



City of Kenora Committee of the Whole Agenda

Tuesday, March 6, 2018

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 March 20, 2018 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 #1:

That the Minutes from the last regular Committee of the Whole Meeting held February 13, 2018 and a Special Committee of the Whole meeting held February 20, 2018 be confirmed as written and filed.

D. Deputations/Presentations

- Jessalyn Watt, Cloverbelt Local Food Coop
- Hannah Hulagrocki, Student Pool Staff

E. Reports:

1. Finance & Administration

Item	Subject	Pages
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1.1. 2018 Christmas Closures

1.2. Kenora Sports Hall of Fame Funding Application to LOWRCF Support

2. Fire & Emergency Services

Item	Subject	Pages
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2.1 No Reports

3. Operations & Infrastructure

Item Subject

Pages

3.1 2017 Kenora Drinking Water System Summary

4. Community & Development Services

Item Subject

Pages

4.1 243 Rabbit Lake Road Lease Extension

4.2 Investment Readiness Assessment Project Findings

4.3 Making Kenora Home Social Enterprise

4.4 Recreation 4th Quarter Report

Other:

Next Meeting

- Tuesday, April 10, 2018

Motion - Adjourn to Closed Meeting:

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

That pursuant to Section 239 of the Municipal Act, 2001, as amended, authorization is hereby given for Committee to move into a Closed Session to discuss items pertaining to the following: -

i) Disposition of Land (1 matter)

Adjournment.



February 5, 2018

City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, City Clerk

Re: 2018 Christmas Closures

Recommendation:

That Council authorizes the closure of City Hall and Operations Second Floor on December 24 and December 31, 2018 to reflect the dates falling on Mondays during the 2018 Christmas season; and further

That staff be required to have the appropriate vacation or lieu time to cover these closures.

Background:

This year, Christmas Eve and New Years Eve fall on a Monday. This means that for facilities that are Monday-Friday operation, staff would be required to come in for a half day on Monday after a weekend and the following day or two days are statutory holidays. Facilities close at 12 noon on these two half days.

In 2017, December 24th and 31st fell on Sundays and the only facility that was open for the half day on these two days was the Kenora Recreation Centre and Keewatin Arena. All other facilities, including the Transfer Station, were closed.

The Lake of the Woods Museum, Kenora & Keewatin Public Libraries are closed throughout the entire holiday season beginning on the Friday or Saturday prior to Christmas.

City Hall, Operations 2nd Floor and the Lake of the Woods Discovery Centre all open for the days in between Christmas and New Years.

This additional closure in 2018 would allow staff the opportunity to enjoy the holiday season with family and friends. The Christmas holiday hours would like like the following for City Hall and Operations Second Floor:

December 2018

Holiday Schedule

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
16	17	18	19	20	21 Open regular hours	22 CLOSED
23 CLOSED	24 CLOSED	25 CLOSED	26 CLOSED	27 Open Regular Hours	28 Open Regular Hours	29 CLOSED
30 CLOSED	31 CLOSED	January 1 CLOSED	January 2 Open Regular Hours			

Budget: These closures would have no impact on operating budgets.

Risk Analysis: There is minimal risk involved with closing the facilities for these half days.

Communication Plan/Notice By-law Requirements: Communication would begin in November advising customers of the closure of the facilities.

Strategic Plan or other Guiding Document: Administrative



February 20th, 2018

City Council Committee Report

To: Mayor and Council

Fr: Charlotte Edie, Treasurer

Re: Kenora Sports Hall of Fame Community Foundation Application

Recommendation:

That Council of the City of Kenora hereby supports the Kenora Sports Hall of Fame 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 for support of the building of the cabinets in the inaugural year.

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 Sports Hall of Fame must have a sponsor to apply for grants through the Community Foundation since the group does not have charitable status.

The City has provided sponsorship to many such organizations in the past.

The group has been actively pursuing fundraising opportunities and in-kind community contributions.

Budget:

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

Communication Plan/Notice By-law Requirements:

Risk Analysis: *Identify any perceived risk(s) to the recommendation and describe how the City will treat the risk (avoid, mitigate, transfer, accept)*

There is no risk involved with this request.

Strategic Plan or other Guiding Document:

1-9 The City will promote Kenora as a 365-day lifestyle destination.
2-4 - The City will act as the catalyst for continuous improvements to the public realm



February 24, 2018

City Council Committee Report

TO: Mayor and Council

**FR: Jeff Hawley, Operations & Infrastructure Manager
Biman Paudel, Water & Wastewater Division Lead**

RE: 2017 Kenora Drinking Water System Summary Report

Recommendation:

That the Council of the City of Kenora hereby receives the 2017 Kenora Drinking Water System Summary Report, for the period January 1st, 2017 to December 31st, 2017, as prepared by Biman Paudel, Water & Wastewater Division Lead.

Background:

In accordance with the Safe Drinking Water Act, 2002 – O. Reg. 170/03 under Schedule 22 it is the responsibility of the Water & Wastewater Division to provide a Summary Report of the water system to the Municipal Council no later than March 31st of each year after 2003. The Kenora Water Treatment Plant and Distribution System recorded two (2) Non-Compliance Issues, and one (1) Best Management Practice issue under the Safe Drinking Water Act from January 1st, 2017 to December 31st, 2017 as identified in the Ministry of the Environment and Climate Change 2017 Water System Inspection. The attached Report, submitted by Biman Paudel, details the duration of the issue and corrective action taken to bring the City of Kenora's drinking water system into compliance.

Non-Compliance Issues and Action(s) required:

1. The owner/operating authority was not in compliance with the requirement to prepare Form 3 and associated documents as required by their Drinking Water Works Permit during the inspection period.

A Form 3 for the new generator at the Norman Booster Station is currently being prepared and it is anticipated that it will be completed by the end of September. By October 13, 2017, a copy of the Form 3 must be emailed to the undersigned water inspector (aaron.causyn@ontario.ca).

To-date: The WTP is still waiting for the final report from the environmental company hired to provide reports on the following: air emission, dispersion modelling and acoustic assessment. MOECC will be updated on any progress made.

2. All microbiological water quality monitoring requirements for treated samples were not being met.

Effective immediately, the City of Kenora, must ensure that weekly samples are collected in accordance with O. Reg. 170/03, Schedule 6, subsection 6-1.1 (1).

To-date: The MOECC has been assured that weekly samples will always be collected as per the schedule of O. Reg. 170/03, Schedule 6, subsection 6-1.1 (1).

Best Management Practice Issues and Recommendations:

1. The following issues were also noted during the inspection:

- (A) On a few occasions during the inspection review period, the Omni Site cellular alarm dial-out system failed. The backup "land line" auto-dialer activated on each occasion; however, this caused operators to be delayed in responding by approximately 30 minutes.

The MOECC recommends that the City of Kenora explore reliable alternatives to the current alarm call-out system(s) at the Kenora WTP.

To-date: The Division continues to explore reliable alternatives.

- (B) Since January, 2017, operators have been collected three HAA samples from Sewer Lift #961, which is at the far end of the distribution system; however, it is believed that HAA's typically form at the beginning of the distribution system.

The MOECC recommends that HAA samples be collected from the beginning of the distribution system for at least four quarters, commencing in January, 2018.

To-date: This has already been included in the sampling protocol.

The City of Kenora has received an inspection rating of 99.11% for 2017. The rating for 2016 was 96.11%. The MOECC's "Application of Risk Methodology" included within the Report states: "It is important to be aware that an inspection rating that is less than 100 percent does not mean that the drinking water from the system is unsafe. It just shows the areas where a system's operation can improve."

Budget: N/A

Risk Analysis: As per the requirements in the City's ERM Policy, there is a moderate legal risk and senior management have been informed. The risk has been mitigated by the City maintaining an awareness and compliance with provincial reporting requirements under the Safe Drinking Water Act 2002.

Communication Plan/Notice By-law Requirements:

Resolution required. Distribution: J. Hawley, B. Paudel, MOECC local (Aaron Causyn)

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.

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



February 9, 2018

City Council Committee Report

TO: Mayor and Council

**FR: Matt Boscarol, Community & Development Services Manager
James Tkachyk, Parks and Facilities Division Lead**

**RE: Extension of Lease Agreement with William W. Creighton Youth
Services at 243 Rabbit Lake Road**

Recommendation:

That Council authorizes a five (5) year extension of lease agreement with William W. Creighton Youth Services at 243 Rabbit Lake Road; and further

That Council give three readings to a bylaw to authorize the extension of the lease agreement for 5 years commencing April 1, 2018 and ending March 31st, 2022 with William W. Creighton Youth Services for the lease fees outlined.

Background:

William W. Creighton Youth Services entered into a 5 year lease with the City of Kenora at 243 Rabbit Lake Road, Kenora on April 1st, 2008 with a 5 year extension in 2013.

The 5 year extension signed in 2013 will expire on March 31st 2018. An additional five (5) year extension for the identical provisions in the original lease has been agreed upon.

The Lease fee during the agreement shall be as follows;

\$28,663.20 + HST annually, (\$2,388.60 + HST monthly) for the 5 year (60 month) term.

Budget: The proposed fees are an increase of 7.5% from the 2017/18 lease amount.

Risk Analyses: As per the requirements in the City's ERM Policy, there is a low financial and Legal (Compliance) risk and senior management have been informed.

Communication Plan/Notice By-law Requirements: City Clerk, Accounts Receivables.

Strategic Plan or Other Guiding Document: N/A



February 26, 2018

City Council Committee Report

To: Mayor and Council

**Fr: Matt Boscariol, Manager of Community and Development Services
Megan Dokuchie, Economic Development Officer**

Re: Investment Readiness Assessment Project Findings and Next Steps

Recommendation:

That Council hereby accepts the final report for the Investment Readiness Assessment project.

Background:

The 2015 City of Kenora strategic plan identifies the streamlining of business development application and approval processes as a priority objective. In order to facilitate this initiative, best practices suggested that an Investment Readiness Assessment be undertaken.

In September 2017, the City of Kenora was successful in obtaining funding through the Northern Communities Investment Readiness program to undertake the project. McSweeney and Associates was engaged to deliver project activities which commenced in November 2017 through January 2018.

Project work included evaluation of a written exercise, evaluation of economic development marketing materials (including website), focused external stakeholder engagement, simulated site selection visit, facilitated session to map development approvals processes, informational session on investment readiness and economic development, assessment of Kenora's capacity to attract industry and a roadmap to improve investment readiness.

Project Findings:

The community scored well in the written proposal, community reception, and utilities areas. There were information gaps identified in labour force data and under available property information. The consultant assessed community appearance as excellent and noted that investment in public facilities was evident. Details of the evaluation are found in the final report as attached.

Next steps:

Based on the action plan provided as a component of project activities, an implementation strategy has been developed which highlights key projects, budget implications, required resources and timeframes. This implementation plan has been built into the 2018 workplan for economic development.

Budget: Project work was supposed by the Province of Ontario Northern Communities Investment Readiness program at 75 percent.

Risk Analysis: : Financial risk to implement action plan is insignificant at this time. Project budgets have been included in the Lake of the Woods Development Commission request and will be approved by Council. Funding opportunities for project work will be assessed on a case by case basis.

Communication Plan/Notice By-law Requirements: Progress updates will be provided as the implementation plan is underway and project work is completed.

Strategic Plan or other Guiding Document:

- 1-1 The City will provide clear and decisive leadership on all matters of economic growth in Kenora and the surrounding district;
- 1-2 The City will ensure Kenora is recognized as being "Open for Business" and facilitating development through streamlining application and approval processes, effectively eliminating any 'red tape.'

Investment Readiness Assessment – Implementation Plan

Key Projects	Description	Estimated Budget	In House vs. Outside	Implementation Timeframe
Community Profile	Needs to be completely redone. Must be factual and not marketing oriented – Follow Dauphin example	\$1500	In House + Outside (design)	Short
Create 'Quick Facts' Marketing Piece	Dryden, Sioux Lookout and Valley Ren as examples. Key facts – demographics, income, education ect.	\$800	In House + Outside (design)	Short
Update Economic Development Website	Use 'web assessment report' as a guide. Site selection tool is a must** (land inventory + decision on priv. sector needed ASAP). Professional business related photos (sector videos pair well)	\$350	In House + Outside (professional photos)	Short
Shovel Ready Industrial Land	A need for municipally owned shovel ready industrial land was identified	-	-	Long
Economic Development Strategy	Comprehensive economic development strategy – Tourism strategy set to expire in 2019	-	In House	Medium
Marketing Plan	Identify branding tools, target sectors and industries. Must be built on competitive advantages**	-	In house	Medium
Map Out Development Approvals Process	Potential for graphic designer to layout – use as a marketing piece	\$500	In House + Outside (design)	Short

Research Competitive Advantages	Hire consultant through NCIR fund to research Kenora's competitive advantages. Need to be able to compare tax rates ect. to other municipalities	\$10,000	Outside	Short
Undertake Labour Force Study	Need for current data on Kenora's/Kenora district available labour force	\$15,000 - \$20,000	Outside	Long
Upgrade Maps	Maps need to be upgraded to show key highway corridors and Kenora's position relative to nearby large market communities	-	In House	Short
Comprehensive Review of Site Plan Approval Policy	Need to streamline development approvals process – eliminate steps that go above and beyond legislative requirements	-	In House	Short

Implementation Timeframe:

Short = 1 year

Medium = 2-4 years

Long = 5 Years +



26/02/2018

City Council Committee Report

To: Mayor and Council

Fr: Matt Boscarior, Manager of Community and Development Services

Re: Making Kenora Home-Social Enterprise

Recommendation:

That Council of the City of Kenora hereby supports the initiative to develop a social enterprise in Kenora lead by the Making Kenora Home organization; and further

That the City recognizes the strategic alliance that supporting social enterprise will bring for the betterment of Kenora.

Background:

Jennifer McKibbon of Making Kenora Home updated Council on February 28, 2018 on the progress Making Kenora Home has made in 2017, and in the first month of 2018. Making Kenora Home is currently working on a social enterprise idea that seeks to lift people out of poverty. Ms. McKibbon spoke to Mayor Canfield about the concept late last year which was when it was just in the beginning phases.

A social enterprise is a revenue-generating concept and business whose surpluses are reinvested for its social mission; which, at its core, is potential profit so that the business is sustainable. It is an organization that applies commercial strategies to maximize improvements in financial, social, and environmental well-being – maximizing social impacts alongside profits for external stakeholders.

Making Kenora Home recently travelled to Winnipeg, MB, to meet with representatives from BUILD Winnipeg – a successful social enterprise located in a social enterprise cultivation center – and was presented at an in-depth level on how the operation functions. The BUILD model has been successful in Winnipeg for over 10 years, training well over 500 people who would otherwise be unable to get jobs in the construction industry. This particular model has been replicated elsewhere, including: Newfoundland, Toronto, Brandon, and most recently Saskatoon, and Canmore, Alberta. IN each case, the trainees are people who face barriers to employment such as a criminal record, no high school diploma, no driver's license, and sometimes mental health challenges or addictions.

Making Kenora Home is working to translate the model to a Kenora context. From that aspect, providing training to individuals who have significant barriers to employment became a core mission that Making Kenora Home is exploring. Kenora's market has a gap in quick and affordable renovation and construction services, so this concept is one that may fit in the overall objective quite nicely.

Budget: There are no budget considerations at this point for supporting Making Kenora Home.

Risk Analysis: *There is a low risk to the City.*

Communication Plan/Notice By-law Requirements: None

Strategic Plan or other Guiding Document:

3-12 The City will recognize the importance of leveraging partnerships and work together with our Community and Strategic Partners as appropriate and implement the various strategies as developed by those organizations for the improvement of our City and our Community.



February 28, 2018

City Council Committee Report

TO: Mayor & Council

FR: Casey Pyykka, Community Program Liaison

**RE: Recreation Services Department Revised Quarterly Report – 2017
Fourth Quarter**

Recommendation:

That Council accepts the Revised 2017 Fourth 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.

This report Facility Arena hours were revised as an oversight to calculations. The Community Program Liaison does not account for hours that do not generate revenue in the report. However when conducting the hours there is a selected hours in usage statistic from the program that was accounted for which resulted in facility arena hours not matching up to the budget. Please see attached documents for both 2017 and 2016, the hours under z_SYSTEM USE – DO NOT DEL, should not have been accounted for in the first report. All hours have been amended.

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.

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

2 -11 The City will lead and promote environmental sustainability through conservation, smart building design and, where feasible, retro-fit practices for city – owned facilities.

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.

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.

3 – 12 The City will leverage the power of peer – to – peer knowledge transfer through mentoring to ensure the continuity of institutional skills and know – how.



KENORA
RECREATION
CENTRE
welcome to wellness

Recreation Services Department Quarterly Report

October – December 2017

***Revised**

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 **October – December 2017**.

Participant Visits by Activity

ACTIVITY	October - December 2016	October - December 2017	YTD
Lane Swim	1882	1477	5968
Tot Swim	1151	951	3266
WaterFit	1343	1059	3694
GentleFit	478	357	1319
Schools	4770	4044	16,962
Public Swims	5366	4258	17,671
Family Swims	893	685	2146
Rentals	976	877	2811
Swim Lessons	1292	1136	4346
Adult Lessons	84	20	71
Lifesaving Society Programs	153	35	450
Special Olympics	94	95	288
Kenora Swimming Sharks	1409	1396	4094
Other (Special Programming)	207	189	761
Hot Tub	5317	3985	15,335
Pool Totals	25,415	20,564	79,182
Walking Track	2492	2832	9227
Open Ice	1556	1323	2905
Fitness Centre	14,427	14,188	61,368
Group Fitness	2134	2297	7757
Facility Total	46,024	41,204	160,439

* The Kenora Aquatic Centre was closed September 29th – October 11th due to safety concerns

Facility Rental Hours

Facility Booking in Hours	October - December 2016	October - December 2017	YTD
Thistle Rink	1138.5	1157.33	2628.58 hours
Keewatin Memorial Arena	899.75	845.75	2283.5 hours
Recreation Facility Rooms	2640.92	4276.67	6608.59 hours
Dry Pad – KRC/KMA	0	0	1024 hours

Membership and Package Sales

Membership Type	October - December 2016	October - December 2017	YTD
Annual	51	49	154
Post-Secondary	39	25	204
90 Day	178	170	659
10 Visit Passes	131	112	539
25 Visit Passes	338	347	1213
Instructional Program/Kids Fitness 10 and 25 Visit Passes	39	42	145
Personal Training	18	12	55

Parking Revenue

Parking Duration	October - December 2016	October - December 2017	YTD 2017
Seasonal (\$390)	0	0	9
Month (\$130)	0	0	3
Week (\$35)	7	3	210
Overnight (\$7)	31	30	1393

Ball Diamond Rentals

Ball Diamond Bookings in Hours	October - December 2016	October - December 2017	YTD 2017
Kenora Recreation Centre	0 hours	0 hours	982 hours
Millennium Park (A&W)	0 hours	0 hours	282 hours
Kenora Central Park	0 hours	0 hours	236 hours
Portage Bay (Keewatin)	0 hours	0 hours	324.5 hours
Co-Op Ball Diamonds (Jaffray Melick)	0 hours	0 hours	256.5 hours
Total	0 hours	0 hours	2081 hours

Special Events

Tennis Tournament	Skating Competition
LOW Girls Hockey Tournament	Canada 150 Free Skate – hosted by Skate Keewatin
PeeWee Hockey Tournament	Rotary New Year’s Eve Swim & Skate
Highschool Girls Hockey Tournament	Swimwear Express

Partnered Events

TA School – Young Travellers Club Sweetheart Draw Donation	Q104 & Tourism Kenora’s 6 th Annual Pumpkin Carving Contest
Lake of the Woods Fitness Seminar	

Programs / Activities

October Fitness Classes	26 group fitness classes
School Board Swim Lessons	442 enrolled
Fall Evening Swim Registration	Preschool – 22 Red Cross Swim Program – 14 Teen/Adult Lessons – 3 Junior Lifeguard Club - 4
Fall Weekend Swim Registration	Preschool – 22 Red Cross Swim Kids - 5
October 27 th – PD Day Activities	\$3 Family Swim \$3 Open Swim \$3 Public Skate
October 27 th – PD Day Awesome Adventures Day Camp	19 participants
Late Fall Swim Registration	Preschool – 17 Red Cross Swim Kids – 17 Swim & Play (12 – 24 months) - 4
BOGA 6 week sessions	Pilates – 4 enrolled Total Body – 11 enrolled
November Fitness Classes	26 group Fitness classes
November 27 th – PD Day Activities	Sports Day \$3 Family Swim \$3 Public Skate \$3 Open Swim & Games \$3 Youth TRX
November 27 th – PD Day Awesome Adventures Day Camp	10 participants
December Fitness Classes	25 group fitness classes
December Swim Registration	Rookie Patrol – 3 participants
Christmas Swim & Skate Schedule	\$3 Open Swim \$3 Family Swims \$3 Public Skates
Christmas Giveaway	Annual Memberships Purchased – 12 90 Day Membership Purchased – 40 90 Day Gift Membership Purchased – 2 25 Visits Purchased – 78 25 Gift Visits Purchased – 1 10 Visits Purchased – 30 Post-Secondary Student - 10
Rotary New Year's Eve Swim & Skate	335 participants

Staff Training

October 15 th – Fitness Seminar	Attended: Heidi Smith
October 23 rd – Quest 2 Training	Attended: Casey Pyykka & Crystal Stokes
October 24 th – 26 th – HIGH FIVE Trainer’s Clinic	Attended: Casey Pyykka & Crystal Stokes
October 27 th – Lifesaving Society Instructor Trainer Clinic with Perry Smith	Attended: Darby Spicer
October 30 th – Lifesaving Society Instructor Trainer Clinic with Perry Smith	Attended: Casey Pyykka
November – PRO Aquatics Conference & Lifesaving Society Instructor Trainer Clinic with Perry Smith	Attended: Crystal Stokes
November – Staff Training	Rink Attendant: Jaysen Lebel
November 9 th – Leadership Webinar: Managing Personality Dynamics	Attended: Aaron Eisler & Matthew Norburn
November 23 rd – Leadership Webinar: Leading a Multi-Generational Workforce	Attended: Casey Pyykka, Aaron Eisler & Matthew Norburn
December: Examiner Clinic for Pool Staff	Attended: Megan Eisler, Cameron Chambers, Adler Grienke
December 6 th – Teleconference: OSRCF Information Session	Attended: Casey Pyykka
December 7 th – Leadership Webinar: Performance Management – Getting it Done! – Own It & Be Accountable	Attended: Casey Pyykka, Aaron Eisler & Matthew Norburn
December 13 th – Supervisory Training	Attended: Aaron Eisler, Matthew Norburn & Casey Pyykka
November 29 th – Staff Training	Skate Patrol: Jackson Clark

Aquatic Centre

Upon reopening the aquatic center staff experience a multitude of slips and falls on the new pool surface. The Aquatic Centre was closed due to concerns and reviewed. Slip tests were performed on the new surface and new cleaning procedures. The pool surface was reviewed and preventative measures were taken. During the closure the pool staff taught school lessons at the Travelodge. The staff attempted to create little disruption to the swim programs.

Three pool staff have taken advanced training to examine participants taking Lifesaving Society Bronze Medallion and Cross courses. The Aquatic department continue to offer Red Cross and Lifesaving Programs to our residents and neighboring communities.

Fitness Centre

The Fitness Centre worked at bringing in a seminar which featured sessions for fitness leaders that included yoga flow, barbell training, incorporating the foam roller and compound vs super sets. The course was well attended and open to everyone in the community. The event also had fitness leaders from outside our community participating.

Our Fitness Consultant has been working with clients to help them achieve their personal training goals.

Strategic Plan

The Kenora Recreation Centre has continually strived to reach goals through the City's 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.

The Kenora Recreation Centre continues to develop partnerships with local businesses by donating prizes, sitting on their committee's and hosting events.

Our organization continues to strive in offering new innovative programs, such as our BOGA classes. Staff had approval through council to apply for a grant offering sledge hockey in the community. This will open up an activity that is for individuals of all abilities and age.

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

2 -11 The City will lead and promote environmental sustainability through conservation, smart building design and, where feasible, retro-fit practices for city – owned facilities.

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

- An access ladder was built and installed to the new condenser in the refrigeration room at Keewatin Memorial Arena
- New roof installed at Kenora Recreation Centre through Oakwood Roofing
- Closed outside bathrooms and fields
- Moved location of ammonia detector to follow TSSA Regulations
- Installed new double exit doors in Keewatin Memorial Arena
- Riverview came and removed and repaired all safety railings to the Waterslide and Diving board
- Installed new upgraded ammonia meter at Kenora Recreation Centre due to aging malfunction to older meter
- Installed indicator lights for ammonia detection in Keewatin Memorial Arena

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.

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.

3 – 12 The City will leverage the power of peer – to – peer knowledge transfer through mentoring to ensure the continuity of institutional skills and know – how.

Staff at the Kenora Recreation Centre had opportunities to develop their skills and knowledge through webinars and supervisory training. Pool staff also achieved to certify three staff members in examining our advanced Lifesaving Society Swim Courses.

Casey Pyykka and Crystal Stokes acquired their Quest 2 with HIGH FIVE. They also were certified to be HIGH FIVE Trainers. These courses are aimed to all individuals who work with children. The focus is on healthy child development and providing tools to create programs and activities that are inclusive to all children. Both trainers are looking forward to offering these programs to our community members.