



City of Kenora
Committee of the Whole Agenda
Tuesday, May 9, 2017
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 May 16, 2017 meeting:-

- Council intends to formally adopt the 2017 Business Improvement Board Levy
- Council intends to amend its 2016 Capital Budget to commit funds from the Roads Reserve in the amount of \$62,936.46 to the Seventh Avenue Bridge design
- Council intends to formally adopt the 2017 Solid Waste Utility Budget
- Council intends to formally adopt the 2017 Water and Wastewater Utility Budget
- Council will establish parking lot rates for the First Avenue South long term parking for Coney Island residents
- Council will amend their summer meeting calendar to remove one summer month of meeting series
- Council will approve a re-allocation of \$30,000.00 to be funded through the contingency reserves for completing the Anicinabe BBQ pit improvements project
- Council intends to amend Schedule "D" to the General Tariff of Fees and Charges By-law to add \$20.00 per month fee for grinder pump service for low pressure system users

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 April 11, 2017 and the Special Committee of the Whole meeting held April 18, 2017 be confirmed as written and filed.

D. Deputations/Presentations

- Derrick Lamarche, OPSEU – Keeping Public Services Public
- Jazmin Romaniuk, Ekinamadiwin – Indigenous Reconciliation Street Naming Request

E. Reports:

1. Corporate Services & Strategic Initiatives

Item	Subject	Pages
1.1.	Climate Asset Management Network Grant Application	
1.2.	2016 Capital and Unusual Spending	
1.3.	BIZ Levy Request	
1.4.	Budget Amendment – 7 th Ave Bridge funding	
1.5.	2017 Budget Approval – Solid Waste	
1.6.	2017 Budget Approval – Water and Wastewater	
1.7.	Section 357 Tax Rebates	
1.8.	Kenora Rowing Club Community Foundation Application	
1.9.	Coney Island Resident Parking	
1.10.	Summer Council Meeting Schedule	

2. Fire & Emergency Services

Item	Subject	Pages
2.1	No Reports	

3. Operations & Infrastructure

Item	Subject	Pages
3.1	Grinder Pump Service Monthly Fee	
3.2	Municipal Road Works Tender Award	

4. Community & Development Services

Item	Subject	Pages
4.1	Budget Amendment - Anicinabe Park BBQ Pit Improvements	
4.2	Museum Design Services	
4.3	Recreation Centre 1 st Quarter Report	

Other:

12:00 p.m. Zoning Amendment Public Meeting D14-17-04 (Trojan Avenue)

12:30 p.m. Zoning Amendment Public Meeting D14-17-03 (105 Barkman Close)

Proclamations:

- Canada 150 Participation
- Lyme Disease Awareness Month – May 2017
- Senior’s Month – June 2017

Next Meeting

- Tuesday, June 13, 2016

Motion - Adjourn to Closed Meeting:

That this meeting now be adjourned to a closed session at _____ a.m.; and further

That pursuant to Section 239(1) 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) **Educating & Training Members of Council**

Adjournment.



DEPUTATION REQUEST FORM

To Appear before Kenora City Council or Committee of the Whole of Council

How to Make a Deputation:

- Determine date and time of Council or Committee meeting you wish to attend.
- Submit this completed and signed form to the City Clerk (deliver/mail/fax or e-mail)
 - at least seven (7) days in advance of any Committee meeting
 - before 10:00 a.m. on date of a Council meeting;
- State your name prior to speaking, and
- Provide a copy of materials used in your presentation, if any, to the City Clerk for the official record (either in advance or at the time of the deputation).



City Clerk's Contact Information:

By Mail: 1 Main Street South, Kenora, ON P9N 3X2

By fax: 807-467-2009

E-mail: hkasprick@kenora.ca

Name: (person making deputation)	Organization You Represent: (if applicable)
DERRICK LAMARCHE (please print)	OPSEU
Mailing Address: 1120 Valley Dr. Kenora	Telephone Number: 807-407-2122
Email Address: dlamarche.opseu@gmail.com	Postal Code: P9N 2W3
Other Persons Presenting with You on this topic? (on behalf of same organization)	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
If yes, Other Names: Mike Schram	
Topic – include brief statement of issue or purpose for Deputation:	
Please see Protocol Notes on Page 2	
Keeping Public Services Public (Anti-privatization) Not Private (we own it)	
I wish to appear before	<input checked="" type="checkbox"/> Council <input checked="" type="checkbox"/> Committee of the Whole <input type="checkbox"/> Other
On the Meeting date: May 9, 2017	
Please Note: Most meetings are video-taped and reported on by both the local newspaper and radio stations. Subsequently your deputation will form part of the public record in the minutes which are circulated widely and posted on the City's portal on the internet. By appearing before Council/Committee and signing this form, you hereby understand that information pertaining to you and your deputation will be publicized.	
Do you have material to leave with Council following your deputation? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please give to Clerk upon arrival to meeting)	
Signature Required: <u>[Signature]</u> (Must be signed by applicant to go forward)	

...2

Deputation Protocol

The purpose of the deputation process is to allow individuals or groups an opportunity to make their views known to Council. Council values and welcomes input, comments, and constructive suggestions. Since Council generally has to consider a large number of issues and concerns at any given time, the following Protocol is observed and we thank you for your interest in making a deputation and abiding by the rules:-

2.9 Cell phones/Blackberries/Smart Phones

All phones are required to be turned to vibrate during all Council and Committee meetings.

9.7 No Deputant shall:

1. Speak without first being recognized by the Head of Council or Chair
2. Speak disrespectfully of any person
3. Use offensive words or gestures, or make abusive comments,
4. Speak on any subject other than the subject stated on their Deputation Request Form
5. Disobey the Rules of Procedure or a decision of the Council or Committee

9.9 Expulsion

The Head of Council or Chair may cause to expel and exclude any member of the public who creates any disturbance or acts improperly during a meeting of Council or Committee. If necessary, the Clerk may be called upon to seek the appropriate assistance from police officers for this purpose.

9.14 Appearance - previous - limitation - new information

Any person appearing before Council who has previously appeared before Council on the same subject matter, shall be limited to providing only new information in their second and subsequent appearances.

✓ **Check below:**

I have never spoken on this issue before.

I have spoken on this issue before and the new information I wish to present is as follows:-

{Committee of the Whole/Property & Planning Meeting}

Committee of the Whole Meetings combined with the Property & Planning Committee immediately following, commence at 9:00 a.m., typically on the 2nd Tuesday of each month, unless otherwise advertised.

Committee Deputations are given approx. 15 minutes each at the beginning of the meeting, subject to the Chair's discretion.

Members of Committee may engage in dialogue with the person making a deputation as a matter of receiving and/or clarifying information.

Please present any material, letters or other relevant information concerning your deputation to Committee either at the time of your deputation or in advance of the meeting.

When a number of people are to appear representing one viewpoint or interest group, it is expected the group speak through a spokesperson, or submit written submissions.

{Council Meetings}

Regular Council meetings commence at 12:00 p.m., typically on the 3rd Tuesday of each month, unless otherwise advertised.

Deputations before Council are given approx. 5 minutes each at the beginning of the meeting, subject to the Mayor's discretion.

Council will not debate an issue, but will take the information under advisement.

Please present any material, letters or other relevant information concerning your deputation to Council either at the time of your deputation or in advance of the meeting.

When a number of people are to appear representing one viewpoint or interest group, it is expected the group speak through a spokesperson, or submit written submissions.



DEPUTATION REQUEST FORM



To Appear before Kenora City Council or Committee of the Whole of Council

How to Make a Deputation:

- Determine date and time of Council or Committee meeting you wish to attend.
- Submit this completed and signed form to the City Clerk (deliver/mail/fax or e-mail)
 - at least seven (7) days in advance of any Committee meeting
 - before 10:00 a.m. on date of a Council meeting;
- State your name prior to speaking, and
- Provide a copy of materials used in your presentation, if any, to the City Clerk for the official record (either in advance or at the time of the deputation).

City Clerk's Contact Information:

By Mail: 1 Main Street South, Kenora, ON P9N 3X2

By fax: 807-467-2009

E-mail: hkasprick@kenora.ca

Name: (person making deputation)	Organization You Represent: (if applicable)
<u>Jazmin Romanick</u> (please print)	<u>Ekinamadiwin Healing Centre</u>
Mailing Address: <u>PO Box 670 Keewatin</u>	Telephone Number: <u>807-464-1725</u>
Email Address: <u>jazminromanick@gmail.com</u>	Postal Code: <u>POX 1C0</u>
Other Persons Presenting with You on this topic? (on behalf of same organization)	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
If yes, Other Names: _____	
Topic – include brief statement of issue or purpose for Deputation: • Please see Protocol Notes on Page 2	
<u>Indigenous Reconciliation</u>	
I wish to appear before	<input type="checkbox"/> Council <input checked="" type="checkbox"/> Committee of the Whole <input type="checkbox"/> Other
On the Meeting date: <u>May 9, 2017</u>	
Please Note: Most meetings are video-taped and reported on by both the local newspaper and radio stations. Subsequently your deputation will form part of the public record in the minutes which are circulated widely and posted on the City's portal on the internet. By appearing before Council/Committee and signing this form, you hereby understand that information pertaining to you and your deputation will be publicized.	
Do you have material to leave with Council following your deputation? <input type="checkbox"/> Yes <input type="checkbox"/> No (If yes, please give to Clerk upon arrival to meeting)	
Signature Required:	<u>[Signature]</u> (Must be signed by applicant to go forward)

...2

Deputation Protocol

The purpose of the deputation process is to allow individuals or groups an opportunity to make their views known to Council. Council values and welcomes input, comments, and constructive suggestions. Since Council generally has to consider a large number of issues and concerns at any given time, the following Protocol is observed and we thank you for your interest in making a deputation and abiding by the rules:-

2.9 Cell phones/Blackberries/Smart Phones

All phones are required to be turned to vibrate during all Council and Committee meetings.

9.7 No Deputant shall:

1. Speak without first being recognized by the Head of Council or Chair
2. Speak disrespectfully of any person
3. Use offensive words or gestures, or make abusive comments,
4. Speak on any subject other than the subject stated on their Deputation Request Form
5. Disobey the Rules of Procedure or a decision of the Council or Committee

9.9 Expulsion

The Head of Council or Chair may cause to expel and exclude any member of the public who creates any disturbance or acts improperly during a meeting of Council or Committee. If necessary, the Clerk may be called upon to seek the appropriate assistance from police officers for this purpose.

9.14 Appearance - previous - limitation - new information

Any person appearing before Council who has previously appeared before Council on the same subject matter, shall be limited to providing only new information in their second and subsequent appearances.

Check below:

I have never spoken on this issue before.

I have spoken on this issue before and the new information I wish to present is as follows:-

{Committee of the Whole/Property & Planning Meeting}

Committee of the Whole Meetings combined with the Property & Planning Committee immediately following, commence at 9:00 a.m., typically on the 2nd Tuesday of each month, unless otherwise advertised.

Committee Deputations are given approx. 15 minutes each at the beginning of the meeting, subject to the Chair's discretion.

Members of Committee may engage in dialogue with the person making a deputation as a matter of receiving and/or clarifying information.

Please present any material, letters or other relevant information concerning your deputation to Committee either at the time of your deputation or in advance of the meeting.

When a number of people are to appear representing one viewpoint or interest group, it is expected the group speak through a spokesperson, or submit written submissions.

{Council Meetings}

Regular Council meetings commence at 12:00 p.m., typically on the 3rd Tuesday of each month, unless otherwise advertised.

Deputations before Council are given approx. 5 minutes each at the beginning of the meeting, subject to the Mayor's discretion.

Council will not debate an issue, but will take the information under advisement.

Please present any material, letters or other relevant information concerning your deputation to Council either at the time of your deputation or in advance of the meeting.

When a number of people are to appear representing one viewpoint or interest group, it is expected the group speak through a spokesperson, or submit written submissions.



May 1, 2017

City Council Committee Report

To: Mayor and Council

Fr: Adam Smith, Special Projects and Research Officer

Re: FCM Climate Asset Management Network Application

Recommendation:

Whereas Council has approved the 2016 Asset Management Plan (AMP) for the City of Kenora as prepared by Public Sector Digest (PSD); and

Whereas Council has directed administration to continue to improve the data underlying the plan and strategies with which to manage the City's infrastructure;

Now therefore be it resolved that Council directs staff to apply for funding under the Climate Asset Management Network to integrate climate risks and impacts into the 2016 Asset Management Plan;

Background:

In 2017, FCM announced the creation of a new \$75 million Municipalities for Climate Innovation Program with a number of different grants to be released throughout the year. This spring, the Climate Asset Management Network began accepting applications. The intent behind this program is to help Canadian municipalities better integrate climate change and sustainability goals into decision-making about infrastructure assets and services. FCM provides a combination of peer learning opportunities, training and grant funding in two phases.

In Phase 1, all participants will receive a grant to develop or refresh an asset management policy, strategy and governance framework. Furthermore, they will take part in training and learning opportunities with participants from 10 to 15 other municipalities from across Canada and become part of a network of municipalities sharing knowledge about innovative asset management practices.

Under Phase 2 (optional) participants would receive funding to strengthen specific aspects of asset management planning to better incorporate climate risks and environmental, social and economic sustainability considerations. Municipalities may choose a project that pertains to either level of service, risk assessment, or lifecycle management.

Following the 2016 AMP presentation by PSD to City Council, staff met with the consultants to discuss alignment with the City's Enterprise Risk Management Framework. As part of these discussions, there was mention of expanding the AMP's risk methodology to determine the vulnerability and resiliency of City infrastructure in light of climate change. This type of enhancement would serve as a value-add to the current scope of the AMP project but would be eligible under Phase 2 of the Climate and Asset Management Network program.

If the City is successful in receiving funding, PSD would proceed with modifying the AMP risk models as provided for all large infrastructure classes to include climate stress parameters and potential impacts. The following equation reflects the approach:

$$\text{Asset Risk from Climate Change} = \text{Probability of Failure (Exposure \& Vulnerability)} \\ \times \text{Consequence of Failure (Reliance \& Adaptability)}$$

Budget:

This value-add to the AMP is anticipated to cost between \$40,000 - 50,000. Should the grant application be successful, FCM will cover 80 percent of eligible expenses to a maximum of \$175,000.

Risk Analysis:

As per the City's ERM Policy, staff have identified a high Operational risk. Based on potential improvements to service delivery and infrastructure performance, enhancing the 2016 AMP with FCM funding support is an opportunity.

There is also a moderate Financial risk in proceeding with the AMP enhancement. By making the project conditional on 80% funding from FCM, staff have mitigated this risk.

Communication Plan/Notice By-law Requirements:

N/A

Strategic Plan or other Guiding Document:

City of Kenora's Official Plan (2015) Section 3.3 Air Quality and Climate Change:

The City may consider the preparation of a Climate Change Mitigation and Adaptation Plan that outlines:

- i) Mitigation strategies to reduce the City's contribution to climate change; and
- ii) Adaptation strategies to assist the City in coping with the effects of climate change on its communities

Strategic Plan:

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

2-11 The City will consider the impacts of climate change in both rehabilitating existing and designing future infrastructure requirements, as well as work to mitigate the impacts of climate change in relation to City operations

2-12: The City will lead and promote environmental sustainability through conservation, smart building design and, where feasible, retro-fit practices for city-owned facilities



April 30, 2017

City Council Committee Report

To: Mayor and Council

Fr: Charlotte Edie, Treasurer

Re: 2016 Capital and Unusual Spending

Recommendation:

That Council hereby accepts the 2016 Capital and Unusual Spending report.

Background:

Attached for your information, please find the December 2016 summary expenses for Capital and Unusual spending by project. Actual outcomes are compared to the Capital and Unusual Spending budget for 2016. Budget amendments have also been recorded in the report. The funding of the budget overages have been explained in the report as well.

Budget:

There is no expected budget impact as a result of this report.

Risk Analysis:

The risk is positive in that the Capital and Unusual Spending budgets are being monitored and that overages are covered in a fiscally responsible manner.

Communication Plan/Notice By-Law Requirements:

For information only.

Strategic Plan or other Guiding Document:

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



28 April 2017

City Council Committee Report

To: Mayor and Council

Fr: Karen Brown, CAO

Re: BIZ Levy – 2017 Request

Recommendation:

That Council hereby approves the Harbourtown Centre Business Improvement Board budget request in the amount of \$39,079 for 2017; and further

That Council gives three readings to a bylaw to adopt the estimates for funds to be raised for 2017 on behalf of the Harbourtown Centre Business Improvement Board; and further

That in accordance with Notice Bylaw Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2017 Business Improvement Board Levy at its May 16th meeting.

Background:

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

In accordance with the By-Law, the Kenora BIZ must provide to the City their annual report, as audited by the City’s auditors, as well as a request for the current year levy. The BIZ has provided the City with a copy of their audited 2016 financial statements, a copy of which is attached to this report. The BIZ has also submitted their 2017 levy request for Council approval and to be included on the City’s 2017 final tax bills.

Historically, the annual BIZ levy has been roughly \$50,000. In early 2017, the City received minutes of settlement for the years 2013 through 2016 on the mall property. This resulted in a significant impact on the BIZ levy. There was a one-time adjustment for the years 2013 through 2016 totaling \$8,893.03. In addition, there was a corresponding reduction in the mall property assessment commencing in 2017, which further impacts the BIZ levy commencing in 2017 and moving forward on an annual basis. This reduction represents a combined reduction in assessed value of just over \$3.1 million between the shopping centre and commercial property classes.

The BIZ Executive determined that they would not increase their rates for 2017. In doing so, the BIZ is absorbing the entire retroactive adjustment, together with the annual impact in 2017. For 2017, this represents a BIZ levy request of \$39,079, a significant reduction from the historical levy amount. A copy of the BIZ 2017 Levy Request has also

been attached for Council's review. Moving forward, the BIZ have advised they will look at options in considering the roughly \$1,905 annual shortfall that has resulted for their levy as a direct impact of the reduction in assessment on the mall property.

Budget / Financial Implications:

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

Communication Plan/Notice By-law Requirements:

Notice of the approval of the BIZ levy will be given in accordance with Notice By-law #144-2007. A bylaw approving the 2017 BIZ Levy and rate is required.

Strategic Plan or other Guiding Document:

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

ERM Assessment:

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



April 10th, 2017

Karen Brown
 CAO
 City of Kenora

Dear Karen;

On behalf of the Harbourtown Biz I am writing you to request \$42,389 for our 2017 levy.
 Our Budget for 2017 is as follows:

2017 Levy

Contributions to various events including Winter Carnival & Canada Day	\$ 11,400
Advertising & Marketing	\$ 15,000
Banners	\$ 9,984
Accounting/Legal/Professional Fees	\$ 1,600
Treelighting	\$ 1,000
AGM	\$ 550
Black Friday - Scavenger Hunt	\$ 250
Office Supplies/Misc.	\$ 219
Website Maintenance	\$ 1,400
Spring Clean Up	\$ 600
Farmer Market Tables	\$ 1,200
Farmer Market Tables - Revenue	-\$ 814

Total 2017 Levy	\$ 42,389
-----------------	-----------

Previous Years' Funds

Flower Baskets Red & White for Canada's 150	\$ 24,000
Banners	\$ 3,000
Save for 2018 Project: Wayfinding/Banners	\$ 8,000

Total Proposed Budget for 2017	\$ 77,389
--------------------------------	-----------

If you have any questions or concerns please feel free to contact the undersigned. Sincerely,

Carla Devlin-Scott
 Harbourtown Biz - Treasurer



May 3, 2017

City Council Committee Report

To: Mayor and Council

Fr: Charlotte Edie, Treasurer

Re: Budget Amendment-Seventh Avenue Bridge Design

Recommendation:

That Council hereby approves a re-allocation of \$62,936.46 to be funded through the Roads Reserves for the design of improvements to the Seventh Avenue bridge; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2016 Capital Budget at its May 16, 2017 meeting to commit funds from the Roads Reserve in the amount of \$62,936.46 to the Seventh Avenue Bridge design; and further

That Council gives three readings to a by-law to amend the 2016 budget for this purpose.

Background:

In October 2016 the City applied for the Ontario Community Infrastructure Fund Top-Up program with the intent of using the funds to rehabilitate the Seventh Avenue bridge. Earlier this year the City was informed that the Top-Up funding was denied. As a result the project was put on hold. The design portion of the project was started in 2016 with a cost of \$62,936.46. An alternative option of using Federal Gas Tax funds was budgeted, however this is not a viable option as it is not clear when future funding will be available to complete the project and the Gas Tax funding requires the reporting of project outcomes.

Budget:

The design projects totaling \$62,936.46 will come out of the Roads Reserve instead of Federal Gas Tax funding.

Risk Analysis:

The risk assessment is low in that the request is for a reallocation of funds based on new information with respect to capital project funding.

Communication Plan/Notice By-law Requirements:

Notice required to be placed on Committee Agenda, Minutes and subsequent Council Agenda/Minutes.

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.



May 2, 2017

City Council Committee Report

To: Mayor and Council

Fr: Karen Brown, CAO

Re: 2017 Solid Waste Utility Budget

Recommendation:

That Council hereby approves the 2017 Solid Waste Utility Budget; and further

That Council hereby authorizes City administration to proceed with the implementation of all budget related decisions in accordance with those reflected within the Solid Waste Budgets; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2017 Solid Waste Utility Budget by bylaw at its May 16th Council Meeting; and further

That the appropriate bylaw be passed for this purpose.

Background:

The draft solid waste operating budget and five year capital plan are being reviewed at a special budget meeting being held on May 8, 2017. The budgets will be updated to reflect any Council direction for changes. The updated budgets will be brought forward to the May 16th Council meeting for formal Council approval.

It should be recognized that the draft budgets are based on maintaining existing service levels and reflect the existing approved rate structure. The projected operations included in the draft budgets currently project a gradual erosion of the City's solid waste reserves. Following budget approval, a review of the City's tipping fee structure is recommended in order to ensure that the City is putting aside sufficient funds to address future landfill replacement costs in addition to the ongoing operating and capital requirements of these operations.

Communication Plan/Notice By-law Requirements:

The City needs to provide notice in accordance with Notice By-law Number 144-2007 that the City intends to adopt its 2017 water & sewer utility budget.

Strategic Plan or other Guiding Document:

Our Mission: To deliver quality, cost-effective municipal services.

Core Value: Fiscal Responsibility

Strengthen our Foundation:

- Ensure municipal infrastructure is managed and maintained with available resources
- Work towards addressing the infrastructure deficit

ERM Assessment:

In theory, a critical risk to the City, however this is a positive risk and should be pursued. Enables the City to move forward with service provision and roughly \$.7 million in capital spending on solid waste projects in 2017.



May 2, 2017

City Council Committee Report

To: Mayor and Council

Fr: Karen Brown, CAO

Re: 2017 Water & Wastewater Utility Budget

Recommendation:

That Council hereby approves the 2017 Water and Wastewater Utility Budget; and further

That Council hereby authorizes City administration to proceed with the implementation of all budget related decisions in accordance with those reflected within the Water & Wastewater Budgets; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2017 Water and Wastewater Utility Budget by bylaw at its May 16th Council Meeting; and further

That the appropriate bylaw be passed for this purpose.

Background:

The draft water & wastewater operating budget and five year capital plan are being reviewed at a special budget meeting being held on May 8, 2017. The budgets will be updated to reflect any Council direction for changes. The updated budgets will be brought forward to the May 16th Council meeting for formal Council approval.

It should be recognized that the draft budgets are based on maintaining existing service levels and reflect the existing approved rate structure. In addition, the operating projections have incorporated the recommended increases to the water wastewater rates commencing in 2018 as recommended within the BMA long range financial plan. Finally, the staffing recommendations from the 2017 operating budget reflects the staffing recommendations from the BMA Organizational Review not yet implemented.

Communication Plan/Notice By-law Requirements:

The City needs to provide notice in accordance with Notice By-law Number 144-2007 that the City intends to adopt its 2017 water & sewer utility budget.

Strategic Plan or other Guiding Document:

Our Mission: To deliver quality, cost-effective municipal services.

Core Value: Fiscal Responsibility

Strengthen our Foundation:

- Ensure municipal infrastructure is managed and maintained with available resources
- Work towards addressing the infrastructure deficit

ERM Assessment:

In theory, a critical risk to the City, however this is a positive risk and should be pursued. Enables the City to move forward with service provision and roughly \$3.2 million in capital spending on water & wastewater projects in 2017.



Apr 28, 2017

City Council Committee Report

To: Mayor and Council

Fr: Michelle Saunders, Tax Collector

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

Recommendation:

That Council hereby approves Section 357 tax adjustments with potential refunds totaling \$15,493.46.

Background:

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

Budget/Finance Implications:

The municipal share of the tax reduction relating to the Section 357 adjustment is \$11,991.38.

Communication Plan/Notice By-law Requirements:

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

Strategic Plan or other Guiding Document:

Legislative requirement.



May 2, 2017

City Council Committee Report

To: Mayor and Council

Fr: Charlotte Edie, Treasurer

Re: Kenora Rowing Club Application to Community Foundation

Recommendation:

That the Council of the City of Kenora pass a resolution supporting Kenora Rowing Club's request to name the City of Kenora as a sponsor in their application for funds through the Kenora & Lake of the Woods Regional Community Foundation – Canada 150 Legacy Project for a legacy video of the Canada Summer Games as well as activities sponsored by the Lake of the Woods Museum and the Lake of the Woods Arts Community.

Background:

Under prevailing income tax legislation the Kenora & Lake of the Woods Regional Community Foundation (aka Community Foundation) is restricted to providing grants to organizations that have charitable status. As a result, the Kenora Rowing Club must have a sponsor to apply for grants through the Community Foundation since they do not have charitable status.

The video will promote Kenora as an active community with a rich heritage and committed volunteers. It will feature the Summer Games rowing activity, the rowing exhibit at the Lake of the Wood Museum as well as some footage of the Dip, Dip and Swing event. The Kenora Rowing Club would like to provide full access to the video for promotional purposes to the City of Kenora.

The application is for \$5,000.

Budget: There is no expected budget impact as a result of this report.

Risk Analysis: The risk associated with this report is a positive risk and it is low. The funding obtained by the Rowing Club will be used to promote the City of Kenora.

Communication Plan/Notice By-law Requirements:

Kenora Rowing Club.



April 30, 2017

City Council Committee Report

To: Mayor and Council

Fr: Heather Lajeunesse, Deputy Clerk

Re: First Avenue South Parking Lot Rate – Coney Island Residents

Recommendation:

That Council establishes the parking lot fee for the First Avenue South long term parking lot for Coney Island residents; and further

That long term parking be established at \$50.00 plus HST; and further

That three readings be given to a bylaw to amend bylaw #66-2006 to reflect this new parking lot and rate.

Background:

At the Council meeting held January 17, 2017, a Zoning Bylaw amendment was passed to except the property located at 1 Seventh Street South from the Home Occupation provisions of the Zoning By-law, to accommodate professional office space not operated by an occupant, having a total floor area of 310 m² being 69% of the building, and accommodating 7 employees.

Prior to the passing of the amendment, parking concerns in the area were expressed by opposed members of Council and neighbouring residents, some of who attended the public zoning meeting to voice their concerns. While the application reassured that the parking lot for the office space was large enough to accommodate all employees and no additional vehicles would be parked on the street as a result, concerns were reiterated in that the particular area of Seventh Street South is continually congested with vehicles parked on the street which is a safety hazard for the residents and numerous children that live in the area. The problem becomes even worse during the summer months. Council requested at the meeting that the area be looked at in terms of enforcement on the parking issues.

Being that the end of Seventh Street South is a Coney Island close access point, with the public loading dock during the summer months and footbridge during winter months, several of the permanent residents of the island are known to park their vehicles on Seventh Street South for extended periods of time all year round to access their properties by boat and the footbridge. During the summer months seasonal residents and visitors are also accessing the island which causes more extended on street parking and congestion in the area. Enforcement officers can monitor the area to ensure vehicles are moving every 24 hours but are not always readily available to do so and have been somewhat lenient in the past in that these residents have been permitted to park here for many years with no issue to access their homes and cottages. Upon recently reviewing the matter it was realized that there is a parking area at the end of First Avenue South close to the MNR landing and in close proximity to the Seventh Street South public dock which had been previously used to accommodate long term parking for some of the Coney

Island residents. There are no current written agreements in place to use the area as it had been previously managed on behalf of the City by a gentleman who passed away some time ago. It is my understanding that there wasn't a fee charged to use the spaces but that in the past there was electricity provided to the stalls and the gentleman managed the hydro bill and collected the cost from the residents. The parking area has not been maintained since and is in need of some restoration as the ground is somewhat uneven and parking guiderails are leaning or have fallen down. The creation of 6-7 parking stalls is anticipated and these spots will be first come first served in terms of rentals to island residents for long term parking, including overnight. Following the establishment of this parking area, Bylaw officers will be actively increasing the enforcement of parking time limits on both Seventh Street South and First Avenue South to help alleviate the ongoing congestion problem.

Budget: N/A

Risk Analysis: As per the requirements in the City's ERM Policy, there is low governance risk and this would be managed by routine procedures. The proposed updated bylaw may be subject to comments from its governing body (eg. management or Council), limited attention by media, with a limited impact on public confidence.

Communication Plan/Notice By-law Requirements: Resolution & bylaw required

Strategic Plan or other Guiding Document: 2-4 The City will act as the catalyst for continuous improvements to the public realm

Seventh St S





LOGAN

CAPE ISLAND
RESIDENT
PARKING ONLY

CONEY ISLAND
RESIDENT
PARKING ONLY





CONEY ISLAND
RESIDENT
PARKING ONLY



April 28, 2017

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, City Clerk

Re: Summer Council meetings

Recommendation:

That Council hereby authorize the deletion of the _____ Committee of the Whole meeting on Tuesday, _____, 2017 at 9:00 a.m. and the _____ Council meeting on Tuesday, _____, 2017 at 12:00 p.m. from the 2017 Council meeting calendar.

Background:

July and August are an extremely busy time for the City of Kenora with the August long weekend representing the peak of our summer resident/visitor season. Many of our members of Council are away on personal vacation or fulfilling Council responsibilities at various meetings and attendance at local events. Staff are also busy with the activities and responsibilities with less staff who take vacation during this peak season.

Many organizations, Councils in other municipalities and various Boards/Committees take a summer hiatus on meetings and exclude either July, August or both from their regular meeting schedule. The intent is to try a one month hiatus for the summer of 2017 by cancelling either the July or August meeting series. Of course, if an emergency situation arises or something that requires Council's immediate approval, a special meeting may be called.

The month and dates of the meetings has been left blank in the resolution. The resolution will be updated to reflect Council's direction for cancelling either the July or August meetings following the discussion at the May 2017 Committee of the Whole meeting.

Budget: There is no budget implication with this change

Risk Analysis: The risk is low to this report and is administrative in nature

Communication Plan/Notice By-law Requirements: Public notice would be provided along with the portal calendar updated to reflect the deletion of the meeting series in August.

Strategic Plan or other Guiding Document: administrative only



April 20, 2017

City Council Committee Report

To: Mayor and Council

Fr: Jeff Hawley, Operations & Infrastructure Manager

Re: Grinder Pumps

Recommendation:

That the City of Kenora will continue to assume maintenance and replacement responsibility of all grinder pumps connected to the wastewater system; and further

That the current true cost to provide the low pressure system is in excess of \$60.00 per household and therefore Council hereby approves a user fee rate change for the low pressure system users in the amount of \$20.00 per month; and further

That this amount be reviewed every two years and increased by not more than \$20.00 at each review until such time that the user fee reflects the true cost of maintaining the low pressure system; and further

That the \$20.00 charge be in addition to the water and wastewater rates paid by all Kenora residents as waste from the low pressure system must be conveyed through the remainder of the wastewater system to the Wastewater Treatment Plant; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to approve a rate increase of \$20.00 per month for low pressure system users at its May 16, 2017 Council Meeting; and further

That Council gives three readings to a bylaw to amend Schedule "D" to the General Tariff of Fees and Charges By-law to add the \$20.00 per month fee for grinder pump service; and further

That By-law Number 392017 be hereby repealed.

Background Information:

Many of the residents with grinder pumps have Agreements with the former Township of Jaffray and Melick (JM) regarding the need for JM to provide service to the grinder pumps and the low pressure system. When amalgamation took place the City of Kenora took on this responsibility. Legal Counsel has confirmed the Agreements are valid and must be honored. However, these Agreements also state clearly that the maintenance of the grinder pumps are to be borne by the low pressure system users. Therefore, while the City of Kenora must undertake the maintenance, the costs are to be applied equally to those on a low pressure system.

Until now, we have not charged a user fee for maintenance of the low pressure system, but instead simply billed customers at the same rate as all residents of Kenora. However, we know that the cost to provide the increased level of service to the low pressure system

requires two additional staff, a service truck and materials specific to this system. The cost of maintaining the low pressure system for these residents is approximately \$270,000.00 per year. Based on 350 users this would work out to a monthly charge of \$64.28. We are recommending that the user fee begin at \$20.00 per month. Further, that this amount be reviewed every two years and increased at each review by not more than \$20.00, until such time that the user fee matches the true annual maintenance cost.

As the water and sewer rate charged to residents currently covers the collection and treatment of the waste produced, and as the low pressure system waste must still be conveyed to the treatment plant and treated, the cost of maintaining the low pressure system should be in addition to the water and sewer rate charged to all residents.

It is recommended that Council approve a user fee rate charge for low pressure system users in the amount of \$20.00 per month. Further, that the user fee of \$20.00 per month be in addition to the water and sewer rates paid by all Kenora residents.

Budget: 2017 Operating Budget Expense

Risk Analysis: As per the requirements in the City's ERM Policy, there is moderate financial risk and senior management have been informed. The risk will be mitigated by an approved fee for service applied to homeowners of grinder pumps.

Communication Plan/Notice By-law Requirements:

By-law and Resolution required. Distribution: J. Hawley, B. Paudel

Strategic Plan or other Guiding Document:

Goal #2 Strengthen Our Foundations

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

2-1 - The City will keep in the forefront that there is a significant infrastructure deficit, and current and future Councils will need to continue to work towards allocating sufficient resources to be able to adequately address this issue.

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



May 4, 2017

City Council Committee Report

To: Mayor & Council

Fr: James Tkachyk, Parks and Facilities Division Lead

Re: Anicinabe BBQ Pit Improvements budget Re-allocation

Recommendation:

That Council hereby approves a re-allocation of \$30,000.00 to be funded through the contingency reserves for completing the Anicinabe BBQ Pit Improvements project that currently has a budget of \$37,000.00 but requires \$64,350.00 plus tax to complete as lowest bid price received; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2017 Capital Budget at its May 16th, 2016 meeting for this purpose; and further

That Council give three readings to a by-law to amend the 2017 capital budget for this purpose.

Background: The Anicinabe BBQ Pit project has been identified by council as a priority project. The lowest bid for the Anicinabe BBQ Pit Improvements project is \$64,350.00, creating a shortfall of \$27,350.00 to complete the project. The amendment request is being made for \$30,000.00 to fund taxes and any extra/unknown costs that may be associated with the project.

One additional bid received in the amount of \$74,674.00.

Work is scheduled to be completed over the summer months.

Budget: Contingency reserves of \$30,000.00 in 2017.

Risk Analyses: As per the requirements in the City's ERM Policy, there is a moderate governance (public confidence) and operational (infrastructure) risk and senior management have been informed. The risk will be mitigated by allocating additional contingency funds for the project.

Communication Plan/Notice By-law Requirements:

Notice required to be placed on Committee Agenda, Minutes and subsequent Council Agenda/Minutes.

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.

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

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

2.9 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 and trails.



May 2, 2017

City Council Committee Report

To: Mayor and Council

Fr: Lori Nelson, Museum Director

Re: Art Gallery Project

Recommendation:

That Council hereby approves that Nelson Architecture be retained for the completed design work for the Lake of the Woods Museum's art gallery project, as provided for in the original Request for Proposals for the Feasibility Study under "Follow-on Contracts".

Background:

In 2016 application by the Lake of the Woods Museum to the Ontario Trillium Foundation for a seed grant to assist with the funding of a Feasibility/Technical Study of an art gallery was approved. An RFP for this study was issued and proponents assessed by the Museum's Gallery Committee with staff member Lynn Halley. Six proposals were received and Nelson Architecture was awarded the job. The final report of the Feasibility Study was completed and presented in December 2016. Included as part of the report were conceptual drawings for the new art gallery and capital costing as related to those plans.

With Council's approval of the art gallery project at the February Council meeting, work is continuing and a decision regarding the final design work is required.

Included in the Feasibility Study RFP under Section 6.0 – General Terms and Conditions was a note on "Follow-on Contracts" which reads as follows:

"The Municipality reserves the right to award subsequent phases of the project to the successful proponent, and fees for any follow-on contracts shall be based on the same unit or per diem rates proposed under this RFP, unless negotiated and approved otherwise. The Municipality also reserves the right to request competitive proposals for subsequent phases of the project if deemed to be in the best interest of the City of Kenora."

At their regular monthly meeting, held April 27, the Museum Board passed the following motion: That the Museum Board recommends to City Council that the services of Nelson Architecture be retained for the completed design work for the Art Gallery project, as provided for in the original RFP under "Follow-on Contracts".

The Museum Board has a good working relationship with Nelson Architecture, likes the design that has been proposed, and understands that the fee paid for the Feasibility Study will be credited to the total project design costs. In addition, the Museum wishes to begin its capital campaign in late spring and will need to continue working with the design team to finalize drawings and costing. Continuing with the existing design firm will ensure that work that has already been completed will be built upon and that the Museum does not have to begin the process again which could delay matters for several months.

Budget:

Approximately \$2.2 million dollar capital costs to be raised by the Lake of the Woods Museum. Architectural fees will be paid for from the capital costs and the \$39,000 paid for the Feasibility Study will be credited to the total project design costs.

Risk Analysis: As per the requirements of the City's ERM Policy, staff have identified a potentially high financial risk to the City's capital budget, however, the Museum intends on avoiding this by funding the construction of the facility solely through external sources.

There is a potentially high risk to public trust and confidence due to the proponent being related to the Museum Director, however, the Museum has mitigated this risk by ensuring that the Museum Director has not been involved in the development of the RFP, the initial selection of the proponent, nor in the decision to retain the services of Nelson Architecture for the completion of the project.

Communication Plan/Notice By-law Requirements:

Rita Boutette, Chair of Museum Board

Strategic Plan or other Guiding Document:

City of Kenora Proposed Art Gallery/Centre Feasibility/Technical Study Request for Proposal.

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

Stategic Plan:

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 to support local economic activity, tourism and to strength community ties with our regional neighbours.

2.9 The City will support continuous improvements to recreation and leisure amenities particularly those that support quality of life.



April 27, 2017

City Council Committee Report

TO: Mayor & Council

FR: Casey Pyykka, Acting Recreation Services Division Lead

RE: Recreation Services First Quarter Report

Recommendation:

That Council accepts the 2017 First Quarter Report for the Recreation Services Department.

Background:

The Recreation Services Staff will provide regular quarterly reports to Council incorporating program usage that identify trends and value to the taxpayer.

This report provides statistics developed and tracked for the facilities.

Strategic Plan or other Guiding Document:

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

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 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 a new event(s) which celebrates Kenora as a thriving and dynamic year – round destination.

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

3 – 10 The City will ensure that employee learning & development opportunities are delivered to all levels of Staff in a prompt and timely manner that enables appropriate career planning and skills development.



KENORA
RECREATION
CENTRE
welcome to wellness

Recreation Services Department Quarterly Report

January – March 2017

Welcome to Wellness

CITY OF KENORA

Edge of the Woods

KENORA





KENORA RECREATION CENTRE

welcome to wellness

Recreation Services Department

Welcome to Wellness

This report has been generated based on the activities and data collected during the period of **January – March 2017**.

Participant Visits by Activity

ACTIVITY	January – March 2017	January – March 2016
Lane Swim	2165	2320
Tot Swim	1313	1830
WaterFit	955	863
GentleFit	349	554
Schools	4840	5219
Public Swims	7959	6176
Family Swims	1158	543
Rentals	663	663
Swim Lessons	1468	1045
Adult Lessons	33	18
Life Saving Society Programs	101	55
Special Olympics	105	67
Kenora Swimming Sharks	1343	1439
Other (Special Programming)	234	140
Hot Tub	6232	5098
Pool Totals	28,918	26,013
Walking Track	3426	4242
Open Ice	1398	1561
Fitness Centre	16,931	16,151
Group Fitness	2250	2113
Facility Total	52,923	50,080

Facility Rental Hours

Facility Booking in Hours	January – March 2017	January – March 2016
Thistle Rink	1266 Hours	1319.5 Hours
Keewatin Memorial Arena	883.5 Hours	943.75 Hours
Recreation Facility Rooms	902.75 Hours	770.83 Hours

* Please note: Time was allocated to maintenance for preparation for Hockey Day in Canada for Kenora and Keewatin

Membership and Package Sales

Membership Type	January – March 2017	January – March 2016
Annual	49	53
Post-Secondary	46	1
90 Day	194	198
10 Visit Passes	168	164
25 Visit Passes	356	384
Instructional Program 10 and 25 Visit Passes	37	43
Personal Training	12	19

Parking Revenue

Parking Duration	January – March 2017	January – March 2016
Seasonal (\$390)	0	0
Month (\$130)	0	0
Week (\$35)	0	0
Overnight (\$7)	0	0

Ball Diamond Rentals

Ball Diamond Bookings in Hours	January – March 2017	January – March 2016
Kenora Recreation Centre	0	0
Millennium Park (A&W)	0	0
Kenora Central Park	0	0
Portage Bay (Keewatin)	0	0
Co-Op Ball Diamonds (Jaffray Melick)	0	0
Total	0	0

Special Events

Bantam Tournament	LOTW Girls Hockey Tournament
Regional Test Day – Figure Skating	Push for Change Tournament OPP vs Highschool
Novice Tournament	PeeWee Tournament
Hockey Day in Canada	Atom Tournament
Ham n’ Egger	Ice Show
Winter Farmer’s Market	

Partnered Events

Little Rocks Family and Friends Bonspiel	TA School – Sweetheart Draw
Kenora Ladies Curling Bonspiel	Mushin’ for Mutts sponsorship
Kenora Emergency Services – Fishing Derby	Strengthening Families for Parents & Youth
Health Care Recruiter – Doctor Locum packages	

Programs / Activities

January Fitness Classes	24 group fitness classes
Christmas Break Day Camp	9 participants
Swim Registration: January 10 th	Bronze Star: 3 participants Red Cross Swim lessons Tues/Thurs: 43 participants Red Cross Swim lessons Sundays: 34 participants Swim & Play Lessons: 6 participants
P.A. Day Activities – January 27 th	\$3 Family Swim \$3 Public Swim
P.A. Day Awesome Adventures Day Camp	13 participants Partnered with Head Start in Business
February Fitness Classes	24 group fitness classes 2 – 4 – 1 Valentine’s Day Special
February 15 th – 18 th Hockey Day in Canada	February 16 th – Skate with the Stanley Cup KRC Winnipeg Hockey Clinic KMA Toronto Maple Leaf Hockey Clinic KMA TA vs BBSS KRC Alumni Game KRC February 17 th – Winnipeg Jets Hockey Clinic KRC Toronto Maple Leaf Hockey Clinic KRC February 18 th - Reinactment Thistle Game KRC Sledge Hockey KRC House league Game with Scotia Team KRC Midget AAA vs Interlake lightning KRC SIJHL Game / Coaches Corner KRC
Family Day – February 20	50+ Fitness, TaiChi, Body Sculpt, \$3 Parent & tot skate, \$3 Family Hockey, Lane Swim, WaterFit, GentleFit, Tot Pool, \$3 Family Swim Sponsored Public Free Skate and Swim
Swim Registration – February 22 nd	Swim & Play: 12 participants Red Cross Swim Lessons (Tues/Thurs): 52 participants Adult Lessons: 4 participants Junior Lifeguard Club: 3 participants
March Fitness Classes	23 group fitness classes
March 10 th	Catholic School Board Grade 6 Swim Meet
March Break	Adventure Day Camps (March 13 – 17) ~ 12 participants over the five day camp. Partnered with Head Start in Business Canada 150 - daily swims and skates
March Break Advanced Swim Program	Lifesaving Society National Lifeguard: 11 participants
Bounce Fitness Class	19 participants
COPD Program	Advanced Group: 7 participants Beginner Group: 4 participants
Free Sponsored Swims & Skates	February 20 (Family Day) – Royal LePage March 4 (Winter Carnival) – Triple P.L.A.Y March 14 (March Break) – Nee Chee Friendship Centre

Staff Training

January 10th – Audio Conference: Ontario Sport and Recreation Community Fund Information Session	Attended: Casey Pyykka
January 11 th – Webinar: How to use the best leadership style for every situation	Attended: Casey Pyykka & Aaron Eisler
January 16 th – Risk Analysis	Attended: Casey Pyykka & Aaron Eisler
January 28 th – 29 th Lifesaving Society Instructor Trainer Course	Attended: Crystal Stokes & Darby Spicer
February 7 th – Audio Conference: Under Pressure, Dealing with Stress, overload and burnout in the workplace	Attended: Casey Pyykka & Aaron Eisler
Water Safety Instructor Recertification	Attended: Beth Hendrickson
February 22 nd – Dealing with Difficult People	Attended: Casey Pyykka & Aaron Eisler
February	Staff Performance Appraisals.
March 2 nd – Lancaster House Webinar: Handling Medical Health Information	Attended: Casey Pyykka & Aaron Eisler
March 6 th – Cultural Sensitivity Training	Attended: Ashley McDonald, Meghan O’Hara, Darby Spicer, Meg Eisler, Beth Hendrickson
March 9 th – Management vs. Bullying: Where’s the dividing line?	Attended: Casey Pyykka & Aaron Eisler
March 13 th – 17 th – Lifesaving Society National Lifeguard	Attended: Cassandra Moncrief, Sarayah Garrow, Mica Wells, Brooklyn Snow, Erica Burgess, Olivia Friesen - Kroeker
March 17 th – Lifesaving Society National Lifeguard Recertification	Attended: Cameron Chambers
March 23 rd – Wellness Through Connection Workshop	Attended/Participated: Heidi Smith
March 30 th – Discipline or Accommodation Responding to alcohol and drug related misconduct	Attended: Casey Pyykka & Aaron Eisler

Aquatic Centre

The Aquatic Centre has shown an increase in the School Lesson program. During this quarter, 430 participants enrolled and partook in the Red Cross Swim Lessons. The Aquatic Centre also looks at innovative ways to offer new swim programs and fitness programs. This planning and implantation will be demonstrated in the next quarter.

The Aquatic Centre continues to build on staff and their qualifications. The Kenora Recreation Centre welcomed David Friesen, Sarayah Garrow and Jonah Grienke to the aquatic staff.

Fitness Centre

The Fitness Centre continues to look for new and innovative programs for our community. It hosted a Bounce Fitness class which reached out to 19 participants who tried a rebound boot that absorbs 80% on your joints. The Kenora Recreation Centre is focusing on fitness with promoting its programs and instructors through social media and radio.

Customers are enjoying their personal training programs and feedback has been well received to our Fitness Consultant. One customer said "Heidi Smith is a phenomenal instructor, she has changed my life". The COPD program is continuing with past participants and reaching out to new ones.

Strategic Plan

The Kenora Recreation Centre still strives in reaching goals towards the City of Kenora Strategic Plan. Below highlights our success at the strategic plans goals for this quarter:

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

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 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 a new event(s) which celebrates Kenora as a thriving and dynamic year – round destination.

The Kenora Recreation Centre partnered with the Strengthening Families for youth & parents program. The facility donated rooms to help facilitate their sessions with at risk families. Staff helped implement a day camp during their session for younger family members. The program was a success and helped promote amenities for families within our community.

The City hosted Scotiabank Hockey Day in Canada in February. The event was a success and displayed the City of Kenora as a top destination. With events happening in all areas of the City the Kenora Recreation Centre hosted games, hockey clinics and Coaches Corner. During these event the Kenora Recreation Centre hosted sledge hockey which displayed a new innovative way for people with all abilities to participate in our national sport.

The Kenora Recreation Centre has also sponsored events by donating prizes in our community. We are also acting in aiding the Health Care Recruiter in supplying informational packages and passes to the facility for locum doctors coming into our community.

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

With the event Hockey Day in Canada the maintenance team prepared both arenas by:

- Changing over rink Advertisement
- Building and maintaining arena at Harbourfront
- Cleaning all rink boards – contracted service
- Plowed all parking lots
- Built risers for sports desk
- After event was completed the team worked at putting everything back in place for regular programs.

During this quarter the maintenance team kept our facility in good condition and completed repairs such as:

- Repairing a major glycol line burst in the Kenora Recreation Centre
- Repairing the auto leveler in the lane pool
- Repaired lighting in Kenora Recreation Centre arena
- Removed glass and built platforms for the Figure Skating Regional Competition.
- Multiple repairs to the West Dressing room flooring
- Repaired system to two boilers
- Repairs to pumps to air handling units
- March quarterly waxing of floors
- March TSSA Waterslide inspection and certification

3 – 10 The City will ensure that employee learning & development opportunities are delivered to all levels of Staff in a prompt and timely manner that enables appropriate career planning and skills development.

The Kenora Aquatic Centre has offered advanced courses this quarter that had improved qualifications and to promote more programs. Two staff took a course to train staff to become advanced instructors in the Lifesaving Society Program. Also, 6 student staff participated in the National Lifeguarding course to become stand-alone lifeguards.



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

Participation in the Canada 150 Community Leaders Network and Canada 150 Celebrations

Whereas Canada 150 celebrations marking the 150th anniversary of Confederation are a historic moment for communities across the country; and

Whereas the Federation of Canadian Municipalities has partnered with Canadian Heritage to bring local voices to Canada 150 celebrations through the Canada 150 Community Leaders network; and

Whereas the Canada 150 Community Leaders network represents a valuable opportunity to promote the City of Kenora at the national level throughout 2017 and beyond; and

Whereas the City of Kenora has already nominated local residents to participate in the Canada 150 Community Leaders network to stay informed on Canada 150 events while bringing local voices and perspectives to Canada-wide celebrations;

Now Therefore, I, David S. Canfield, Mayor for the City of Kenora, do hereby proclaim that Council will endorse the participation in Canada 150 activities at the local level and provide the necessary collaboration to local participants of the Canada 150 Community Leaders network throughout 2017 in order to bring the City of Kenora's voice to nationwide celebrations.

Proclaimed at the City of Kenora this 9th day of May, 2017

Mayor David S. Canfield



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

Lyme Disease Awareness Month May 2017

Whereas Lyme disease is an infectious disease that is seriously under-reported across the nation; and

Whereas ticks, the host of Lyme disease, are carried by mice, rabbits, squirrels, deer, birds and other animals; and

Whereas traditional methods of removing embedded ticks are dangerous and can increase the risk of acquiring the infection; ticks can be so small and hard to detect that many people who contract Lyme disease do not recall being bitten; and

Whereas prompt treatment with adequate antibiotic therapy in early stage infection may cure Lyme disease, thereby preventing damage and complications of progressive Lyme disease; and

Whereas in some cases, untreated or inadequately treated Lyme disease can lead to death; lack of early recognition, diagnosis and treatment can result in permanent physical damage, therefore many Lyme patients are left disabled; and

Whereas the science surrounding Lyme and tick-borne diseases is unclear and emerging, and testing may be inaccurate; citizens and medical providers are encouraged to take all tick borne diseases seriously;

Now Therefore, I, David S. Canfield, Mayor for the City of Kenora, do hereby proclaim April 2017 as Lyme Disease Awareness Month in and for the City of Kenora in and for the City of Kenora and encourage our citizens to become better educated about this illness and how they can protect themselves from infection.

Proclaimed at the City of Kenora this 9th day of May, 2017

Mayor David S. Canfield



PROCLAMATION

By Virtue of Authority

Vested in me

I Hereby Proclaim

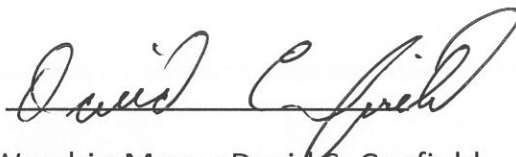
June 2017

As National Senior's Month

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

Proclaimed at the City of Kenora

this 9th day of May, 2017



His Worship Mayor David S. Canfield

