



AGENDA

Special Meeting of Council of the City of Kenora

Tuesday, February 23, 2021

1:00 p.m.

Virtual Attendance

Due to the COVID-19 Pandemic, Council will be meeting electronically as permitted in accordance with their Procedural Bylaw. Citizens and our Media Partners are encouraged to attend the virtual meeting via the Public Live Stream Event at:

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

1. Call to Order

2. Blessing & Land Acknowledgment - Councillor Goss

3. Public Information Notices

As required under Notice By-law #144-2007, the public is advised of Council's intention to adopt the following at today's meeting:

- Enter into a purchase and sale agreement for the sale of 1125 Highway 17 East

4. Declaration of Pecuniary Interest and the General Nature Thereof

The Mayor will ask if any Member of Council has any Declarations of Pecuniary Interest and the General Nature Thereof pertaining to any items as follows:

- i) On today's agenda or from a previous meeting;
- ii) From a meeting at which a Member was not in Attendance

5. Presentations/Deputations

Presentation of Service Delivery Review – Optimus SBR

6. Special Items

- Receive the report of the Service Delivery Review
- Authorize the Purchase and Sale Agreement for 1125 Highway 17E

7. By-laws

Council will give three readings to the following by-laws: -

- Purchase & Sale Agreement for 1125 Hwy 17 E

8. Announcements (non-action)

9. Adjourn to a Closed Session

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

- i) Education & Training Members of Council (1 matter-CSWBP status)
- ii) Labour Relations (1 matter-confidential staff matter)

10. Adjourn Meeting

Information on Voting by Mayor & Council under The Municipal Act, 2001

243. Except as otherwise provided, **every member** of a council shall have **one** vote;

245. Any question on which there is a **tie vote shall be deemed to be lost**, except where otherwise provided by any Act;

246. (1) If a member present at a meeting at the time of a vote requests immediately before or after the taking of the vote that the vote be recorded, each member present, except a member who is disqualified from voting by any Act, shall announce his or her vote openly and the clerk shall record each vote;

(2) A **failure to vote** under subsection (1) by a member who is present at the meeting at the time of the vote and who is qualified to vote shall be **deemed to be a negative vote**.



February 19, 2021

City Council Committee Report

To: Mayor & Council

Fr: Kyle Attanasio, CAO

Re: Service Delivery Review Report - Municipal Modernization Program

Recommendation:

That Council hereby receives the 2021 Service Delivery Review Report as prepared by Optimus SBR under the Municipal Modernization Funding program.

Background:

The Ontario Government provided municipalities an opportunity to apply for funding under a Municipal Modernization Program which would allow them the dollars to conduct a service delivery review for their municipality. The \$125 million application based program will help municipalities conduct new service delivery reviews, implement recommendations from previous reviews and undertake a range of projects - such as IT solutions or process improvements.

In late 2019, the City applied for this funding and were approved. An RFP process was undertaken with several submissions received. Optimus SBR was selected as the consultant to conduct this review and the objectives included:

- a) Improving services and outcomes
- b) Meeting new or increased demand from customers for services;
- c) Improving service delivery mechanisms and processes;
- d) Maintaining existing service levels in the face of competing priorities or decreasing revenues;
- e) Reducing costs

The project scope did not include the reduction of front-line services nor specifically seek to explore additional sources of revenue generation. The process was guided by a the SLT working with the consultant to help facilitate innovative ideas to the complex challenges facing municipal services in today's fiscal climate. The SLT discussed the services that would be most valuable to include in the review and focused the efforts of the review around those.

The consultants conducted stakeholder engagement with various key staff as well as the public on particular services we were seeking feedback from the public on.

The report including recommendations is now ready as prepared by Optimus SBR. A special meeting of Council is required to receive this report as the reporting deadline for the funding is March 1, 2021.

Budget: This project was fully funded by the Province of Ontario through the Municipal Modernization program and included in the 2020 budget.

Risk Analysis:

The recommendation carries a low operational risk given the recommendations included within the report. It is deemed an opportunity as the project scope is not designed around reducing services that residents depend upon but rather improving those currently being delivered.

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

Strategic Plan or other Guiding Document:

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



February 16, 2021

City Council Committee Report

TO: Kyle Attanasio, CAO

FR: Adam Smith, Manager of Development Services

RE: Agreement of Purchase and Sale – 1125 Highway 17 East

Recommendation:

That Council hereby enters into a conditional Agreement of Purchase and Sale between the Corporation of the City of Kenora and Space Holdings Ltd., in the amount of \$1.25 million; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends enter into a purchase and sale agreement for the sale of 1125 Highway 17 East at its February 23, 2021 special meeting; and further

That three readings be given to the respective by-laws for these purposes.

Background:

The City of Kenora delivered a competitive Expressions of Interest process to select a proponent to develop the municipal property located at 1125 Highway 17 East, known as the former Ontario Provincial Police Service (OPP) detachment. The second intake of the process closed in September 2020. Submissions were evaluated related to pre-determined criteria. This includes the project experience of the proponent, the detail provided in the site plan, timeliness of the proposed development, value of construction, job creation potential and finally the bid price.

Space Holdings Ltd has been the successful proponent and the City is now in receipt of a conditional offer to purchase in the amount of \$1.25 million. Upon execution, staff will concurrently be working with the proponent in satisfying outstanding conditions and on site plan approval. Once this is completed, a building permit application can then be processed.

The scope of the proposal involves renovating the building to support an office use and is anticipated to be completed by September 2021.

Budget: The net proceeds from this sale will be placed into a reserve for the purposes of future land development.

Risk Analysis: In accepting the offer from Space Holdings Ltd., there is positive critical financial risk. This project will allow for a business expansion which supports assessment growth and job creation.

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

Strategic Plan or other Guiding Document:

2-7 The City will encourage and support the development of vacant and transitional lands for uses that support our vision;