Additional CCTV**
Department:	**Corporate Services**

Purpose:
To present Council with the option to install up to ten new CCTV: Closed Circuit Television Cameras (CCTV's) in the City in priority areas identified by the Kenora OPP.

Decision:
Administration is seeking Council's direction with the option to add a capital project to the 2024 Capital Budget for additional CCTVs in the City.

Financial Impact:
Each camera, wiring and hardware along with installation is $5,000. The OPP have identified their priority locations below, and should Council choose to support additional cameras, they may decide the level of support for the number of cameras based on $5,000 each. There are ten priority one cameras and five priority two cameras.

Premier Doug Ford has been offering grants to municipalities since 2020 for additional investment in CCTV. Kenora received a $50,000 investment (matched by the municipality's $50,000) under this funding program through the Kenora Police Services Board in 2021. The Premier often citing investment will give police more tools to fight crime. Should a CCTV funding opportunity open for the 2024/2025 fiscal year, the City would apply for this grant which would offset the level of support Council provides. This funding is typically a 50/50 cost sharing grant.

Background:
The original video surveillance camera in the downtown core was installed in 2009 at the Pavillion. The next camera installed that same year were on the light pole at the Harbourfront Docks, in the third-floor window at City Hall and at the intersection of 2nd St and Main St. The purpose of those cameras at the time was crime prevention and health and safety usage. The Rec Center had its own system installed by KMTS in 2007 for the same reasons and has been expanding since then. Other City facilities that use cameras include the Operations Centre, Kenora Library, Keewatin Arena, Transfer Station, and Jones Road Landfill site.

Location is an important factor in the effectiveness of CCTV. Strategically placing these cameras have been proven to reduce crime and increase the success of catching those who commit crimes.

History of our CCTV:
Up to fall of 2020, City staff with access to our video footage would receive requests from the OPP for DVD copies of video for certain times and dates. This would take a staff person numerous hours to cut these video requests and often the officer would be back for additional views and times from the original request.

In the fall of 2020, the OPP began accessing the network system directly. Occasional requests would come in from officers and after reviewing other incidents were identified where video evidence could be beneficial. Officers began to take notice of camera placement within the city and started requesting video footage more frequently. Along

with the City cameras, the KDSB and the KCDSB also began partnerships with the OPP and granted remote access to their buildings and/or grounds.

There are currently 230 existing City camera views already in place with thirty-two cameras. Views focus on the downtown sector and extend outward on Lakeview Drive and Hwy 17 East. Although there are some areas that have been identified as potential spots to fill in the gaps, some locations may need to be altered to accommodate site lines and mounting capacity.

Existing CCTV Locations

New Priority Areas Identified:

Priority	Location	Area covered
1	Matheson and McClellan	Looking in four directions
1	McClellan at Chipman	Looking in three directions
1	2nd & Hennepen Lane South side	Looking in four directions
1	Lakeview Roundabout	Looking in four directions
1	Under tent on Harbourfront	stage area
1	Park St at OK Tire	cover lane and Park St LCBO side hill sidewalk
1	Hwy 17 E at Transmitter Road	East and west on Highway/ Transmitter Road
1	8th Ave intersection	Four directions
1	Central Park area	Covering street and new city facilities
1	Veterans at 9th St N	Four directions
2	3rd St South at Cenotaph	Covering Cenotaph
2	Park St & 2nd St at Post office	looking four directions
2	Bernier Dr at 2nd St	covering south end of Bernier lots and Harbourfront
2	Park at 5th St	Four directions
2	8th Ave at 2nd St S through to Transmitter	Area through to McDonalds/hotels
Total	Ten priority one locations	Five priority two locations

Video Evidence Officers do not continuously monitor the CCTV 24/7. Officers access cameras and footage only when there is an active investigation, and there has been an area identified that video footage may offer evidence to assist in an investigation. Also, if the investigating officer has requested a VEO to review a specific area, date, and time of offense the video is accessed. Officers may also view it because of a call for service or there is a concern for the safety of the public due to a large gathering of people.

There has been an investment in CCTV in the City of Kenora of over $500,000 since 2007 and the continued investment has solved hundreds of crimes and assisted with active investigations and prosecutions.

Risk Analysis:
There is a low risk associated with this report. This project creates additional opportunities for police to have views in the community which will aid them in police investigations.

Strategic Plan or Other Guiding Document:

Goal 3.2 (B) - Enhance emergency management, protective services and social services provided by City partners.

Request for Budget Decision

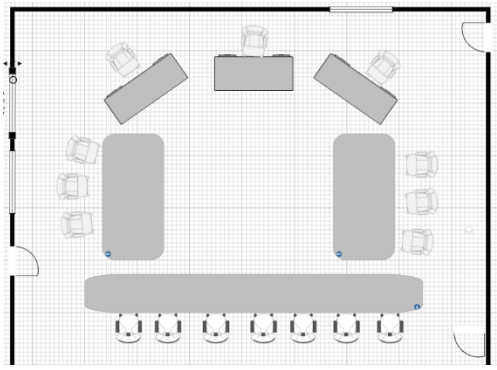
Project/Decision:	**Council Chambers Renewal**
Department:	**Corporate Services**

Purpose:
To present Council with the option to upgrade furniture, improve cameras, enhance audio options, and modernize artwork in Council Chambers

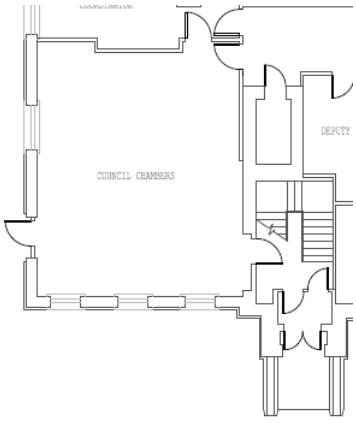
Decision:
Administration is seeking Council's direction for the option to add a capital project to the 2024 Capital Budget for the retrofit of Council Chambers including furniture, paint, photos, audio, and visual tools.

Financial Impact:
Option #1 - $20,000 + $12,800 = $32,800
Option #2 - $119,442.32
Option #3 – As determined by Council

Background:



Option #1 – Furniture Renewal
City Hall Council Chambers is a relatively small space that hosts all meetings of Council as well as various Committees, administrative meetings and holds our Provincial Offences court. To maximize the space, administration has looked at modernizing the furniture to increase space for Council, Administration, and the public. The Chambers is 23 feet x 30 feet (687 sq ft).



Furniture improvements include removing all existing individual historical desks and tables and replacing them with modern office style furniture. The final design can be established later, however, initial review outlined above is two full table style furniture pieces for the Councillors and either three separate tables for Mayor, Clerk and CAO or one full furniture piece like Councillors for this space.

Initial cost estimates based on the design above (without detailed design) is $20,000 without new chairs. New chairs would add an additional $800 per chair (total $7,200 for Council plus $5,600 for SLT). Once Council provides direction through the budget process, we would contract to have the space analyzed with design recommendation for optimization of the space.

Option #2 – Audio/Visual Tools Renewal

Further, the audio equipment requires upgrading. The cameras are ten years old and have limited capability for maximizing the views in the Chambers for public viewing. The audio is also quite outdated and is often hard to hear on livestream viewing. To modernize the room, upgrades are required to replace the cameras and install for maximized viewing, microphones, and audio technology to improve the livestream and recording quality for the public. This would include in-house amplification, which would assist with accessible needs for any public attending who may be hard of hearing. The chambers would see a two-channel amplifier for in-ceiling speakers, a two-way ceiling loudspeaker ideally suited for a wide variety of foreground and background sound reinforcement, two new smart tv's for public presentations and improved microphones.

Total cost estimate installed locally by Wolfe = $119,442.32

Option #3 – Painting / Artwork Renewal

There is an option to replace all existing artwork that exists in the Chambers and replace it with cultural artwork by local artists. This would include removing the current historical building drawings that exist and replacing them with purchased cultural artwork. Council could establish a budget for this work and the artwork purchased would be maximized with the budget established by Council.

Risk Analysis: There is a low risk associated with this report. This project creates a solution to the slanted historical desks in the chambers and reduces the size of the large board table that takes up a great deal of space in the Chambers. It modernizes the audio and visual access for the public to meetings providing improved quality of public participation. This project will have a direct impact on the Net Tax Levy, although staff would seek to reduce the cost through any funding opportunities that may be available that would translate to savings at the end of the project.

Strategic Plan or Other Guiding Document:

Goal 4.4 – Enhance City communications to the community on municipal services, developments, and affairs.