



City of Kenora Committee of the Whole Agenda

Tuesday, September 6, 2016

9:00 a.m.

City Hall Council Chambers

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 September 13, 2016 meeting:-

N/A

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 August 9, 2016 and be confirmed as written and filed.

D. Deputations/Presentations

- Rick Strain – Kenora Pickleball Club
- Debra LeMaistre – Kenora Rotary Club

E. Reports:

1. Corporate Services & Strategic Initiatives

Item Subject

Pages 3-20

1.1 Flag Protocol Policy

1.2 Healthy Meeting and Events Policy

1.3 July 2016 Financial Statements

1.4 Truth and Reconciliation Report and Calls to Action

2. Fire & Emergency Services

Item Subject

2.1 No Reports

3. Operations & Infrastructure

Item Subject

3.1 No Reports

4. Community & Development Services

Item Subject

Pages 21-28

4.1 Anicinabe Park Stage NOHFC Application

4.2 Community Capital Program Project Application

4.3 Free Venue Rental Policy

4.4 Rotary Splash Park – Memorandum of Understanding

Other:

Proclamations

- Childhood Cancer Awareness Month – September
- World Mental Health Day – October 10th

Next Meeting

- Tuesday, October 4, 2016

Motion - Adjourn to Closed Meeting:

That this meeting be now declared closed 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) **Solicitor Client Privilege (1 item)**
- ii) **Education & Training (1 item)**

Adjournment



August 28, 2016

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, City Clerk

Re: Flag Protocol Policy

Recommendation:

That Council approves a new Flag Protocol Policy #CC 6-4 to recognize flag raising ceremonies and half-mast protocols for City owned facilities; and further

That Council gives three readings to a by-law to amend the City Comprehensive Policy Manual for this purpose.

Background:

The purpose of this policy is to ensure that all flags at City Hall and other City operated municipal facilities are flown and displayed in a consistent manner and to provide direction to Administration on displaying flags on flag poles on City property. This policy will further establish a framework to govern requests for flag raisings received from the community.

The City received a request from a citizen on the protocols for decisions on when the flags at City Hall will be lowered to half-mast. I contacted Mark Belanger, who is a State Ceremonial & Protocol Officer at Canadian Heritage in Ottawa on policy protocol and provided direction on policy for consideration by Council. Mr. Belanger was very clear that each Council of a municipality has the sole discretion to lower their flags for reasons deemed necessary by the municipality. While a policy outlines the standard practices for flags at half-mast and community flag raising ceremonies, the policy also allows for the Mayor (or Deputy Mayor in his absence) to make exceptions to the policy.

When reviewing other policies from other municipalities, many larger municipalities identify automatic annual dates where their flags are lowered/raised at sunrise and sunset. These days include: April 28 – National Day of Mourning for Persons Killed or Injured in the Workplace (Worker's Mourning Day); August 9 – Peacekeepers Day; Second Sunday in September – Canadian Fallen Firefighters Annual Memorial; Last Sunday in September – National Police and Peace Officers Memorial Day; November 11 – Remembrance Day; December 6 – National Day of Remembrance and Action on Violence Against Women. These may be considered by Council to be added to the policy, however, our Roads Staff would not be requested to lower/raise the flags at sunrise and sunset or on weekends as it would result in overtime costs in the department for this purpose.

Further, while reviewing other municipal policies, I did not find any other municipalities that lower their flags for the passing of former City employees, but again, this is the sole discretion of Council on this policy. It has been excluded from the draft policy, but may be added should Council deem it their direction.

The rules for flying the National Flag of Canada are established by the Government of Canada, including acceptable ways for the National flag to be displayed, including half-masting protocols, disposal of flags, folding the flag and these protocols may be found at: www.canada.pch.gc.ca. While this policy does not get into details of the display of flags, this may also be added to the Policy under the direction of Council, which would be directly copied from the GC website.

Budget: None

Communication Plan/Notice By-law Requirements: Bylaw required for Policy addition

Strategic Plan or other Guiding Document:

Flag Protocol Policy



SECTION	DATE	Approved by By-law Number:	PAGE	OF
City Council	September 13, 2016	-2016	1	5
SUBSECTION	Supersedes By-law Number:		POLICY NO.	
			CC 6-4	

Purpose

The purpose of this policy is to ensure that all flags at City Hall and other City operated municipal facilities are flown and displayed in a consistent manner and to provide direction to Administration on displaying flags on flag poles on City property.

This policy will further establish a framework to govern requests for flag raisings received from the community.

Policy

The City of Kenora recognizes the symbolic importance of flags to groups of people, communities and nations, in bestowing honour and respect, or expressing a collective sense of grief and respect through lowering flags to half-mast. While the Council reserves the right to determine which flags will be displayed on City property, Council will strive to accommodate and provide opportunities for community groups to display their flags.

As a matter of practice, the City of Kenora has used special flag raisings to enhance public awareness of activities such as national/independence days, multicultural events, fundraising drives, and historical commemorations important to residents. The City of Kenora has also flown flags at half-mast to mark periods of official mourning or commemorate solemn occasions important to the residents.

Definitions

"Clerk" means the City Clerk appointed by Council of the City of Kenora, or in the absence of the Clerk, the Deputy Clerk appointed by Council of the City of Kenora.

Flag Protocol Policy

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“Flying a Flag at Half-mast” means the action of flying all flags, forming a single display of flags, at a position that is equal distance from the top and bottom of a flagpole, to mark periods of mourning or to commemorate solemn occasions.

“City Flag” means the flag adopted by Council of the City of Kenora as a symbol of the municipality.

“National Flag of Canada” means the flag approved by the Parliament of Canada as a national symbol of Canada.

“Provincial Flag of Ontario” means the flag approved by the Legislative Assembly of Ontario as a provincial symbol of Ontario.

Flags to be Flown

It shall be the policy of the City of Kenora that no flag, other than the National Flag of Canada, Provincial Flag of Ontario or City flag, will be flown from a municipal-owned flagpole. In addition to these three official flags, recognition will be given to community flag raising flags so far as it meets the community flag raising criteria.

Community Flag Raising Criteria

The criteria for approving or denying a request to have a community flag displayed will be:

- i. In honour of national or independence days important to the residents of Kenora
- ii. In support of fund-raising drives important to the residents of Kenora
- iii. To celebrate multi-cultural and civic events important to the residents of Kenora

Community flag raisings will not be approved to fly flags for:

- i. Political parties
- ii. Religious groups
- iii. In support of fund-raising drives that are political or religious in nature

Flag Protocol Policy

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- iv. In support of groups, organizations, or events that promote beliefs contrary to any other City policy

The City Clerk will be responsible for providing advice, as necessary, on the applicability of any of the above criteria to any application received for a community flag raising.

Application for a Community Flag Raising

All requests for use of the City Hall flagpole will be made in writing to the Clerk. Applications are to be submitted at least three (3) weeks prior to the day requested for the raising of the flag. The Clerk will review all applications to determine consistency with this policy and will advise the group of the status of their request.

General Rules for the Flag Raising Ceremony

The general rules for the use of the City Hall flagpole and community flag raising ceremony are as follows:

- i. Approvals and use of the City Hall flagpole will be granted on a first come-first served basis
- ii. Flags will be flown for a maximum of one (1) month
- iii. Maximum number of community flags to be flown at any one time will be two (2)
- iv. The Canadian flag and Ontario flag must be flown at all times. In the event that two community flags are deemed appropriate for the same time period, the City of Kenora flag will be removed to accommodate both community flags.
- v. In the event multiple community flag raising requests are received for the same time period, the first two applications received will be granted priority above additional requests.
- vi. Individuals, groups or associations requesting flag raisings are required to provide the flag to be raised and must pick up the flag once it is removed.
- vii. Individuals, groups or associations requesting flag raisings must contact any media that they wish to be present.
- viii. The City will make every effort to have the Mayor (or Deputy Mayor) along with a minimum of one (1) member of Council present for the flag raising ceremony, depending on availability of Council.

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The City will not fly the flag of a group or organization that are deemed inappropriate or offensive in nature or those supporting discrimination, prejudice, political or religious movements, violence or racism.

Flying Flags at Half-Mast

The half-masting of flags is an act of honour expressing a collective sense of sorrow shared by all citizens. It is in this context that the City of Kenora has developed the following guidelines that will determine the half-masting protocol and procedures to be adopted and implemented in a consistent and appropriate manner.

The City of Kenora will fly its flags at half-mast in the event of a death or to commemorate a solemn occasion. Flags will be flown at half-mast to mark the passing of any of the prominent public figures listed, for a period beginning when the City is notified of the individual's death until and including the date of the funeral or memorial service:

- i. The Sovereign;
- ii. A member of the Canadian Royal Family;
- iii. The Governor General of Canada, or a former Governor General;
- iv. The Prime Minister of Canada, or a former Prime Minister;
- v. The Leader of Her Majesty's Loyal Opposition, Parliament of Canada
- vi. The Lieutenant Governor of Ontario;
- vii. The Premier of Ontario;
- viii. The Leader of Her Majesty's Loyal Opposition, Legislative Assembly of Ontario
- ix. A local Member of Parliament, or a local Member of the Legislative Assembly of Ontario;
- x. The Mayor or former Mayor;
- xi. A member of Council or a former Member of Council;
- xii. A current employee of the City of Kenora;
- xiii. A resident of the City of Kenora, who is a member of the Canadian Armed Forces, killed while deployed on operations.
- xiv. Recognition of Persons from the City of Kenora whose duties can be described as "protective services", including but not limited to police, fire, ambulance while in the line of duty.
- xv. As directed by the Mayor

The City Clerk will be responsible for coordinating the lowering of flags at City facilities. Flags are lowered/raised during regular businesses hours Monday-Friday, excluding statutory holidays.

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The commemoration of other periods of official mourning and solemn occasions, in keeping with the General Principles of this Policy, may be approved by the Mayor. Council will be advised of the circumstances surrounding the other solemn occasion. In the event the Mayor is not available, the Deputy Mayor will have the delegated authority to decide on circumstances not identified within this policy.

The City of Kenora reserves the right to choose which flags may or may not be flown at City owned properties.



August 27, 2016

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, City Clerk

Re: Healthy Meetings and Events Policy

Recommendation:

That Council hereby approves the City of Kenora Healthy Meetings and Events Policy; and further

That Council gives three readings to a by-law to amend the City Policy Manual for this purpose.

Background:

At the May 10th Committee of a Whole meeting, the Northwestern Health Unit made a deputation to Council requesting the City of Kenora pass a resolution in support of healthy meetings and events.

Since 2012, the NWHU has had a healthy meeting and events policy and procedure and its purpose has been to create supportive environments for healthy eating and physical activity at Health Unit-led meetings and events. They promoted it to their partners at their "Do One Thing Conference" in Kenora, in 2014 and since then a number of workplaces have adopted or adapted it.

In 2016 the NWHU evaluated its policy to determine whether it has been implemented as intended. They did this through an audit of meeting minutes and an online survey. The audit showed that about half of over 600 meetings confirmed to the guidelines; the other half was undocumented, either not evaluated or not applicable. Over 100 (2/3) of their staff responded to the online survey with 95% aware of the healthy meeting and events policy; and 95% report following at team meetings.

The prescribed workplace healthy meeting and events policy goes beyond healthy food to include physical activity and being as environmentally friendly as possible. By making healthy choices the default or 'the easy choice', risk factors for numerous chronic diseases are reduced.

The NWHU would like Council to consider extending a policy to be added to special event applications where the applicant who is holding a special event on City property (ie: Whitecap, Kenora Recreation Centre, Discovery Centre, Museum) would provide their menu to the City and staff would review for healthy choices. This would be challenging for staff as well as a further burden on volunteers who are often hosting the events. Alternatively, we could work with the NWHU on a brochure that could be provided suggesting healthy choices to event organizer, but not attached to any policy which would leave staff needing to enforce the policy.

The NWHU also requested Council to consider the concession leases at the Kenora Recreation Centre and the Keewatin Memorial Arena have a policy considered, or an extension to this policy, which captures the types of food permitted to be sold at concessions in City facilities. If this option was considered, it would include concessions at our ball diamonds which is used by community groups to fundraise during sporting events.

The attached Healthy Meetings and Events Policy has been adapted from a template provided by the NWHU for your consideration.

Budget / Financial Implications: No direct budget impacts other than any increased cost to menu changes from current choices due to the policy change.

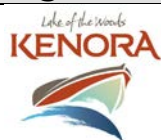
Communication Plan/Notice By-law Requirements:

Policy manual will be updated and documents circulated to Supervisors and other staff that may be involved in coordinating meetings. This includes staff resources that sit on various committees.

Strategic Plan:

3-11 - The City will commit to preventing occupational illness and injury in the workplace

Healthy Meetings and Events Policy



SECTION	DATE	Approved by By-law Number:	PAGE	OF
Council	September 13, 2016		1	2
SUBSECTION	Supersedes By-law Number:		POLICY NO.	
			CC-6-3	

Purpose

Heart disease, cancer and stroke are the leading causes of premature death in Canada. These conditions are commonly linked to what we eat and how active we are. This policy is designed to create a supportive environment of healthy eating and physical activity at any meeting or event led by the City of Kenora.

Scope

This policy applies to all situations where staff are organizing and/or planning for community events, meetings, workshops, or educational sessions for employees, management, volunteers, clients, guests and partners.

Definitions:

Healthy Choices: Refers to a variety of nutritious food and beverages that are consistent with the four food groups identified in the *Eating Well with Canada's Food Guide*, that are prepared with little or no added fat, salt, or sugar, and are free of industrially produced trans-fat.

Cultural Preferences: Refers to local cultural traditions or customs involving food or meal items.

Dietary Needs: Refers to food allergies, intolerances, or dietary restrictions, whether religious, cultural or medical.

Safe Food Handling Practices: Refers to all steps in the preparation of food including purchase, storage, serving, etc. that minimize the possibility of food borne illness.

Healthy Meetings and Events Policy

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Physical Activity: Any bodily movement produced by skeletal muscles that require energy expenditure.

Policy

The City of Kenora will facilitate healthy meetings and events designed to always take into consideration healthy eating, physical activity and environmental impact:

1. Healthy choices are provided when food and beverages are offered at meetings and events.
 - a. Include vegetables and fruit options
 - b. Ensure water is always available (tap water when possible)
 - c. Accommodate dietary needs and cultural preferences
2. Opportunities for physical activity are incorporated into all meetings and events lasting longer than one hour.
 - a. Encourage participants to stand and move as needed
 - b. Make physical activity breaks an agenda item
3. Safe food handling practices and environmentally friendly options are considered at all meetings and events.
 - a. Limit individual packaging
 - b. Use re-usable plates, cups, and utensils

Related Documents

The following related documents served as the basis for this policy:

[Northwestern Health Unit Healthy Meetings and Events](#)

[City of Hamilton Healthy Food and Beverage Policy](#)

[Eating Well With Canada's Food Guide \(Health Canada, 2007\)](#)



August 18, 2016

City Council Committee Report

To: Mayor and Council

Fr: Lauren D'Argis, Corporate Services Manager

Re: July 2016 Monthly Financial Statements

Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora July 31, 2016.

Background:

Attached for your information, please find the July 2016 summary expense and user fee statements for the City of Kenora and the Council department. At the end of July, the year is 7/12 complete, so not including any seasonality or timing, there should be 42% of the budget remaining.

Overall:

- Expenses at the end of July 2016 were slightly better than budget with 45% remaining to be spent.
- User fee revenues to the end of July 2016 are lagging to budget with 47% left to collect. They are, however, \$569k above this time last year. Also as a comparison, at this time last year, we also had 47% to collect.

Expenditures:

- **General Government** - The General Government expenses to date are slightly over budget.

Administrator's Office contracted services have over spent the annual budget. This is due to recruitment costs, spent in accordance with the City recruitment policy. These costs will be offset from the City's contingency reserve.

IT is on budget despite the purchase of a 3-year license for cameras when the budget only anticipated a 1-year license. The 3-year license was more economical in the long run. Also, there is an unanticipated surveillance camera at the request of the OPP.

Council travel is over budget with only 30% remaining for the year.

The Clerk's office has legal fees at three times the annual budget due to unforeseen legal issues and Freedom of Information requests.

Rental Building expenses are also over budget with only 26% remaining to be spent. Part of this will be corrected as \$6k was miscoded. The rest is being researched.

- **Protection** – The Protection Department expenses to date are on budget. Fire Department wages are slightly over budget due to an increase in fire calls and an increase in the use of overtime to cover Health & Safety meetings.
- **Transportation** – The Transportation Department expenses to date are under budget with 50% remaining to be spent.

Winter control expenses are over budget with only 34% remaining to be spent. For comparison, in 2015 at this time of year, we had 39% remaining to be spent.

Loosetop Road expenditures are over budget with only 22% of the budget remaining. The Roads Supervisor has indicated that this is due to seasonality of these expenditures and that the department will be in line with the budget by the end of the year.

Operations Administration expenses are over budget due to timing only. They should be in line with the budget by next month.

- **Environmental** – The Environmental Department expenditures are overall better than budget with 51% of the budget available to spend in 2016.

Sewer Lift Station expenses are over budget due to an emergency pump purchase for the 8th Ave S and Laurensen Creek station. This will be offset by a release from reserves at year end.

Storm Sewer expenditures are over budget with only 25% of the budget remaining. Research is continuing for this department.

- **Health expenditures** – Health expenditures appear under budget with only 46% remaining to be spent. This is due primarily to the timing of payments. At this point, there is no reason to believe that they will not be in line with the budget by the end of 2016.
- **Social and Family** – Social and Family expenditures appear to be over budget but this is due to the timing. By year-end, these expenditures will be on budget.
- **Recreation & Cultural** – Overall Recreation & Cultural expenses are slightly better than budget with 46% remaining to be spent.
- **Planning & Development** – Planning & Development expenses are slightly over budget with only 48% remaining to be spent.
A portion of the overage is in planning operations and is due to a retirement.

User Fees:

- Overall, user fees are below budget projections with 47% of the budget still to be collected.
- The following areas are lagging to budget: Protection, Environmental, Recreation & Culture and Planning & Development.
- Jones Road Landfill user fees are better than budget. 97% of the budget has already been collected. This increase is due to additional demolition material and the change in charging for hog fuel.

Strategic Plan or other Guiding Document:

Fiscal Responsibility: We manage the municipal finances in a responsible, prudent and transparent manner.

August 30, 2016

City Council Committee Report

To: Mayor and Council

Fr: Adam Smith, Special Projects and Research Officer

Re: Truth and Reconciliation Report and Calls to Action

Recommendation:

That Council hereby approves the development of a cultural sensitivity training program for staff and Council; and further

That Council hereby directs staff to proceed with a Reconciliation Framework to serve as a strategy to realize the TRC Calls to Action and strengthen relationships with First Nations and urban Aboriginal peoples.

Background:

The Truth and Reconciliation Commission of Canada was constituted and created following the Indian Residential Schools Settlement Agreement, which settled class actions from survivors of the residential school system. The Commission spent six years travelling to all parts of Canada to hear from the Aboriginal people who had been taken from their families as children, forcibly if necessary, and placed for much of their childhoods in residential schools.

The Commission heard from more than 6,000 witnesses, most of whom survived the experience of living in the schools as students. Their stories illustrated a school system that enabled rampant physical and sexual abuse as well tragic loss of life. This system was built upon a racist and paternalistic aboriginal policy that amounted to 'cultural genocide.' Residential schools were designed to eliminate the distinctiveness of Aboriginal people and assimilate them into the general population.

Approximately 150,000 First Nation, Metis, and Inuit students passed through the system with the destructive effects on the survivors being perpetuated through generations. The rates of alcoholism, drug abuse, domestic violence and unemployment that are all disproportionately higher in Aboriginal communities are a result of the systematic attempt to eliminate Aboriginal culture by the federal government and church institutions.

On June 11th, 2008 the federal government made an important first step in the reconciliation process by formally apologizing for the harms caused by the residential school system. The official apologies from the federal government and the churches sent an important message to all Canadians that Aboriginal peoples had suffered grievous harms at the hands of the state and church institutions in the schools, and that, as the

parties responsible for those harms, the state and the churches accepted their measure of responsibility. The apologies were a necessary first step in the process of reconciliation.

However, to the TRC, a just reconciliation requires more than simply talking about the need to heal the deep wounds of history. Words of apology alone are insufficient; concrete actions on both symbolic and material fronts are required. Reparations for historical injustices must include not only apology, financial redress, legal reform, and policy change, but also the rewriting of national history and public commemoration.

Calls to Action:

All levels of government and civil society are to varying degrees, responsible for implementation of the 94 Calls to Action the TRC has tabled to redress the legacy of the residential school system and advance the reconciliation process. Listed below are the recommendations that are of particular relevance to the City of Kenora and suggestions to support implementation.

Action:

#23: We call upon all levels of government to:

- i. Increase the number of Aboriginal professionals working in the health-care field.*
- ii. Ensure the retention of Aboriginal health-care providers in Aboriginal communities*
- iii. Provide cultural competency training for all health care professionals.*

Considerations:

While the City of Kenora may not be able to directly impact this call to action, it can certainly influence those that have the ability to do so. This includes through the City's involvement with the Kenora Health Care Working Group. Increasing the number of Aboriginal professionals working in the health-care field can be promoted through the Recruitment Committee.

Action:

#43: We call upon federal, provincial territorial and municipal governments to fully adopt and implement the United Nations Declaration on the Rights of Indigenous Peoples as the framework for reconciliation.

Considerations:

In May 2016, the federal government officially endorsed the UN Declaration on the Rights of Indigenous Peoples. Although the federal government intends to implement the articles through a mixture of policy and legislation, it has conceded that codifying the Declaration as Canadian law is 'unworkable.' Furthermore, there are concerns that the right of self-determination requires fundamental changes to governance in Canada and consulting with First Nations on all matters that affect them could lead to legislative gridlock. That being said, while its articles primarily pertain to the State and full implementation will take time, many of the principles and practices it enshrines are of relevance to municipal governments. They emphasize the building of relationships based upon dignity, inclusion

and respect. In many ways, the document simply reaffirms rights all Canadians are entitled to through the Constitution. Moving forward, Council may wish to consider drafting a resolution supporting the UN Declaration on the Rights of Indigenous People.

Action:

#47: We call upon federal, provincial, territorial and municipal governments to repudiate concepts used to justify European sovereignty over Indigenous peoples and lands, such as the Doctrine of Discovery and terra nullius, and to reform those laws, government policies, and litigation strategies that continue to rely on such concepts.

Considerations:

The Doctrine of Discovery and the related concept of terra nullius were the pretense to European colonization of North America and a refusal to recognize the sovereignty of Aboriginal peoples. These concepts underpin the requirement for Aboriginal peoples to prove their pre-existing occupation of the land in court cases or to have their land and resource rights extinguished in contemporary Treaty and land-claims processes. Any endorsement the City makes on the UN Declaration on the Rights of Indigenous Peoples would need to be accompanied by a repudiation of the Doctrine of Discovery and terra nullis as they conflict with Article 7 of the Declaration. Repudiation would not mean the invalidation of Treaty relationships but rather, validate the existence of Aboriginal peoples and their territoriality. The TRC views the Treaties as a model for how diverse peoples can live together respectfully and peacefully, they are important elements of the reconciliation process that must be held sacred.

Action:

#57: We call upon the federal, provincial, territorial, and municipal governments to provide education to public servants on the history of Aboriginal peoples, including the history and legacy of residential schools, the United Nations Declaration on the Rights and of Indigenous People, Treaties and Aboriginal rights, Indigenous law, and Aboriginal—Crown relations. This will require skills-based training in intercultural competency, conflict resolution, human rights and anti-racism.

Considerations:

The City of Kenora has had discussions to roll-out cultural competency training to all staff. Presently, the plan is to establish a comprehensive training plan geared towards Senior Managers and Council. Following this stage, Senior Management will work with the consultant to create customized plans for all City staff. In co-ordinating the training, the identified topics in the Call to Action will be addressed.

Action:

#67: We call upon the federal government to provide funding to the Canadian Museums Association to undertake, in collaboration with Aboriginal peoples, a national review of museum policies and best practices to determine the level of compliance with the United Nations Declaration on the Rights of Indigenous Peoples and to make recommendations

Considerations:

Despite not being specifically mentioned in the Calls to Action, local museums are cited in the TRC Report for having a role in creating opportunities for Canadians to examine the historical injustices suffered by Aboriginal peoples, engage in public dialogue about what has been done and what remains to be done to remedy this, and reflect on the spirit and intent of reconciliation. As per its Collections Management Policy, the Lake of the Woods Museum does offer programming geared towards First Nations as their mandate focuses on the arrival of First Nations to the end of World War II. In addition, it has created a travelling exhibit on the history of the residential school system called 'We Were Taught Differently.' Since 2008 this award-winning exhibit has been periodically on display at the Lake of the Woods Museum and across Northwestern Ontario. That being said, through the planned roll-out of cultural competency training, museum staff may be able to acquire new insights into portraying the history of residential schools as well as adapting a 'reconciliation lens' to their programming.

Action:

#75: We call upon the federal government to work with provincial, territorial, and municipal governments, churches, Aboriginal communities, former residential school students, and current landowners to develop and implement strategies and procedures for the ongoing identification, documentation, maintenance, commemoration, and protection of residential school cemeteries or other sites at which residential school children were buried. This is to include the provision of appropriate memorial ceremonies and commemorative markers to honour the deceased children.

Considerations:

The City of Kenora has supported a number of commemorative ceremonies and markers at residential school sites. In 2013, Treaty 3 erected a memorial to the victims and survivors of Cecilia Jeffrey Residential School which operated in Kenora from 1929 to 1976. Mayor Dave Canfield attended and spoke at the ceremony. Later that year, St. Mary's Residential School memorial was commemorated at the Lakeside Inn, the site itself is located near the Golden Eagle Casino's parking lot at the Wauzhushk Onigum (Rat Portage) First Nation.

Action:

#77: We call upon provincial, territorial, municipal and community archives to work collaboratively with the National Centre for Truth and Reconciliation to identify and collect copies of all records relevant to the history and legacy of the residential school system, and to provide these to the National Centre for Truth and Reconciliation.

Considerations

Within the boundaries of Kenora, there were two residential schools that operated over the course of the late 19th and 20th centuries. During this time, records of these schools have been likely archived by the respective municipal governments, newspaper and residents. The Lake of the Woods Museum may also contain relevant items within its collection. Whether it's through policy or administrative procedure, the City could make a

commitment to working with the National Centre for Truth and Reconciliation in identifying and providing these records.

Budget:

Preliminary discussions have been held on the structure and roll-out of cultural sensitivity training. Cost estimates are to follow.

Communication Plan/Notice By-law Requirements:

Training material to be reviewed by Senior Managers to determine relevant components for departments. Following training, a Reconciliation Framework will be developed and shared with Staff to guide future actions in achieving the Calls to Action and strengthening relations with Treaty 3 and the urban Aboriginal community.

Strategic Plan or other Guiding Document:

- #3-7 The City will continue to build and strengthen our working relations with our Treaty 3 First Nations Partners. Kenora is committed to ongoing outreach to our First Nations Partners and building relationships, including joint meetings to identify issues of common concern and to discuss pathways for closer collaboration
- #3-8 The City will review the Truth and Reconciliation Commission recommendations with the intent of identifying opportunities that will further strengthen relationships with our Treaty 3 Partners, including cultural sensitivity training



August 30, 2016

City Council Committee Report

To: City Council

Fr: Heather Gropp, Tourism Development Officer

Re: NOHFC Funding Application- Anicinabe Park Stage

Recommendation:

That Council hereby approves the City of Kenora as the applicant for a NOHFC grant in the amount of up to \$50,000 for the building and installation of the Anicinabe Park Stage.

Background:

The City of Kenora has been working with the Anicinabe Park Lease Holder, Scott Green, on the design and development of a community performance space at Anicinabe Park. A stage design has been developed by and stamped by Boreal Architecture. In addition to this, the City has made arrangements for power delivery to the site and other necessary infrastructure. This project comes with a considerable price tag, which is expected to be \$100,000. A number of community fundraising initiatives have taken place and have secured the deposit necessary to start construction. The City was approached by Scott Green, as the land owners, to assist with a NOHFC application for this project. Initial meetings with NOHFC staff have been favourable.

Budget:

Matching dollars will be obtained through the stage fundraising initiatives and previous Council commitments to this project. The previous Council commitment is outlined in the MOU signed between Council and Scott Green on October 20, 2015 (clause 3.1c). The City of Kenora agrees to provide a maximum of fifteen thousand dollars (\$15,000) to be allocated to the construction of the foundation of the stage and to in-house electrician/materials and supplies to electrify the stage.

Communication Plan/Notice By-law Requirements:

Josh Nelson- TDO, Scott Green, James T- Facilities, Andrew Glassco- Manager CD&S

Strategic Plan or other Guiding Document:

1-9 The City will promote Kenora as a 365 day lifestyle destination

1-10 The City will promote and leverage its recreation and leisure amenities as a means to support local economic activity, tourism and to strengthen community ties with our regional neighbours.

1-12 The City will support, promote, and expand the tourism industry. In recognition of the growing importance of tourism within the economy, Kenora will pursue the recruitment and facilitation of new events(s) which celebrates Kenora as a thriving year round destination.

2-4 The City will act as the catalyst for continuous improvements to the public realm.

2-10 The City will continue to explore opportunities to develop and improve our beaches parks and trails.



August 29, 2016

City Council Committee Report

To: Mayor and Council

**Fr: Adam Smith, Special Projects and Research Officer
James Tkachyk, Facilities Division Lead**

Re: Project Selection for Ontario150 Community Capital Program

Recommendation:

Whereas the Ontario150 Community Capital Program grant application period ends on September 14th; and

Whereas municipalities may apply for one project under the Community Capital Program;

Now Therefore let it be Resolved that Council directs staff to apply for funding under the Community Capital Program for the Garrow Park play structure project.

Background:

The Ontario150 Community Capital Program is a one-time grant program that will strengthen communities by supporting the repair, renovation or retrofitting of existing infrastructure that will:

- Extend the life and maximize use of existing community facilities;
- Increase access to community facilities and programs;
- Improve health and safety, accessibility, and environmental standards; or
- Improve the capacity of community organizations.

The City of Kenora is eligible to receive funding that can cover up to 50% of project costs to a maximum of \$500,000. The project must be completed between January 1, 2017 and March 31, 2018. Applicants must also identify one Ontario Trillium Fund (OTF) Priority Outcome and Grant Result that the project will fulfill.

With the Canada Summer Games being held at Garrow Park in 2017 and the existing play structure at its end-of-life, the Community Capital Program provides an opportunity to replace it with a safe and accessible 'play space' for families and contribute to the lasting legacy of the Games. This would be designed to ensure that children of all ages and abilities can have an inclusive play experience and support the long-term vision for the park.

As outlined in the OTF program requirements, the Garrow Park play structure project will achieve the following Priority Outcomes and Grant Results:

Active People

Priority Outcome- Higher quality programming and infrastructure to support physical activity

Grant Result- Infrastructure for unstructured and structured physical activities

Promising Young People

Priority Outcome- More children and youth have emotional and social strengths

Grant Result- Children and youth who are facing barriers develop strong emotional and social skills

Budget:

Should funding be approved for this project, the City will need to commit its portion of the project in the capital plan for 2017. The amount still needs clarification at this point.

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

Strategic Plan or other Guiding Document:

2016 Beaches, Parks and Trails Plan

Garrow Park (pg.11)

2015-2020 Strategic Plan

1 – 10 The City will promote and leverage its recreation and leisure amenities as a means to support local economic activity, tourism and to strengthen community ties with our regional neighbors

2 – 9 The City will support continuous improvements to recreation and leisure amenities, particularly those that support the quality of life.

2 – 10 The City will continue to explore opportunities to develop and improve our beaches, parks & trails



August 29, 2016

City Council Committee Report

To: City Council

Fr: Heather Gropp, Tourism Development Officer
Colleen Neil, Recreation Services Division Lead

Re: Free Venue Rental Policy

Recommendation:

That Council hereby approves a Free Venue Rental Policy for the City of Kenora.

Background:

Both the Tourism and Recreation Service division receive considerable requests on an annual basis for free or discounted rental of the Kenora Recreation Centre, City Parks, The Discovery Centre and The Whitecap Pavilion. All of these venues are currently subsidized under the tax rate as a municipal service or are operating at a user pay break even system. Therefore, the implementation of a "not-for-profit rate" or discount rate does not apply as these rates are already discounted. All of our rates are also non-competitive with private industry. In order to facilitate the processing of these requests and to present a consistent response to the public, we have developed the attached policy, to ensure uniformity across all rental venues in the City of Kenora. The policy states:

That the City of Kenora does not permit the rental of its venues free of charge, unless there is a direct, demonstrated, economic partnership between the City of Kenora and the applicant requesting the free rental; and /or there is direct involvement of the City of Kenora as part of the event organizing committee.

The policy would require the following process when a request for a free rental is received:

The staff responsible for the operation of the facility will be empowered to use reasonable discretion in the implementation of this policy. Should the applicant not be satisfied with the decision of the staff, the request can then be forwarded to the Manager of Community and Development Services for decision. Should the applicant remain unsatisfied with the decision they must make a deputation to City Council. All rentals deemed to be appropriate by City Council will have the rental fee transferred from the Council Budget to the appropriate operating revenue budget.

This policy will apply to the rental of all City of Kenora buildings and spaces with fees attached.

Budget:

N/A

Communication Plan/Notice By-law Requirements:

City of Kenora Communications Officer- General Public
Recreation Services Staff
Tourism and Special Events Staff

Strategic Plan or other Guiding Document:

3-3 The City will ensure that customer service excellence is understood and ingrained in the culture and fabric of our organization. The City will commit to a citizen-first approach to maintaining relations with the public. (This will be delivered to all Staff across the organization).

3-4 The City will embrace the importance of empowering Staff to make decisions that consistently demonstrate our commitment to making prompt, efficient and courteous customer service to our residents .

3-5 The City will foster inter-departmental, cross-organizational communication to avoid duplication.

Free Venue Rental Policy



SECTION	DATE Sep 1, 2016	Approved by By-law Number:	PAGE 1	OF 1
SUBSECTION	Supersedes By-law Number: N/A		POLICY NO.	

PURPOSE

That the City of Kenora does not permit the rental of its venues free of charge, unless there is a direct, demonstrated, economic partnership between the City of Kenora and the applicant requesting the free rental; and /or there is direct involvement of the City of Kenora as part of the event organizing committee. This policy applies to the rental of all City of Kenora buildings and spaces with fees attached.

The staff responsible for the operation of the facility will be empowered to use reasonable discretion in the implementation of this policy. Should the applicant not be satisfied with the decision of the staff, the request can then be forwarded to the Manager of Community and Development Services for decision. Should the applicant remain unsatisfied with the decision they must make a deputation to City Council. All rentals deemed to be appropriate by City Council will have the rental fee transferred from the Council Budget to the appropriate operating revenue budget.

EFFECTIVE DATE, if applicable

September 13, 2016



August 17, 2016

City Council Committee Report

To: Mayor & Council

Fr: Andrew Glassco, Manager Community and Development Services
Prepared by: Colleen Neil, Recreation Services Division Lead

**Re: Memorandum of Understanding (MOU) with the Kenora Rotary Club
for the proposed Splash Park**

Recommendation:

That Council hereby authorizes the Mayor and Clerk to enter into a Memorandum of Understanding (MOU) between the Corporation of the City of Kenora and The Rotary Club of Kenora, effective September 13, 2016 meeting of Council; and further

That three readings be given to a by-law for this purpose.

Background:

At Council's January 2015 meeting a recommendation was passed to have City of Kenora support the Rotary Club of Kenora's 100th Anniversary project, for 2019, for the location of an accessible Splash Park in the City of Kenora's Norman Park, and further that the City of Kenora accepts the asset once complete and maintains and operates it into the future for all citizens of Kenora and visitors.

For this purpose, a MOU has been written to formalize the understanding between Council and the Rotary Club of Kenora. Due to the fact that the Rotary Club of Kenora is responsible for all capital costs the authorizing of the MOU will enable the Club to pursue funding opportunities to support this project.

The MOU was presented to the Rotary Club's Board for their review on August 30, 2016.

Staff would like to highlight some key points for council to be aware of:

- The Kenora Rotary Club will be handing the asset over to the City to operate and maintain. 100% of the costs associated with the on-going operation and maintenance costs of the Splash Pad will be the sole responsibility of the City of Kenora. Based on the proposed rendering for the splash park, Staff are estimating that the operating costs will be approximately \$35,000 to \$50,000 annually.
- The Kenora Rotary Club will be responsible for 100% of all capital costs associated with the development and construction of the splash park and related servicing until the project is turned over the City.
- Staff have been made aware that the regulations governing splash parks are currently under review and have been advised that there may be changes to the regulations to ensure that safe operating policies are in place. Staff are anticipating that the new regulation will have a financial impact on direct operating costs.
- There are a number of operating systems that can be utilized for splash parks for water supply and treatment of safe water. The Division Lead for Sewer and Water Treatment has determined that a "flow through" system would be the best

application for this proposed splash park. This system would use treated city water and have it go directly into the city drainage system. Water will not be re-circulated and therefore will not have to be stored, retreated with a secondary treatment plant/source, and tested regularly. The preferred system will require less time for staff, less staff training and less specialized equipment to be purchased. The water costs will be charged at the current utility rate. This system, has been determined to be more effective for public safety.

Budget:

Operating costs will need to be included for the years that Splash Park is in operation. An operating season and hours will need to be determined when the time comes for the park to be open to the community ensuring that all regulations at that time are being met.

Communication Plan/Notice By-law Requirements:

Community and Development Services.
Kenora Rotary Club

Strategic Plan or other Guiding Document:

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 good state of repair to ensure certainty, security and long-term stability of our systems.

2-9 The City will support continuous improvements to recreation and leisure amenities, particularly those that support quality of life.

2-10 The City will continue to explore opportunities to develop and improve our beaches, parks & trails



P R O C L A M A T I O N

Childhood Cancer Awareness Month September 2016

Whereas there are about 4,000 children living with cancer in Ontario and each year about 400 new cases are diagnosed; and

Whereas the causes of cancer in children is largely unknown; and

Whereas 1 in 285 children are diagnosed with a malignant cancer before their 20th birthday; and

Whereas in Canada, childhood cancer remains responsible for more deaths, from one year through adolescence, than any other disease, killing one in four children affected by this disease; and

Whereas childhood cancer crosses all racial, ethnic, and social boundaries; and

Whereas an estimated one-third of a family's after tax income is spent on treatment related expenses due to lack of available treatment options for the inhabitants of Northern Ontario; and

Whereas dedicated organizations such as Northern Ontario Families of Children with Cancer and volunteers are working diligently to raise funds in order to improve the lives of Northern Ontario families during and after their journey through childhood cancer by providing essential programs and financial services, and by letting the families know they are not alone in their battle; and

Whereas the City of Kenora recognizes the devastating effects of childhood cancer on the residents of this City; and

Whereas this month in Kenora, we pay tribute to the healthcare professionals, researchers, private philanthropies and parent advocacy groups who collaborate to provide hope and help to patients and families affected by pediatric cancer while making vital contributions to the ongoing search for a cure;

Now Therefore, I, David S. Canfield, Mayor of the City of Kenora, do hereby proclaim September 2016 as **Childhood Cancer Awareness Month** in and for the City of Kenora and encourage residents to show their support of this cause by increasing awareness, speaking up about childhood cancer, wearing the colour gold and reaffirming our commitment to fighting childhood cancer.

Proclaimed at the City of Kenora this 6th day of September, 2016

Mayor David S. Canfield



PROCLAMATION

By Virtue of Authority

Vested in me

I hereby proclaim

October 10, 2016

As “World Mental Health Day”

in and for the City of Kenora and request its observance
as such by our citizens.

Proclaimed at the City of Kenora

this 6th day of September, 2016

David Canfield

His Worship Mayor David S. Canfield

