



# City of Kenora

## Committee of the Whole Agenda

Tuesday, August 11, 2020

9:00 a.m.

Electronic Attendance / City Hall Council Chambers

Due to the COVID-19 Pandemic, Council will be meeting electronically as permitted by Bill 187, Municipal Emergency Act, 2020. Citizens and our Media Partners are encouraged to attend the virtual meeting via the Public Live Stream Event at:

<https://video.isilive.ca/kenora/>

### 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 August 25, 2020 meeting:-

- To remove the building described as the Blue Heron, located at 321 First Avenue South

### 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 July 14, 2020 be confirmed as written and filed.

### D. Deputations/Presentations

Reagan Breeze – Beezer's Honey

### E. Reports:

#### 1. Administration & Finance

Item Subject

- 1.1. June 2020 Monthly Financial Statements
- 1.2. 2020 Second Quarter Investments
- 1.3. 2020 Second Quarter Contracts

- 1.4. 2019 Annual Report
- 1.5. Section 357 Adjustments

## 2. Fire & Emergency Services

Item Subject

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None

## 3. Operations & Infrastructure

Item Subject

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- 3.1 Bylaw Amendment – 166-2015 Off Road Vehicle (ORV) Bylaw
- 3.2 Traffic Amendment to Parking – Third Street South

## 4. Community Services

Item Subject

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- 4.1 Kenora Recreation Centre Parking
- 4.2 Lease Agreement – 1008 Ottawa Street

## 5. Development Services

Item Subject

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- 5.1 Blue Heron – Request to Remove Property from Register and Demolish
- 5.2 Fast Tracking Infrastructure Applications
- 5.3 Submission to Canada’s Centre of Excellence in Next Generation Networks

### Other:

#### Next Meeting

- Tuesday, September 8, 2020

#### 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. Personal Matters about an Identifiable Individual (1 matter – BIZ Board Appointments)

**Adjournment.**



July 29, 2020

## City Council Committee Report

**To: Mayor and Council**

**Fr: Jon Ranger, Deputy Treasurer**

**Re: June 2020 Financial Statements**

### **Recommendation:**

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora at June 30, 2020.

### **Background:**

Attached for your information, please find the June 2020 summary expense and user fee statements for the City of Kenora and the Council department. At the end of June, the year is 50% complete, and therefore, not including any seasonal differences, should be 50% of the budget remaining.

### **Overall:**

- Expenses at the end of June 2020 were slightly below budget with 53.44% remaining to be spent. Water & Sewer 56.85% and Solid Waste 62.56% left in the budget.
- User fee revenues to the end of June 2020 are behind the budget with 67.16% left to collect. Water & Sewer 56.85% and Solid Waste 59.68% is left to collect at the end of June.

### **Expenditures:**

- **General Government** - The General Government expenses to date are close to budget with 51.83% remaining in the budget.
  - **Mayor and Council** - Most of Council donations have been spent to date, also the new line item 1117450 related to various COVID related expenses has caused an increase in the actual spend in the amount of 22k to the end of June.
  - **Administrators Office** - Very little legal expenses have been spent to date, leaving this department under budget. The vacant CAO position will also leave this department under budget.
  - **City Clerk** - Currently over budget at the end of June due to significant legal expenses so far this year.
  - **Human Resources** - The vacant Human Resources Manager position has left this department under budget. Also training and travel have no expenses at the end of June, however there are significant contracted service expenses so far this year that are offsetting some of the under budget expenses.
  - **Building and Grounds Maintenance** - Under budget at the end of June. Materials & supplies and repairs and maintenance under budget, we still expect some work to be completed by the end of the year. Utilities are close to budget with 56.62% remaining.

- **Finance and Administration** – Slightly over budget at the end of June which was to be expected with 3 quarters of the City’s annual MPAC billings paid to date. Also the annual billings for our accounting software have been paid.
- **Rentals** – Slightly over budget as the sale of the Medical Centre has not yet been completed. Rental revenue for the Medical Centre is over budget to cover these expenses.
- **Protection** – The Protection Segment expenses to date are close to budget with 51.37% remaining in the budget.
  - **Police Commission** – Expenses below budget as most travel was cancelled due to COVID.
  - **Police Building** – Over budget as expected, building expected to be disposed of during year therefore only a portion of the year was budgeted for.
  - **Building Inspection** – Slightly under budget due to the voluntary layoff and minimal training expenses that have occurred to date.
  - **Emergency Measures** – Very few expenses recorded to date. The Emergency Control Group has decided not to renew the Everbridge program in 2020 which was due to low subscriber rates to the program. Sandbags have been priced out and will be purchased shortly.
  - **Health and Safety Committee** – There are still 6 Health and safety training courses that have not been completed to date. Also, a Ministry of Labour Ergonomic Initiative was budgeted for that is still to be completed.
- **Transportation** – The Transportation Department expenses to date are under budget with 57.36% remaining in the budget.
  - **General Roads Maintenance** – Increased budget in 2020 as sidewalk work was moved from unusual spend to operating.
  - **Bridge Maintenance** – Minimal spend on bridge maintenance to date. \$25,000 in contracted services still expected during the summer months.
  - **Paved/Surface Treated/Loosetop Roads** – Under budget at the end of June as expected, as work is typically completed on these departments during the summer months.
  - **Winter Control Maintenance** – Winter control maintenance is over budget at the end of June with 40.69% remaining. This is significantly better than last year at the same time there was only 13.15% remaining.
  - **Safety Devices** – A large expense in this department is the line painting contract. This contract was paid for in June.
  - **Parking Rentals** – The majority of this budget relates to the Payment in lieu of taxes for the parking lot on Bernier Dr and the Parkade. These payment in lieu expenses have not yet been recorded.
  - **Streetlighting** – Streetlighting appears to be close to budget with the exception of debt interest which has not yet been recorded.
  - **Docks & Wharfs** – Expenses still under budget at the end of June, we expect these expenses to increase in July and August.
  - **PW Barsky Facility** – Barsky facility is currently over budget. Some wages from roads employees has been coded to this department for work at the building. Wage allocation needs to be made in 2021 to account for this work. Contracted services is currently over budget as there was work done for mechanical optimization. Funding for this work is expected to offset these costs.
  - **Garage and Shop** – The garage and shop has been charging out inventory & materials and supplies at a markup to other departments to better represent

the costs associated with the work being completed. This has not been done in past years and will need to be factored in to the 2021 budget.

- **Environmental** – The Environmental Department expenditures is under budget with 58.57% remaining. 56.85% left in the budget in Water & Sewer and 62.56% remaining in Solid Waste.

- **Storm Sewers** – Because there was significant storm sewer work completed in 2019, more budget was allocated to storm sewers in 2020. Storm sewer work is currently under budget at the end of June.

**Water & Sewer** – Overall Water & Sewer expenses are in line with last year's overall spending at this time.

- **Sanitary System** – Wages currently under budget as more time has been spent in waterworks than sanitary system, this should even out throughout the year.
- **Sewer & Water Treatment Plants** – Materials and supplies currently below budget, also these properties have significant taxes associated with it that typically don't get recorded until after the final tax deadline.

**Solid Waste** - Departments are in line with prior year spending at the end of June.

- **Hazardous Waste** – Hazardous Waste days expenses typically pick up in the fall when all of the contracted services invoices are in for the year.

- **Health Services** – Health Services are close to budget at this time.

- **Cemetery** – User fees are below budget at this time which has caused an increase in city funding required. Last year user fees at the end of June totaled \$81k compared to \$36.6k in 2020 so far. More budget should be allocated to this department in the future.

- **Social and Family Services** – Social and Family Services expenses are currently over budget for the year as Pinecrest Home for the Aged is paid in 3 instalments, and 2 of which have already been paid at the end of June.

- **Community Services** – Overall Community Services expenses are below budget with 59.85% remaining.

- **Parks** – Over budget at the end of June due to relocated part time employees during COVID-19.
- **Anicinabe/Coney/Norman departments** – These departments are all currently under budget as most of the expenses for these departments incur in the summer months.
- **Harbourfront** – Department in line with prior year spending, spending will catch up to budget over summer months with plant/flower maintenance contract.
- **Ballfields** – Currently under budget and below spending at the same time last year. Expected that expenses will increase going in to July and August.
- **Thistle & KM Arena** – Expenses are below budget as expected for this seasonal department. Slightly below last year's spending at the end of June.
- **MSFC Pool** – Expenses are below budget and below last year's spending at the end of June with wages being the largest factor.
- **KRC External Facilities** – Repairs and Maintenance and wages are under budget for this department at the end of June.

- **Recreation programs** – These programs have not yet started therefore below budget was expected.
- **Teams & Clubs** – The outdoor rink Community clubs submit their forms to receive the \$8,000 funding every year to the City. At the end of June all of the clubs have received their funding.
- **Planning & Development** – Planning & Development expenses are under budget with 66.51% left in the budget.
  - **Planning Operations** – Planning Operations is under budget at this time as a City planner was budgeted for the full year however the city’s new planner started in May.
  - **Planning Advisory Committee** – No expenses to date as expected. Much of this department budget relates to travel and training.
  - **Development Services** – In 2020 you will see this new department related to work from our Development Services Manager and Research and Special Projects Officer.
  - **Tourism/Tourism Facilities/Special Events** – We will see many of these expenses increase throughout the summer months although wages will likely be significantly lower in 2020 due to COVID-19. Per our insurance premium breakdown, premiums for the Whitecap and Discovery Centre have gone down compared to prior year.

**User Fees:**

- Overall, user fees are below budget projections with 67.16% collected at the end of June.
- **General Government**  
General Government is close to budget at the end of June with 52.03% left to be collected.
  - **City Clerk** – Under budget at this time and less revenues than prior year as lottery license fees, business licenses and civil marriage revenues are down this year. This is expected at this time with COVID-19.
  - **Rentals** – Over budget at the end of June as Medical Building Rentals have exceeded budget as the building has not yet sold.
- **Protection to Persons and Property**  
Protection to Persons and Property is below budget at the end of June with 68.59% remaining to be collected.
  - **Building Inspection** – A large building permit transaction in April has put this department ahead of budget with only 39.29% of budget left to collect in 2020
  - **Provincial Offences** revenue is dependent on the fines assessed in this area. First quarter & second quarter revenues have not yet been calculated and recorded.
- **Transportation Services**  
Transportation user fees are under budget with 58.61% left to collect.
  - **Conventional Transit** – Transit user fees are below last year at the same time likely due to less ridership during COVID-19.
  - **Metered parking** – We are still down significantly from prior year at this time which is likely due to COVID-19 causing a reduction in traffic and parking. We

will expect this to be significantly lower than budget with free downtown parking offered in July.

- **Docks & Wharfs** – Docks revenue has continued throughout June, however we do see less revenues than prior year which is likely due to COVID-19.

- **Environmental Services**

Environmental services user fees are under budget with 63.72% remaining to be collected. 56.85% of Water & Sewer User fees are also still to be collected and Solid Waste still have 59.68% left to collect

- **Blue box collection** – Under budget with the first and second quarter revenues posted. Less recycling than prior year likely due to many businesses being closed when COVID-19 started.

**Water & Sewer**

- **Water and Sewer** at the end of June there are 5 months of Water & Sewer revenue recorded. This is behind last year's actuals on the report, as last year at the end of June there was 5.5 months of Water & Sewer revenue recorded. Water & Sewer user fees are one month behind budget with 58.03% and 55.63% not yet collected respectively. Sanitary system revenues are currently greater than Water system revenues due to a coding error where bleeder discounts and the multi residential adjustments were being coded against only water instead of water and sewer. An adjustment is being made to correct this in our system.

**Solid Waste**

- **Garbage Collection** – Bag tag sales are up compared to the same month last year. The transfer station has been encouraging the public to use curbside pickup as much as possible during the COVID-19 pandemic, and the City's Solid Waste supervisor believes this has caused an increase in bag tag sales.
- **Transfer Facility** – Tipping fees are below budget at this time, and below last year's actuals at this time as a couple fires last year increased transfer facility revenues for the tipping fees associated with cleanup. We will expect to see tipping fees increase coming into July and August.

- **Community Services**

Community Services are below budget with 74.54% left to collect. We have seen very little change in revenues in this functional area as expected from last month with the Recreation Centre being closed due to COVID-19. We will expect to see these revenues start to move again as the Recreation Centre reopened July 23<sup>rd</sup>.

- **Planning and Development**

Planning and Development user fees are under budget with 77.95% remaining to be collected. User fees in planning and development vary from year to year and depend on activities and developments in the community.

- **Tourism/Tourism Facilities/Events** – This includes all of the rentals of the white cap pavilion, food truck rentals, and MS Kenora Pavilion rental. This budget was reduced from prior year as there were many events in 2018 that did not return in 2019, and we don't expect them again in 2020. We are expecting whitecap Pavilion rental fees to be even lower this year due to COVID-19.

Please let me know if you have any questions, or would like to see any of the department statements in further detail.

**Strategic Plan or other Guiding Document:**

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

**ERM Assessment:** Monitoring financial statements on a monthly basis mitigates some of the uncertainty related to projected costs vs actual expenditures.





July 28, 2020

## City Council Committee Report

**TO: Mayor and Council**

**FR: Charlotte Edie, Manager of Finance/Treasurer**

**RE: Q2 Investment Report**

### **Recommendation:**

That Council hereby accepts the 2020 second quarter investment report that includes details of the Kenora Citizens' Prosperity Trust Fund and other City of Kenora investments.

### **Background Information:**

Kenora Citizen's Prosperity Trust Fund (KCPTF):

In 2008, City Council approved the establishment of the Kenora Citizens' Prosperity Trust Fund. The proceeds of disposition from the sale of the KMTS entities of \$40,896,446 were transferred to this Fund.

In order to offset lost net revenues as a result of the sale of the KMTS entities, the City required an annual return of \$1,100,000 in income from the Trust, in addition to the elimination of long term debt payments which occurred in 2007. This amount has been reduced in the last few years to reflect a decline in returns on investments. In 2019 the amount transferred to the City is \$975,000 and in 2020 the budgeted amount is also \$975,000. This transfer has been deducted from the investment values below. Any erosion of the balance of the Trust will result in an additional burden on City taxpayers.

The first KCPTF portfolio is with the ONE Public Sector Group of Funds and accounts for over 42% of the Trust Fund. The market value of this investment at March 31, 2020 is \$15,249,764 (March 2020 \$14,301,868). This portfolio is held in bond, universal corporate bond and equity funds that are all monitored to ensure that they remain within the Ontario Provincial legislation for municipal investments. The year to date actual return on these ONE fund investments for 2020 is -4.62% (March 2020 -42.7%). This rate reflects the total return including market impact. The return on book value for year to date 2020 is 1.13% (March 2020 1.19%). Currently the universal bond fund is generating 12.25%, the bond fund is generating 8.35% and the equity fund is generating -15.7% on a cumulative basis. The Fund also has a balance of \$5,066,328 in a high interest savings account (HISA). The HISA earns a rate of .915%. The HISA balance is high to reflect the commencement of liquidating funds to transfer to Prudent Investor at the end of June.

The second and largest KCPTF portfolio is managed by Manulife Asset Management with RBC Dexia Investor Services as custodians. The City receives quarterly reports and information. The June 30, 2020 report is attached. The market value of these investments is \$9,738,219. In May \$6,691,428 in investments were liquidated and transferred to the City as debt issuance and also the annual allocation from the Trust. In addition \$4,140,000 was transferred to the HISA to accommodate the transfer to Prudent Investor. Securities held in this portfolio are largely bank and federal and provincial

government issues. The year to date return on these funds is 4.4%. The rate of return since inception is 2.84%. These returns also take the market impact into account.

In addition, the KCPTF holds \$12,898,106 (at December 31, 2019) in debt from the City of Kenora. The rate of return on this debt is 3% and 3.32%.

**Other Investments:**

The City of Kenora maintains investment portfolios separate from the Kenora Citizen's Prosperity Trust Fund. These investments are entirely held in the ONE Public Sector Group of Funds and the market value at June 30, 2020 is \$22,246,745. This portfolio is held in bond, universal corporate bond, equity funds and a high interest savings account that are all monitored to ensure that they remain within the Ontario Provincial legislation for municipal investments. The year to date return for this portfolio is 1.51%. The year to date return on book value is 1.61%.

**Prudent Investor:**

Effective July 2, 2020 Kenora entered the prudent investor regime whereby designated investments were moved under the custody of a Joint Investment Board. Details of the new investments will be disclosed in the third quarter investment report.

**Budget:**

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

**Risk analysis:**

The risk associated with this report is moderate. The risk impact is that the Funds do not earn the required 3% on investments. The shortfall of investment income is within the moderate range.

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

For information only

**Strategic Plan or other Guiding Document:**

Report is required per policy CS 4-2.



August 4, 2020

## City Council Committee Report

**To: Mayor and Council**

**Fr: Jon Ranger, Deputy Treasurer**

**Re: Contracts & Expenditures Approved April – June 2020**

### **Recommendation:**

That Council hereby accepts the 2020 April – June Contracts & Expenditures Approved report.

### **Background:**

Per the Procurement Policy, the Manager of Finance/Treasurer (or Deputy Treasurer) may award a tender, contract or purchase for greater than \$30,000 provided that:

- a) The purchase is included in the City's budgets, and is within the budgeted amount;
- b) The total cost of the contract does not exceed the following authority limits:
  - i. Operating expenditures not exceeding \$100,000;
  - ii. Capital expenditures not exceeding \$250,000, with the exception of;
  - iii. Capital expenditures for equipment outlined specifically in the capital budget not exceeding \$500,000;
- c) The award is made to the bidder whose bid achieves the highest score as a result of the evaluation;
- d) The term of the contract does not exceed the lesser of either the current operating year or the remainder of the term of Council; and
- e) The award is made to the bidder submitting the lowest end cost, compliant bid. If the lowest end cost bid is not chosen the reason for the choice must be documented on the purchase order.

A report shall be submitted quarterly to Council to advise of the award of any tenders, contract or purchases under this section. This report is attached.

### **Budget:**

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

### **Risk Analysis:**

The risk associated with this report is low. Internal controls have been established to ensure that these payments are legitimate and conform to the City's procurement policy.

**Communication Plan/Notice By-Law Requirements:** N/A

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

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



July 28, 2020

## City Council Committee Report

**To: Mayor Reynard and Members of Council**

**Fr: Charlotte Edie, Manager of Finance/Treasurer**

**Re: 2019 Annual Report and Audited Financial Statements**

### **Recommendation:**

That Council approves the 2019 City of Kenora Annual Report including the 2019 audited financial statements for the City; and further

That a copy of this report be made available for public viewing.

### **Background:**

A copy of the Annual Report and audited financial statements is attached to this report for your reference. The report is incomplete in that the Auditors' Report will not be signed until Council has formally approved the financial statements.

In 2009 there was a significant change to the City's financial statements from previous years, due to the new requirement to record Tangible Capital Assets and related amortization, with capital works no longer being expensed as performed. Under this new requirement, the City is required to record the value of all tangible assets net of amortization. As a result of this, the City's financial statements reflect a significant surplus due to the net result of the Tangible Capital Asset implementation. It should be noted that this surplus is comprised of all the accumulated surpluses and deficits of the funds, reserves and organizations that are included in the statements as well as the current amortized value of all City owned assets.

### **Budget:**

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

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

A press release will be prepared for the annual report and statements. This press release will be distributed to Council. The annual report will be made available on the city's portal, as well as at the front desk at City Hall. In accordance with the City's requirements under the Municipal Act, extracts of the audited financial statements will also be printed in the local newspaper.

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

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

### **ERM Assessment:**

Risk assessment is positive in that the 2019 financial results have been audited.



August 4, 2020

## City Council Committee Report

**To: Mayor and Council**

**Fr: Rachel Jaworowicz, 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 \$91,950.59.

### **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 \$66,626.61.

### **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.



July 29, 2020

## City Council Committee Report

To: Mayor and Council

Fr: Jeff Hawley, Manager of Operations & Infrastructure

Re: Off-road Vehicle (ORV) By-law

### Recommendation:

That Council gives three readings to a bylaw to adopt a new Off-Road Vehicle (ORV) bylaw to control the use of Off-road Vehicles including All-terrain Vehicles in the City of Kenora, to include four-stroke off-road motorcycles (ORMs) and prohibit the use of two-stroke ORMs and extreme terrain vehicles (XTVs); and further

That bylaw number 166-2015 be hereby repealed.

### Background Information:

In 2008, the City of Kenora adopted an All-terrain vehicle (ATV) By-law permitting the use of all-terrain vehicles on City roads. In 2015, in alignment with changes to Ministry of Transportation regulations, two-up ATVs, recreational Off-Road Vehicles (ORVs) and Utility Terrain Vehicles (UTVs) were added to the description of permitted ATVs. Effective July 1, 2020, the Ministry of Transportation (MTO) made changes to add ORM's and XTV's to the existing list of ORVs permitted on the road. After consultation with the Ontario Provincial Police (OPP), it was decided that the inclusion of ORM's should be restricted to four-stroke type engines only in order to mitigate noise complaints to the OPP and the City of Kenora. As well, it was recommended that XTV's not be permitted for on-road use in the City of Kenora as they pose a hazard to City roadways.

It is recommended that 1.0 Definitions and 5.0 Prohibitions of the Off-road Vehicle (ORV) By-law number 166-2015 be amended as follows:

### 1.0 Definitions

Word/Term	Definition
<b>Add:</b> Extreme Terrain Vehicle (XTV)	as defined by Ontario Regulation 316/03, Part 1, Sec. 1 of the Highway Traffic Act means an off road vehicle that, (a) has six or eight wheels, the tires of which are all in contact with the ground, (b) has no tracks that are in contact with the ground, (c) has seats that are not designed to be straddled, and (d) has a minimum cargo capacity of 159 kilograms;
<b>Add:</b> Off-road Motorcyle (ORM)	as defined by Ontario Regulation 316/03, Part 1, Sec. 1 of the Highway Traffic Act means an off-road vehicle, designed primarily for recreational use, that, (a) has steering handlebars, (b) has two wheels, the tires of which are all in contact with the ground,

	(c) has a minimum wheel rim diameter of 250 millimetres, (d) has a minimum wheel base of 1,016 millimetres, (e) has a seat that is designed to be straddled by the driver, (f) is designed to carry a driver only and no passengers, and (g) does not have a sidecar;
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**5.0 Prohibitions**

**Add:**

5.5 No person shall operate a two-stroke ORM on any Highway within the City of Kenora that is under the jurisdiction of the City of Kenora, or any part or parts of such highway.

**Add:**

5.6 No person shall operate a XTV on any Highway within the City of Kenora that is under the jurisdiction of the City of Kenora, or any part or parts of such highway.

**Budget:** N/A

**Risk Analysis:**

As per the City's ERM Policy, there is a moderate risk to people in terms of nuisance in allowing additional ORVs on the roads. This is mitigated by prohibiting two-stroke ORMs and XTVs.

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

Distribution: H.Pihulak, H.Lajeunesse, OPP, Public Notice

**Strategic Plan or other Guiding Document:**

Goal #1

1-8 The City will promote Kenora as a 365-day lifestyle destination.

**The Corporation of the City of Kenora**

**By-law Number ~~166--2015~~**

**Being a By-law to control the use of Off-road Vehicles including All-terrain Vehicles, in the City of Kenora**

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Whereas Section 191.8(3) of the Highway Traffic Act, R.S.O. 1990, Chapter H8, as amended, (the "HTA"), provides that the council of a City of Kenora may pass by-laws permitting the operation of certain off-road vehicles on any Highway within the City of Kenora that is under the jurisdiction of the City of Kenora, or any part or parts of such highway;

Whereas Ontario Regulation 316/03, as amended, made under the authority of the HTA, a City of Kenora may only authorize the operation of all-terrain vehicles, multi-purpose off-highway utility vehicles and recreational off-highway vehicles on municipal highways; and

Whereas the Council of The Corporation of the City of Kenora deems it necessary to adopt a By-law that permits and regulate the operation of all-terrain vehicles, multi-purpose off-highway utility vehicles upon certain of its highways; and

Whereas the Council of The Corporation of the City of Kenora wishes to prohibit ORVs on Municipal property;

Now Therefore the Council of The Corporation of the City of Kenora Enacts as Follows:

**1.0 Definitions**

For the purposes of this By-law the words or terms defined in this Section are to be read with the meanings set out in the definitions.

#	Word/Term	Definition
1.1	All-terrain Vehicle or ATV	as defined in Ontario Regulation 316/03, Part 1, Sec. 1 of the Highway Traffic Act means an Off-Road Vehicle (defined below) which: (a) has four wheels, the tires of which are all in contact with the ground; (b) has a steering wheel or handlebars; (c) has a seat designed to be straddled by the driver; and (d) i) is designed to carry a driver only and no Passengers; or ii) a driver and only one passenger if the vehicle, A) has one passenger seat that is designed to be straddled by the passenger while sitting facing forward behind the driver, and B) is equipped with foot rests for the passenger that are separate from the foot rests of the driver;



1.2	By-law	Means this By-law, and the term includes its recitals and any schedules, which are considered to be integral parts of it.
1.3	HTA	Means the Highway Traffic Act, R.S.O. 1990, Chapter H.8, as amended, together with any regulations passed under the authority of that legislation.
1.4	Highway	Means land under the jurisdiction of the City of Kenora which is set aside for the passing of motor vehicles. The term includes all of the property, including the travelled roadway portion, shoulders, boulevards, medians, ditches, and all infrastructure on the Highway.
1.5	Multi-purpose off-highway utility vehicle (MPOHUV)	Means an off-road vehicle that; has four or more wheels, the tires of which are all in contact with the ground, (b) has a steering wheel for steering control, (c) has seats that are not designed to be straddled, and (d) has a minimum cargo capacity of 159 kilograms;
1.6	City of Kenora or Corporation	means The Corporation of the City of Kenora
1.7	ORVA	means the Off-Road Vehicles Act, R.S.O. 1990, c.O.4, as amended, together with any regulations passed under the authority of that legislation.
1.8	Off-road Vehicle or ORV	As defined in the Off-Road Vehicles Act, R.S.O.1990, Chapter 0.4, as amended Part 1, Section 1, and includes any ATV, MPOHUV or ROHV as defined in Ontario Regulation 316/03 which means a vehicle propelled or driven otherwise than by muscular power or wind and designed to travel: (a) on not more than three wheels, or (b) on more than three wheels and being of a class of vehicle prescribed by the Province in legislation or regulation. As of the date of passage of this By-law, vehicles defined in this By-law as ATVs are a prescribed class of ORV.
1.9	Recreational off-highway vehicle (ROHV)	means an off-road vehicle that, (a)has four or more wheels, the tires of which are all in contact with the ground, (b) has a steering wheel for steering control, (c) has seats that are not designed to be straddled, and (d) has an engine displacement equal to or less than 1,000 cubic centimetres
1.10	Sidewalk	means that part of the Highway that is set aside, designed and intended for use by the general public for pedestrian travel. The term also includes any property of the City of Kenora that is physically set apart or made available and intended for pedestrian use.

1.11	Kenora	means the geographic area under the jurisdiction of the City of Kenora
1.12	Extreme Terrain Vehicle (XTV)	as defined by Ontario Regulation 316/03, Part 1, Sec.1 of the Highway Traffic Act means an off road vehicle that, (a) has six or eight wheels, the tires of which are all in contact with the ground, (b) has no tracks that are in contact with the ground, (c) has seats that are not designed to be straddled, and (d) has minimum cargo capacity of 159 kilograms;
1.13	Off-road Motorcycle (ORM)	as defined by Ontario Regulation 316/03, Part 1, Sec.1 of the Highway Traffic Act means an off road vehicle, designed primarily for recreational use, that, (a) has steering handlebars, (b) has two wheels, the tires of which are all in contact with the ground, (c) has a minimum wheel rim diameter of 250 millimetres, (d) has a minimum wheel base of 1,016 millimetres, (e) has a seat that is designed to be straddled by the driver, (f) is designed to carry a driver only and no passengers, and (g) does not have a sidecar;

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## 2.0 Interpretation

- 2.1 This By-law may be cited as the "Off-road Vehicle (ORV) By-law."
- 2.2 All reference made to the male gender shall include the female gender and all reference made to the singular shall include reference to the plural where applicable in this By-law.
- 2.3 Whenever any activity is prohibited in this By-law, the prohibition is against any person undertaking the activity personally, and also against any person directing, authorizing, permitting or allowing another person to undertake that activity.

## 3.0 General Rules

- 3.1 Where this By-law permits any type of ORV to be driven on a Highway in Kenora, the rules in this Section 3.0 apply.
- 3.2 Any type of ORV must meet the requirements, as defined in this By-law and applicable Provincial legislation when driving on a Highway.
- 3.3 (1) Any type of ORV must be driven in accordance with this By-law, together with all provincial legislation and regulations that govern the operation of such vehicles when driving on a Highway.

(2) Applicable legislation includes the HTA and the ORVA, but there may be other statutes or regulations that also apply. Applicable legislation also includes other By-laws of the City of Kenora of general application, including noise by-laws, speed limit by-laws, parking by-laws, and others.

(3) The onus is on the operator of any type of ORV to know and understand all of the rules that apply to the operation of his or her vehicle.

#### **4.0 Permitted Highways for All-terrain Vehicles**

4.1 Notwithstanding Section 1 of Schedule C of Ontario Regulation 316/03 under the HTA, and as per Section 191.8(3) of the Act, any type of ORV may be driven on any Municipal Highway in Kenora, provided that the ORV is operated in accordance with the HTA, the ORVA, this By-law and all other applicable law.

#### **5.0 Prohibitions**

5.1 No person shall operate any type of ORV, at any time at any of the locations set out in Schedule A to this By-law.

5.2 No person shall operate any type of ORV on any private property without the prior consent by the person who owns the property or the person that resides on the property.

5.3 No person shall park any type of ORV at any time at any of the locations set out in Schedule A to this By-law, except in designated parking lots or parking areas.

5.4 No person shall interfere with, obstruct or impede a Peace Officer who is in the process of enforcing the provisions of this By-law.

[5.5 No person shall operate a two-stroke ORM on any Highway within the City of Kenora that is under the jurisdiction of the City of Kenora, or any part or parts of such highway.](#)

[5.6 No person shall operate a XTV on any Highway within the City of Kenora that is under the jurisdiction of the City of Kenora, or any part or parts of such highway.](#)

#### **6.0 Exception**

The prohibitions in Section 5.0 of this By-law do not apply to restrict the operation of any type of ORV by those persons, or under those circumstances, that are listed in Schedule B.

#### **7.0 Enforcement**

7.1 Any Peace Officer may enforce the provisions of this By-law. He or she must identify him or herself as such, and provide any relevant information relating to his or her authority to persons making enquiries at the time of inspection or enforcement.

7.2 A Peace Officer, in the course of his or her duties in enforcing this By-law, may direct or signal any person operating any type of ORV to stop the vehicle so that he or she may approach it safely.

**8.0 Penalty**

Every person who contravenes any provision in this By-law is guilty of an offence and, if convicted, is liable to a fine as provided for in the Provincial Offences Act.

**9.0 Severability**

If any provision or part of a provision of this By-law is declared by any court or tribunal of competent jurisdiction to be illegal or inoperative, in whole or in part, or inoperative in particular circumstances, the balance of the By-law or its application in any other circumstances, shall not be affected and shall continue to be in full force and effect.

**10.0 Effective Date**

This By-law shall come into force and effect on the date it is enacted by Council.

**11.0 Repeal**

That bylaw number 157-2008 and 140-2015 be hereby repealed.

By-law read a First and Second Time this ~~17<sup>th</sup> day of November, 2015~~

By-law read a Third and Final Time this ~~17<sup>th</sup> day of November, 2015~~

The Corporation of the City of Kenora:-

\_\_\_\_\_  
~~David S. Ganfield, Mayor~~

\_\_\_\_\_  
~~Heather Kasprick, City Clerk~~

**“Schedule A”  
to  
By-law Number ~~166~~–2015**

**Restricted Areas for any type of ORV (also refer to Section 5 of the By-law)**

All sidewalks;

All recreational trails owned by the City of Kenora;

Lands within a park or beach owned or operated by the City of Kenora;

All municipal cemeteries;

All Municipal property, except as allowed in this By-law;

**“Schedule B”  
to  
By-law Number ~~166-2015~~**

**Persons Exempt from By-law Number ~~166-2015~~**

Any Peace Officer, while acting in the course of his or her duties as a Peace Officer;

The Fire Chief/Emergency Services Manager/By-law Enforcement Manager and fire department and By-law Enforcement personnel, while acting in the course of their duties;

Any Hydro One employee, Kenora Hydro employee, and their contractors, while acting in the course of their duties;

Any City of Kenora employee, while acting in the course of his or her duties; and

Any person or group that has authorization, in writing, in advance from the City of Kenora to operate ATVs in prohibited or restricted areas, provided he, she, it or they operate the ATV in accordance with any conditions imposed by the City of Kenora. Failing to operate in accordance with the conditions is operation without permission or authorization.



July 22, 2020

## City Council Committee Report

To: Mayor and Council

Fr: Jeff Hawley, Operations & Infrastructure Manager  
Marco Vogrig, Municipal Engineer

Re: Traffic Amendment No Parking Zone– Third Street South

### Recommendation:

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law Number 180-2015 to include changes to Schedule “B” – No Parking – Tow Away Zone for Third Street South, to add parking restrictions along the south side of the street from forty nine (49) metres west of Seventh Avenue South, westerly for twenty five (25) metres; and further

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

### Background Information:

In conjunction with the modifications and improvements to sections of Third Street South, the Operations and Infrastructure Department is seeking a parking amendment along the south side of Third Street South. This would improve sightlines for motorists who enter and exit Third Street South from the service lane and boat house parking on the south side of the street.

With a new parking lane implemented to mitigate traffic congestion along the south side of Third Street South, between Fifth Avenue South and sixty (60) metres east of Sixth Avenue South, no parking along the north side of the same stretch of road has been put in place and approved by Council on October 15, 2019, with By-law #157-2019. The intent of this change was to eliminate narrowing of the street that occurs when vehicles are parked on both sides of the road. This change was intended to assist towards a more seamless flow of traffic along Third Street South, reducing risks of vehicular incidents.

Since the road has reopened after completion of construction, and the Operations and Infrastructure Department has had time to review the new parameters in real time, it has been decided that further No Parking along the south side of Third Street South be implemented from 49 metres west of Seventh Avenue South, westerly for 25 metres.

It is recommended that Schedule “B” No Parking – Tow Away Zone to Traffic Regulation By-law No. 180-2015, be amended to the following restrictions along the south side of Third Street South as follows: -

### Schedule “B”

#### No Parking – Tow Away Zone

<u>Column 1</u> STREET/HIGHWAY	<u>Column 2</u> LOCATION	<u>Column 3</u> SIDE	<u>Column 4</u> TIME
<b>ADD:</b> Third Street South	From 49 m west of Seventh Avenue South, westerly for 25 m	South	Anytime

**Budget:** N/A

**Risk Analysis:** There is a moderate to minor operational risk involved with not pursuing the recommendation to implement these amendments. It is the City's intention to create an incident free environment by reducing parking congestion along Third Street South. By Council approving this recommendation the hazard to motorists and pedestrians alike will be mitigated.

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

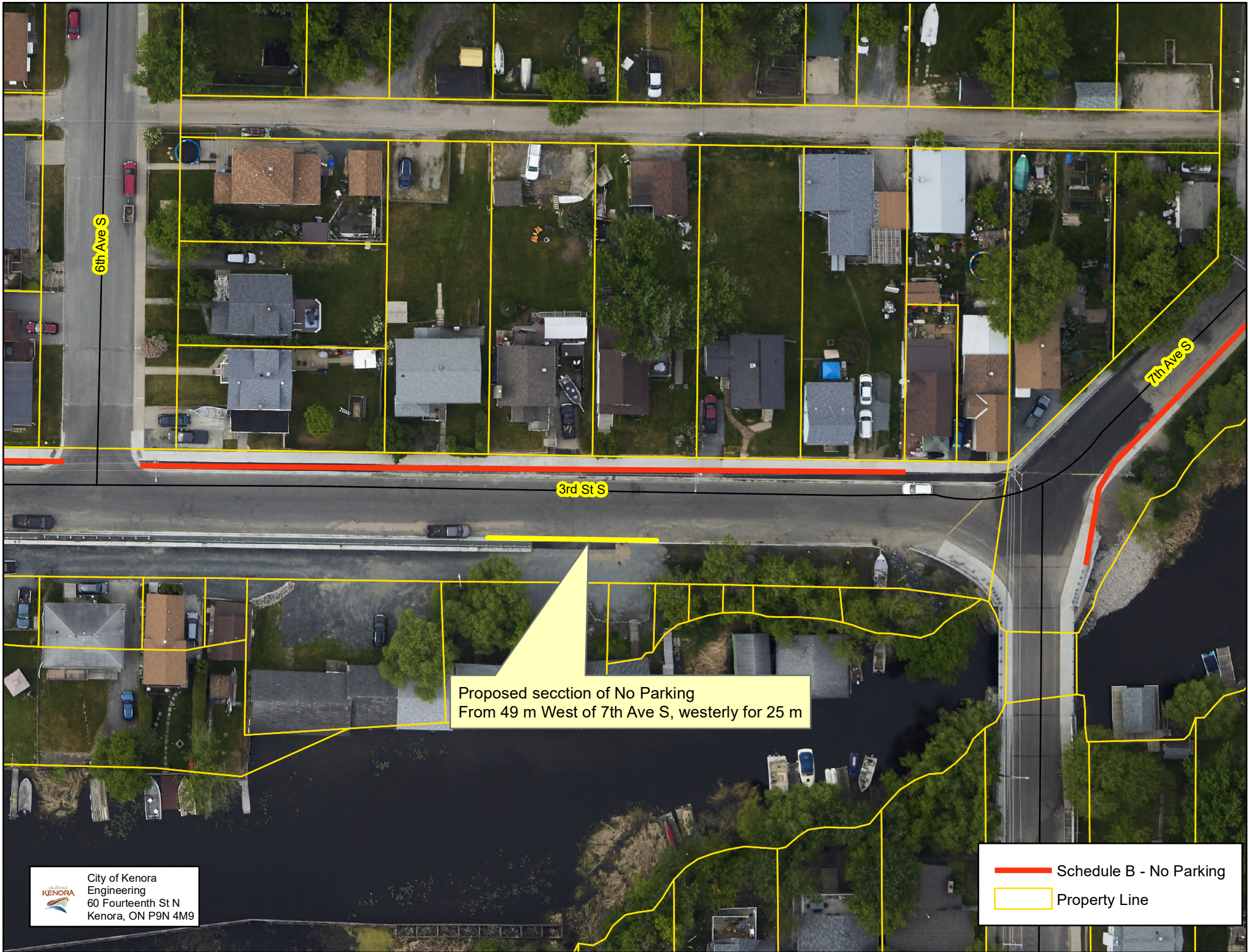
Resolution and By-law required. J. Hawley, M. Vogrig, R. Wilcott, T. Garbachewski, H. Pihulak, H. Lajeunesse, By-law Enforcement.

**Strategic Plan or other Guiding Document:**

Goal #2: Strengthen Our Foundations

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







6th Ave S

7th Ave S

3rd St S

Proposed section of No Parking  
From 49 m West of 7th Ave S, westerly for 25 m

 Schedule B - No Parking

 Property Line





August 11, 2020

## City Council Committee Report

**To: Mayor & Council**

**Fr: Stace Gander, Community Services Manager**

**Re: Kenora Recreation Center Parking**

### **Informational Report Only:**

Historically the Kenora Recreation Centre is the only long term permitted parking location within the City and is highly used during the busy summer months.

Over the past year, City staff have been evaluating vehicle parking space optimization scenarios at the Kenora Recreation Centre. With the ongoing changes to local marina capacities and the loss of seasonal resident parking, the demand is continuing to increase.

In concert with the marina changes, the 2020 capital budget included some enhancements to be completed to the parking area of the Kenora Recreation Centre. Part of that 2020 capital project includes work to the existing parking areas and some realignment of the existing space. Recognizing the future parking challenges and uncertainties with docking availability, City staff have determined it is best to increase parking capacity at the Kenora Recreation Centre now, prior to the realignment work being completed. In reviewing the existing space, expanding the area into the existing volleyball court would allow for additional parking which will be a benefit to the City. This change would require us to decommission the beach volleyball court which has not seen use for several years. In 2008, the City of Kenora and KMTS entered into an agreement to construct a beach volleyball facility at the Kenora Recreation Centre. While the amenity experienced a high level of activity initially, that activity has decreased significantly in recent years. The volleyball nets and posts will be stored for future deployment to another identified area in the City should there be demand be warranted.

**Budget:** Cost for the relocation will be absorbed within existing approved budgets for 2020. There is no incremental impact as a result of this project.

**Risk Analyses:** As per the requirements in the City's ERM Policy, there is an insignificant risk to this project.

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

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

**Strategic Plan or Other Guiding Document:**

1.9 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.



July 29th, 2020

## City Council Committee Report

**To: Mayor and Council**

**Fr: Stace Gander, Community Services Manager  
Shaun Clifford, Parks & Facilities Division Lead**

**Re: Lease Agreement for 1008 Ottawa Street**

### **Recommendation:**

That Council hereby authorizes a lease agreement extension with TBT Engineering for Unit B, at 1008 Ottawa Street, Keewatin for the term January 1<sup>st</sup>, 2020 until July 31<sup>st</sup>, 2021 as outlined in the lease; and further

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

### **Background:**

The lease agreement with TBT Engineering for their use of "Unit B" consisting of 416 square feet of space at 1008 Ottawa Street, Keewatin for the purposes of office space for Engineering work. A monthly fee of \$520.00 per month has been agreed upon and a lease agreement has been prepared by City of Kenora Staff.

The Lessee will provide the City with the required liability insurance.

**Budget:** Monthly rent: The sum of \$520.00 Plus HST

**Risk Analysis:** There is low operational and financial risk associated with the approval. The lease agreement was executed in advance by the CAO due to the timing of the lease request.

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

**Strategic Plan or other Guiding Document:** N/A



July 31, 2020

## City Council Committee Report

**To: Mayor and Council**

**Fr: Kevan Sumner, City Planner**

**Re: Request for Removal of Property from Municipal Register of Properties of Cultural Heritage Value or Interest**

### **Recommendation:**

That three readings be given to a bylaw to remove the building described as the Blue Heron, located at 321 First Avenue South – Water Lot RP1965 PCL 33492, from the Kenora municipal registry of properties of cultural heritage significance or interest; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to remove the building described as the Blue Heron from the Kenora Municipal registry at its August 25, 2020 meeting.

### **Background:**

Section 27(1) of the Heritage Act, RSO 1990, c. O.18, as amended, requires that the clerk of a municipality shall keep a register of property situated in the municipality that is of cultural heritage value of interest.

Pursuant to the provisions of Section 27(9) of the Heritage Act, where a property has been included on the register but does not have a heritage designation, the owner of the property shall not demolish or remove a building or structure or permit the demolition or removal of the building or structure unless the owner gives council at least 60 days notice in writing of the owner's intention to demolish or remove the building or structure or to permit the demolition or removal of the building or structure.

The owner of this building has indicated that he wishes to sell the property, and that the intended purchaser wishes to demolish the building to make way for redevelopment of the property. While it's currently unclear on the timeline for submission of a demolition permit, removal from the municipal register at this time will eliminate the demolition notice requirement and reduce the risk related to the purchase and future redevelopment of the property.

The Blue Heron was initially placed on the municipal registry in February, 2013. Despite being placed on the registry, it has never been formally designated as a property of cultural heritage value or interest under the Heritage Act. More recently, it has stood vacant since March, 2018.

Heritage Kenora discussed the owner's request to remove the building from the municipal registry at a meeting held on July 31, 2020. The committee did not meet quorum due to a combination of vacancies, availability of remaining members, and one member

recusing themselves due to a conflict of interest. None of the three committee members in attendance raised an objection to the proposed removal of the building.

**Budget:**

The property owner shall be responsible for all costs associated with the future demolition or removal of the current building and redevelopment of the property.

The project may be eligible for financial assistance through the Harbourn town Community Improvement Plan Grant programs.

**Risk Analysis:**

There is a low governance risk related to this recommendation. Some residents of Kenora likely have an emotional or nostalgic connection to the Blue Heron, and its addition to the Register in 2013 reflects this iconic status. However, the structure has not been in use for more than two years, during which time it has fallen into disrepair and shows evidence of vandalism.

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

Manager of Development Services, City Clerk

**Strategic Plan or other Guiding Document:**

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'



July 31, 2020

## City Council Committee Report

**To: Mayor and Council**

**Fr: Kylie Hissa, Special Projects & Research Officer**

**Re: Resolution on Fast Tracking Infrastructure Applications (ICIP and NOHFC/FedNor)**

### **Recommendation:**

Whereas the COVID-19 pandemic crisis has had a significant impact on the City of Kenora, our residents, and our businesses; and

Whereas the City of Kenora is already at a distinct economic disadvantage due to a shorter infrastructure construction season as well as a large infrastructure portfolio that the City has been advocating for additional funding support over the years; and

Whereas the City of Kenora has submitted three projects for the Investing in Canada Infrastructure Program (ICIP) to the province in October 2019 and January 2020, and has not yet received any approvals, which limits the City's ability to build critical infrastructure and adds fiscal strain to the City's budget; and

Whereas the City of Kenora will be submitting applications of \$325,000 each to NOHFC and FedNor for detailed design and development of tender ready drawings related to the Harbourfront Business Development Plan, which will help position the City for economic recovery in light of the COVID-19 global pandemic; and

Whereas both large and small infrastructure projects have the immediate effect on local small and medium business in our region and cities need certainty to plan measures to offset 2020 budget losses as well as future budget losses;

Now Therefore Let It Be Resolved That the City of Kenora joins the County of Renfrew and the City of Mississauga in calling upon the Governments of Ontario and Canada to fast track the review of applications under the Investing in Canada Infrastructure Program, and to NOHFC and FedNor, in order to provide much needed investment into Northwestern Ontario to provide sustainable infrastructure that will be safe and suitable in a post-pandemic setting; and further

That a copy of this resolution be forwarded to the Premier; Kenora's Member of Provincial Parliament; the Minister of Infrastructure; the Association of Municipalities in Ontario; Rural Ontario Municipalities Association; and the Northwestern Ontario Municipal Association.

### **Background:**

The City has been a strong advocate for greater access to funding programs to support its large infrastructure portfolio that is distinct from other communities across the province, especially in light of the increasing responsibilities that have been downloaded from the federal and provincial governments. The City was very excited for the opportunity to apply for two projects under the ICIP Community, Culture and Recreation Stream in October 2019 as well as one project under the ICIP Green Stream in January 2020. Each of which are significant projects that are in alignment with priorities under the City's Strategic Plan and Asset Management Plan.

Major capital dollars are not readily available for municipalities from upper-level governments and planning shovel-ready projects becomes difficult when funding programs are not guaranteed. The COVID-19 pandemic has further exacerbated the uncertainties and challenges of planning for and building critical infrastructure in small, northern and rural communities, thereby affecting local and provincial economies.

At the July 2020 Council meeting, Council accepted Kenora's Economic Recovery Plan, which outlined action items that could be undertaken to effectively respond to the devastating impact that the COVID-19 pandemic has had on the community. The City now has a roadmap to support local businesses and members of the community. If successful, applications to NOHFC and FedNor will also contribute to the City's ability to recover post-COVID.

As the City begins to plan for the upcoming 2021 budget year, we are relying on upper levels of government to fast-track and communicate whether or not these projects are successful. Releasing infrastructure funds to municipalities will create jobs and support the province as a whole in the economic recovery from COVID-19. Strong infrastructure investment must be a priority.

**Budget / Financial Implications:** N/A

**Risk Analysis:**

This recommendation carries a positive governance risk as it demonstrates the importance and necessity of infrastructure and economic development funds to municipalities in their COVID-19 recovery implementation efforts.

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

A copy of the approved resolution will be forwarded to the Premier, Kenora's Member of Provincial Parliament, the Minister of Infrastructure, the Association of Municipalities of Ontario, Rural Ontario Municipalities Association, and the Northwestern Ontario Municipal Association (NOMA).

**Strategic Plan or other Guiding Document:**

Strategic Plan Guiding Principles:

1-1 The City will provide clear and decisive leadership on all matters of economic growth in Kenora and the surrounding district;

Strategic Plan Corporate Actions:

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'

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

2-2 The City will keep at 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





August 6, 2020

## City Council Committee Report

**To: Mayor and Council**

**Fr: Adam Smith, Manager of Development Services  
Megan Dokuchie, Economic Development Officer  
Kylie Hissa, Special Projects and Research Officer**

**Re: Submission to Canada's Centre of Excellence in Next Generation  
Networks (CENGN)**

### **Recommendation:**

That Council supports a submission to Canada's Centre of Excellence in Next Generation Networks (CENGN) Northern Ontario Residential Broadband Program.

### **Background:**

CENGN has issued a call for Expressions of Interest (EOI) to municipalities that are interested in the opportunity to host a high-speed internet technology project. It will be designed to prove that a technology solution can be installed and tested while demonstrating a significantly improved level of residential broadband service to the Northern Ontario community.

At least one community will be selected for this project, which will involve extending internet access service to homes 3-5km from a broadband Point of Presence (POP) in the host waterfront community. The solution must meet or exceed the capacity to provide 50 Mbps download and 10 Mbps upload per residence, which is the Canadian Radio-television and Telecommunications Commission's (CRTC) target for Internet Speed in Canada. A separate EOI process will be issued to select a number of candidate technology applicants to propose technology solutions for the selected community(s).

The host community will need to be able to provide approval of, and access to, sites within the community where they are willing to install and test a technology solution for a 3-6 month duration.

In discussion with a private internet service provider in Kenora, there is opportunity to potentially service the areas of Schnarr Lake, Grassy Lake and Austin Lake which are currently home to an estimated 77 households within municipal limits. Based on the Improving Connecting for Ontario mapping provided through the Province of Ontario, this area is currently underserved and does not have access to residential service of 50 Mbps download, 10 Mbps upload.

Broadband infrastructure is critical infrastructure as high-speed internet is proving to be an essential service. Northern, rural and remote areas are at a distinct disadvantage when it comes to improving and increasing broadband internet access, due to the associated cost of building broadband networks. Cost-effectiveness is highly dependent on the population density of the market and this gap in connectivity between urban and rural areas is often referred to as the "digital divide."

Access to high-speed internet has a number of benefits that relate to safety, education, health, economic, and social services. This is particularly relevant to northern, rural and remote areas since many individuals have to travel far distances to access services that could easily be accessed digitally. Improving broadband speed in underserved areas will help bring education resources, better health services, and more economic opportunities, which will thereby indirectly benefit the municipality as a whole.

**Budget:** The intention of the project is that there will be no cost to the host community. CENGN will contribute up to \$500,000 with a matching contribution by a private technology applicant, combining to a possible total of \$1 million towards the broadband project for the host community.

**Risk Analysis:** There is positive risk to be assumed through this submission as it involves a potential partnership with a private internet provider to expand broadband access in the community and at no cost to the municipality.

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

**Strategic Plan or other Guiding Document:**

1-8 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