



March 20, 2026

City Council Committee Report

To: Mayor and Council

Fr: Heather Pihulak, Deputy CAO/City Clerk

Re: Boards/Committees Review

Recommendation:

That the 2022-2026 term of Council reviewed the existing Boards and Committees that have formed part of this term of Council and recommend the existing Boards and Committees continue; and further

That Council adds a Kenora Age Friendly Committee of Council for the 2026-2030 term of Council.

Background:

In preparation for the 2026-2030 term of Council, administration traditionally presents the current term of Council with an opportunity to review the current Boards and Committees and determine if there should be any changes for the next term of Council.

For your reference the following Boards and Committees are Committees of Council with terms of reference passed by Council by bylaw OR are required by Legislation:

- *Accessibility Advisory Committee (10 members including 2 Councillors)
- Crime Prevention & Community Wellbeing Advisory Implementation Committee (max 15 members- no Council representative)
- *Kenora OPP Detachment Board 1 (7 person board including 3 members of Council)
- *Kenora Public Library Board (5-9 members including 1 Council)
- The Muse Board (8 including 1 Councillor)
- Committee of Adjustment (7 members, no Council representative)
- Sustainability Advisory Committee (14 including 1 Councillor)

External Boards & Committees NOT Appointed by Council may have a Council membership or Council presence as requested by outside organization:

- All Nations Health Partners
- All Nations Health Working Group – Hospital Committee
- Business Improvement Area (BIZ) (5 members including 1 Councillor)
- *District of Kenora Home for the Aged (3 Municipal reps with staggered terms – no Councillor*Legislation, cannot change)
- Handi Transit Board (1 Councillor, 1 Council alt)
- Kenora Airport Authority (1 Councillor, 1 alt)
- Kenora District Municipal Association (KDMA)
- *Kenora District Services Board (KDSB) (1 Councillor, 1 alt)
- *Kenora Health Care Centre Board of Directors (Mayor, 2 Councillors)

- Ministry of Natural Resources – LCC Committee (1 Council, 1 alt)
- *Northwestern Health Unit Board of Directors (1 Council)
- *Rat Portage Common Ground Conservation Organization
- *Synergy North Hydro Board of Directors
- *Tunnel Island Common Ground

Two Committees that were eliminated as part of the 2018-2022 term of Council include:

- Kenora Urban Recreational Trails Committee
- Kenora Heritage Committee

The objective of the report is for Council to reflect on their term of Council and experiences with these boards and committees and their effectiveness. Reviewing the Terms of Reference for each of the committees/boards you were directly involved with and from your own personal experience determining if you feel the committee is effective and if any changes need to be made to membership composition, or if the Committee is required. We do leave terms of reference for each committee to be reviewed by the lead administration to the committee. They will bring recommended changes forward at their discretion, however, it is up to Council to appoint members and now is the time to make those changes before advertising for the new term following the election.

I have listed the number of members currently appointed to the board/committee, including the number of Council members. You will note some boards/committees have a legislated mandate, or they are an external board/committee with a requirement for a member of Council to form part of their Board. I have * those to indicate such.

As noted, Boards and Committees will have the mandate to review their terms of reference and any recommended changes moving forward will be lead by the administrative staff who support that committee, or through the Chair of the Committee back to the Clerk's Division.

Kenora has been recognized by the Province of Ontario as an Age Friendly Community and the Kenora Age Friendly group was recognized at the March Council meeting for their work and support in the community to help us earn this recognition. Age-friendly communities help create more accessible environments for people of all ages and abilities across diverse communities in our province. These communities respond to the opportunities and challenges of an aging population by creating physical and social environments that:

- ✓ support independent and active living
- ✓ enable older adults and people with disabilities to continue contributing to all aspects of community life.

They also align with the Advancing Accessibility in Ontario framework which aims to make the province more inclusive and accessible for everyone, by focusing on four key areas:

- ✓ breaking down barriers in the built environment
- ✓ government leading by example
- ✓ increasing participation in the economy for people with disabilities and
- ✓ improving understanding and awareness about accessibility.

Community leaders and residents in age-friendly communities work together to ensure that local policies, programs and services are accessible, inclusive and support the social and physical environments that enable Ontarians to live safe, active and meaningful lives.

The World Health Organization has identified eight overlapping domains of community life that affect an individual's personal wellbeing and their independent and active living in physical and social environments. These eight domains are the basis for the steps outlined in this guide and are summarized below:

Physical environment

Outdoor spaces and public buildings

When people view a neighborhood as safe and accessible, it encourages people to participate in outdoor activities and engage with the community. Accessibility involves removing barriers that limit opportunities for people with disabilities, including older adults with age-related limitations and/or disabilities.

Transportation

The condition and design of transportation-related infrastructure, such as signage, traffic lights and sidewalks affect personal mobility. Access to reliable, affordable public transit becomes increasingly important when driving becomes stressful, challenging or is no longer available as an option.

Housing

Housing options that are affordable, accessible, supportive and incorporate flexibility through adaptive features, style and location choices are essential for age-friendly communities.

Social environment

Social participation

Social participation involves the level of interaction that older adults and people with disabilities have with other members of their community and the extent that the community makes this interaction and inclusion possible.

Respect and social inclusion

Community attitudes, such as a general feeling of respect and recognition of the role that older adults and people with disabilities play in our society, are critical factors for establishing an inclusive and age-friendly community.

Civic participation and employment

Civic engagement includes the desire to be involved in aspects of community life that extend beyond day-to-day activities, such as:

- volunteering
- becoming politically active
- voting
- working on committees.

The ability to continue working or find new employment provides economic security for older adults, and people of all ages and abilities. This includes having access to accessible environments, including accessible workplaces.

Personal well-being

Community support and health services

Access to, and awareness of, mental and physical health programs and services contribute to quality of life and age-friendliness.

Communication and information

Age-friendly communities provide readily accessible information about community events or important services in formats that are appropriate for older adults and people with disabilities. An age-friendly community recognizes the diversity of its population and promotes initiatives to reach as many people as possible.

Council has been asked by the Kenora Age Friendly Committee (KAFC) to become a formal Committee of Council. This would provide formalized support from the City with the coordination of meetings including agendas and minutes, help with accessing grants that may be available and assistance with small administrative matters that would help advance the work of the Kenora Age Friendly Committee. The support would be limited to no more than other Committees of Council receive. Council may consider adding this committee to their formal appointed committees.

Across the province it varies how municipalities support AFC's. Many municipalities directly support and appoint committee members through the Board and Committee of Council appointment process, and others have advisory boards that are not managed through Council. It appears that most often it depends on if they are single, lower tier, and upper tier municipalities but it is not always consistent. Should Council support the addition of this committee, the Terms of Reference that has been agreed to by the current KAFC could be adopted into our common terms and supported by Council to have in place for the fall.

Budget: Council may wish to consider allocating some small budget dollars to the Kenora Age Friendly Committee and the Accessibility Committee for things such as special events and public participation which helps to advance the mandate of the plans and work of the two committees similar to the Sustainability Advisory Committee.

Risk Analysis: There is a low risk associated with this report as the report is intended to be a review of the various Boards/Committees.

Communication Plan/Notice By-law Requirements: Boards and Committees will be publicly advertised beginning the end of September and into October for Council appointment at the inaugural meeting of the new Council.

Strategic Plan or other Guiding Document:

The strategic plan in its entirety can touch this report as the mandates of many of these boards and committees touch the Strategic Plan throughout. This is also true for many of our other guiding documents and Acts.