



City of Kenora Official Plan and Zoning By-law 2020-2022



Draft Background Report November 2020

Lake of the Woods
KENORA



Official Plan and Zoning By-law Review 2020-22



Image Sources:

WSP (2020)

Ne-Chee Friendship Centre

(<https://www.facebook.com/necheefriendshipcentre/>)

Christmas Tree on Main Street by Chris Barre of Skycam UAV

(<https://www.northernontario.travel/sunset-country/kenora-christmas-tree-on-main-street>)

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1.0 Introduction

The City of Kenora is undertaking the legislated review of its Official Plan and Zoning By-law pursuant to Sections 17, 26, and 34 of the Planning Act, RSO 1990, as amended. The Planning Act is the Provincial legislation that sets out the legal framework and requirements for land use planning in Ontario. The current Official Plan was adopted on May 19, 2015 and approved by the Ministry of Municipal Affairs and Housing (MMAH) on November 5, 2015. The current Zoning By-law (101-2015) was adopted by City Council on December 15, 2015 and is the Zoning By-law in effect.

1.1 What is an Official Plan?

An Official Plan is a policy document adopted by Council under the provisions of the Planning Act. As such, it must reflect matters of provincial interest and applies to all lands within the City. The Official Plan expresses the vision and objectives for the community and identifies land use designations to help guide and direct growth and development over a planning horizon of up to 25 years.

The 2020 Provincial Policy Statement (PPS) directs that municipalities must be able to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment, and if necessary, lands which are designated and available for residential development. Where new development is to occur, municipalities must maintain a three-year supply of land with servicing capacity to accommodate residential units on land that is suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans. Planning for growth and development beyond 25 years is not required, as population projections and associated residential land needs may change over time.

For specific areas, Council may also adopt more detailed secondary plans and community improvement plans which build on the Official Plan policies. The Official Plan directs where development should be located, how infrastructure and public works are to be planned, and how cultural and natural heritage features and areas are to be protected and conserved. All public infrastructure spending and construction must conform to the Official Plan. The use and development of individual parcels of lands is influenced by the Official Plan, which establishes specific policies related to lot creation, zoning, and site plan control.

1.2 Why is the Official Plan Being Reviewed?

The Official Plan is being reviewed to ensure that the most current provincial and municipal planning policy objectives are reflected. Since the current City of Kenora Official Plan was approved, a new PPS has been issued, and there have been other legislative changes that are described in this report. Through the Review process, municipalities can also revise existing policies to adapt to local changes and reflect the vision and planning goals for the City, as identified by residents and Council. The Review process also provides an opportunity to consolidate previously approved Official Plan Amendments.

Some of the City's key areas of interest for policy updates include affordable housing, recreation and tourism, waterfront, hazard lands, economic development in rural areas, and secondary dwellings.

1.3 How is the Official Plan Related to the Zoning By-law?

While the Official Plan is being reviewed, the City's Zoning By-law will be reviewed concurrently. However, the Zoning By-law will not be approved until the Official plan has been approved. The Zoning By-law implements the policies of the Official Plan by establishing permitted uses in each Zone. It provides detailed development standards to regulate the size, height, density, and location of buildings and structures on properties, and includes requirements for landscaping and parking, among other matters.

Some of the City's key areas of interest for updates include schedules, definitions, streets and patios, Harbourtown Parking, and secondary dwellings.

1.4 Background Report Overview

This Background Report has been prepared to direct the City of Kenora Official Plan and Zoning By-law Review by describing the current community profile, providing a growth management strategy and vacant lands analysis and identifying policies and provisions that may be missing or require updating. The planning horizon for the Official Plan must conform to the 25-year planning horizon set out in the 2020 PPS.



This Background Report is organized as follows:

- **Section 2** of this report provides a **community overview** of the City of Kenora and its land use characteristics;
- **Section 3** describes **the regulatory planning framework** applicable to the City of Kenora, including recent revisions to the 2020 PPS and other key provincial legislation and regional policies;
- **Section 4** provides an overview of the **local municipal planning context**, including a summary of the existing Official Plan and Zoning By-law, as well as other local municipal documents that must be considered when updating the City of Kenora Official Plan and Zoning By-law; and
- **Section 5** provides a **conclusion** to the Background Report.

Appendix A contains a detailed analysis of the policy issues to be addressed in the City of Kenora Official Plan, based on a review of the Provincial Policy Statement, 2020. **Appendix B** contains WSPs Community Engagement Plan.

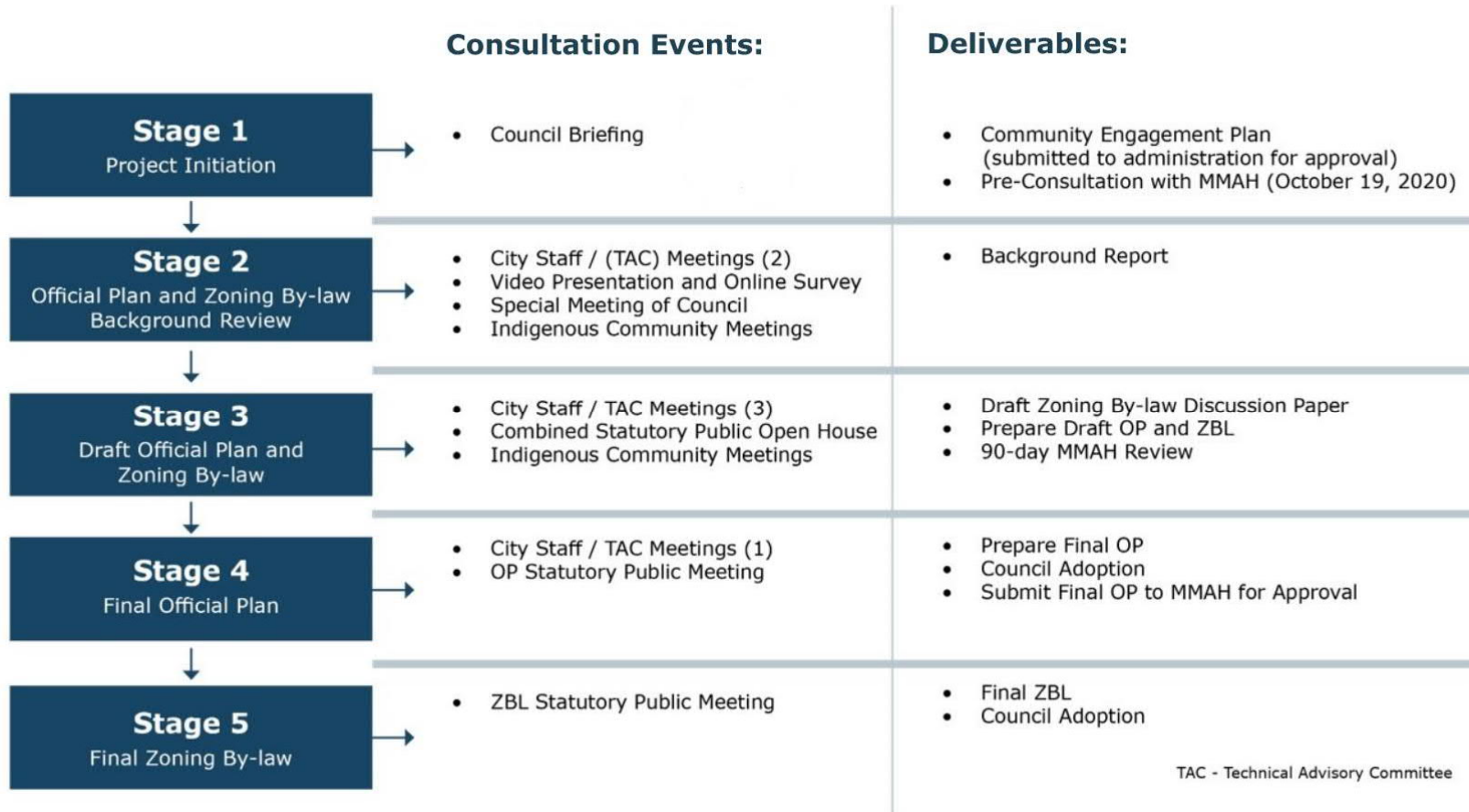
1.5 Government Agencies, Interest Groups, Indigenous, and Community Engagement

A Community Engagement Plan was prepared by WSP on September 15, 2020 and is included as Appendix B to this report. The Engagement Plan elaborates the approach, methods and specific tools to undertake a comprehensive review of the Official Plan and Zoning By-law for the City, including:

- Indigenous Community Engagement;
- Project Branding;
- Project Webpage, Email, and Mailing List;
- Project Awareness Campaign;
- Technical Advisory Committee;
- Community Dialogue;
- Managing Comments;
- Individual Property Owner Consultation;
- Accessibility and an Age-Friendly Approach; and
- Online Public Engagement.

The project process and key community engagement events are illustrated in **Figure 1-1**.

Figure 1-1: Official Plan and Zoning By-law Review Project Process



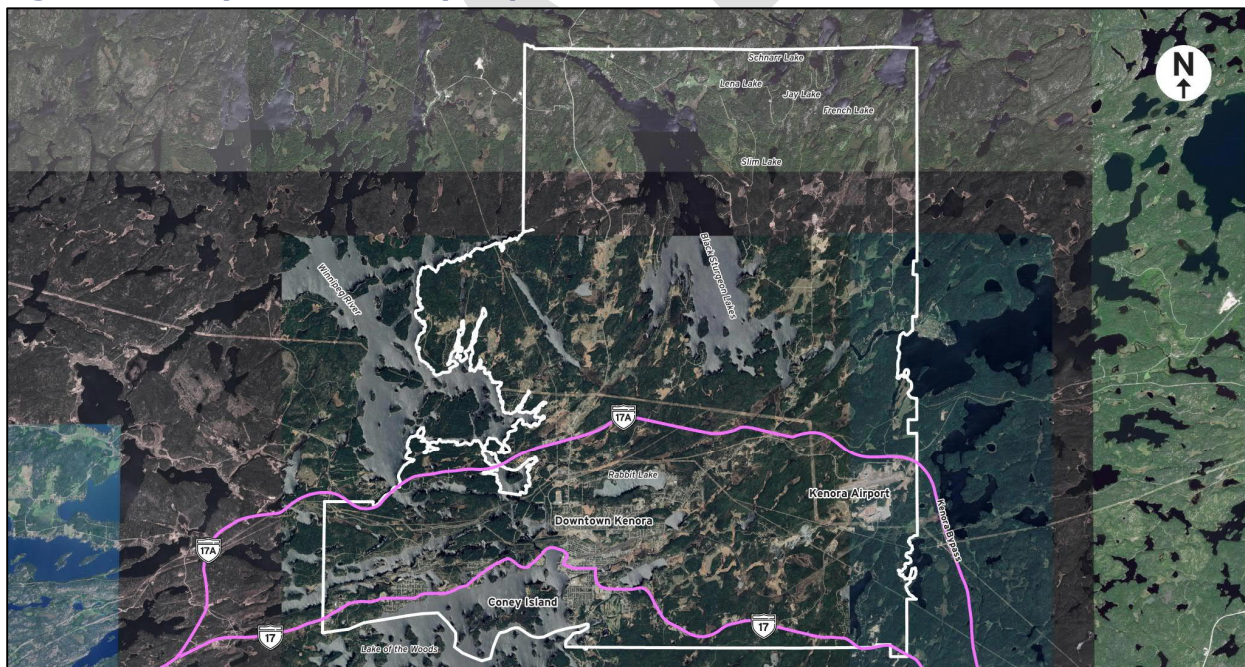
2.0 Community Overview

2.1 Background

The City of Kenora is located on the shores of Lake of the Woods in northwestern Ontario. The City is geographically situated close to the Manitoba boundary about 200 km east of Winnipeg and is part of Treaty 3 territory. The City has a land area of approximately 249 km² (Official Plan, 2015). A key map of the City of Kenora is shown in **Figure 2-1**.

The main access routes to Kenora are Highways 17 and 17A from the east and west and Highway 71 from the south. Several roads such as Highways 596, 658 and 671 provide access to communities north of Kenora, such as the Dalles (Ochiichagwe'babigo'ining), Wabaseemoong and Grassy Narrows First Nation communities.

Figure 2-1: City of Kenora Key Map



2.2 Population

The City's base population is approximately 15,000. Given the unique location, there are estimates that the population increases by up to three times during the summer as seasonal residents visit from outside the region. The Statistics Canada

2016 Census lists the population of the Census Agglomeration as 15,096, which represents a decrease of approximately 1.6% from the 2011 population of 15,348.

Like many communities in Northern Ontario, the City of Kenora is facing the challenge of maintaining and increase population. The City continues to experience an aging population similar to the national average. The 2016 Census reports the following age distribution in the City: 16% of residents are aged 0-14 years; 65% of residents are aged 15 to 64 years; and 22% are aged 65 years and over. Of the 22% aged 65 years and over, 3% are aged 85 years and over. The growing cohort of older adults has specific needs that must be met to ensure that they can continue to fully engage and participate in the community, including through the provision of services and infrastructure that cater to all ages and mobilities.

In the 2016 Census, 92% of residents (13,695) identified English as their mother tongue, 2% (260) identified French, and 5% (135) identified a non-official language. Aboriginal languages were identified as the mother tongues of 185 residents and include Cree-Montagnais, Cree N.O.S., Ojibway-Potawatomi. Non-official languages were identified as the mother tongues of 525 residents and include Afro-Asiatic, Arabic, Austronesian, Indo-European, Germanic, Greek, Indo-Iranian, Italic, among others.

Approximately 3,150 residents identified as Indigenous in 2016, with 1,605 residents identifying as First Nations single identity, and 1,495 residents identifying as Métis single identity. There are 775 residents who identified as being immigrants to Canada.

2.3 Housing

The 2016 Census documented 6,475 housing units within the City, of which 78% (5,030) were single-detached dwellings, 19% (1,205) were attached dwellings (i.e. semi-detached, row house, apartment in a duplex, or apartment in a building that has fewer than five storeys), 3% (165) were apartments in a building that have five or more storeys, and 1% (80) movable dwellings.

2.4 Land Use

The City of Kenora was incorporated in 2000 by the amalgamation of the Towns of Kenora, Keewatin and Jaffray Melick.

The neighbourhood of Keewatin is the City's "gateway" from the west, and has a full range of services including residential, commercial, and recreational. Keewatin's



location on the waterfront, with its beaches and parks are an attraction for tourists and seasonal residents. As a neighbourhood in the City, Keewatin plays a significant role in raising the profile of Kenora. Keewatin is designated as a Community Improvement Plan area.

Much of the City's commercial focus is in Harbourtown Centre along Second Street South from Main Street South to Fifth Avenue South. Some larger-scale commercial uses are located further east of Harbourtown along the TransCanada Highway 17 between River Drive and Mikana Way. Additionally, some commercial uses have developed in the following areas, although much of the land remains undeveloped:

- Railway Street;
- TransCanada Highway 17 towards the rural areas;
- Veterans Drive towards Redditt Road;
- Lakeview Drive; and
- TransCanada Highway 17, west of Keewatin.

Much of the industrial development in the City is located around Mellick Avenue, the Airport, as well as between Keewatin and Lake of the Woods. Over the past few years, the Airport had undergone updates to add a new terminal which had its grand opening in September 2018. The new terminal was among the winners of the 2019 Ontario Wood Design Awards because of the use of wood as a structural element (which is uncommon for aviation terminal designs), as well as the use of roof and floor joists that were manufactured right in Kenora.

Residential development in Kenora is primarily low-rise and compact and is based on a traditional grid network of streets, particularly around the Harbourtown and Keewatin areas. Development of residential condominiums along the waterfront has become increasingly common in Kenora, expanding the range of housing options for residents.

The rural area of the City is characterized by low-density residential development, waterfront residential and very limited farm, tourist commercial and resource-based operations. These areas shall generally be of resource activity, resource-based recreational activity and a mix of rural-oriented land uses.

2.5 Recreation and Community Facilities

There are a variety of recreation opportunities, picnic areas, green spaces, play structures, and public-access waterfront areas that are owned by the City, including:

- Anicinabe Park, which includes a beach, picnic area, play structure, boat ramp and campsites;
- Beatty Park, which includes picnic area;
- Central– Outdoor hockey rink, baseball fields;
- Coney Island Beach Park, which includes a beach, and play structure;
- Evergreen Community Club – Outdoor hockey rink;
- Garrow Park, which includes a beach, pickleball courts, play structure, docks, picnic area, rowing club, outdoor exercise stations;
- Jack Robinson Park, which includes a picnic area and gardens;
- Jaffray Melick Lookout Point, which includes a gazebo and gardens;
- JM Sportsplex – indoor field, outdoor baseball fields;
- Keewatin Beach Park, which includes a beach and play structure;
- Keewatin Central Park, which includes a play structure and open green space;
- Keewatin Curling Club – attached to Keewatin Memorial Arena;
- Keewatin Memorial Arena;
- Keewatin Rock Holes, which includes rock holes, picnic area, and lookout area;
- Kenora Curling Club;
- Kenora Recreation Centre, which include tennis courts, baseball fields, skatepark, boat launch, basketball courts, volleyball courts, walking track, an aquatic centre, and arena;
- Lakeview Lookout, which includes a picnic area;
- McLeod Park, which includes boardwalk, scenic trail to downtown;
- Millennium – baseball fields;
- Norman Park, which includes a beach, play structure, museum, and splash park;
- Portage Bay – baseball fields, tennis court, skate park;
- The Harbourfront, which includes gardens, major events tent and the farmer’s market; and
- Tom Nabb Soccer Complex.

Figure 2-2: McLeod Park (Source: www.visitnorthwesternontario.com)



Figure 2-3: Anicinabe Park (Source: www.tripadvisor.ca)



Other community facilities include:

- Kenora Public Library;
- The Muse – LOW Museum and Douglas Family Art Centre; and
- Lake of the Woods Railroaders Museum.

Public and Catholic elementary and secondary schools within the City include:

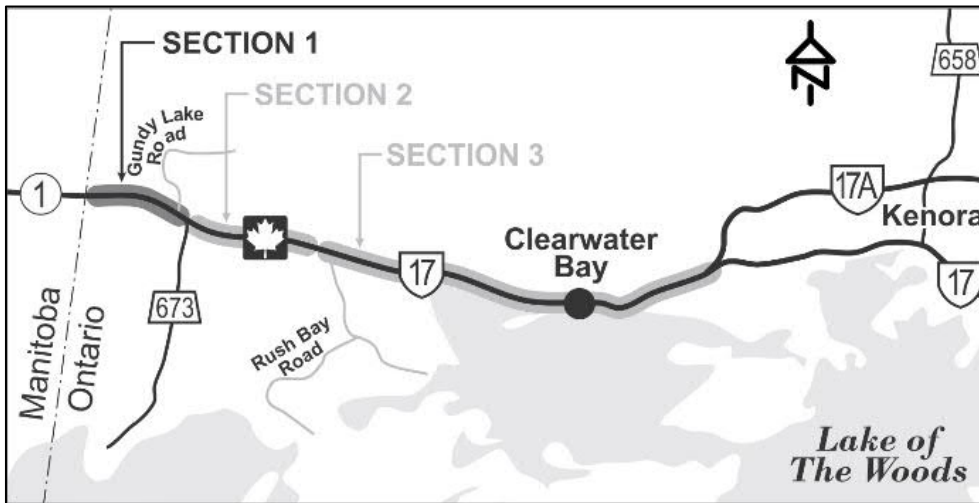
- Beaver Brae Secondary School;
- Bimose Community High School;
- Ecole Ste-Marguerite Bourgeoys French Immersion School;
- Evergreen Public School;
- Gaagagekiizhik Elementary School;
- Keewatin Public School;
- King George VI Public School;
- Pope John Paul II School;
- St. Louis School;
- St. Thomas Aquinas High School; and
- Valleyview Public School.

Post secondary education opportunities in Kenora include Contact North, Confederation College, and Seven Generations. There are also distant and online education opportunities through colleges and universities in Winnipeg, MB and Thunder Bay, ON.

2.6 Transportation

Highway 17 runs east-west through Kenora. It is a Trans-Canada Highway and is provincially maintained from the Manitoba boundary and ends where highway 417 begins just west of Arnprior, spanning 1,964 km. Highway 17 is currently undergoing the final design and awaiting environmental approvals for the twinning of a 6.5 km stretch (Section 1) from the Manitoba / Ontario Border to Highway 673 (**Figure 2-4**). The other two sections of the twinning still require the Environmental Assessments to be completed; there is no estimated completion date for these Sections.

Figure 2-4: Highway 17 Twinning (Source: www.4lanehighway17kenora.ca/)



Highway 17A (locally known as the Kenora By-Pass), is an alternate route of Highway 17 around the City of Kenora. This road provides access to the Kenora Airport and spans 33.5 km.

2.7 Economy

In the 2016 Census, the City reported a labour force of 8,085 people, a labour participation rate of 65%, an employment rate of 61%, and an unemployment rate of 7%. According to 2012 North American Industry Classification System (NAICS) data from the 2016 Census, the employment sectors with the greatest proportion of the labour force include:

- Health care and social assistance (1,400 jobs);
- Retail trade (1,040 jobs);
- Educational Services (805 jobs);
- Public administration (795 jobs).
- Construction (790 jobs);
- Accommodation and food services (715 jobs);
- Other services (except public administration) (415 jobs);
- Transportation and warehousing (360 jobs); and
- Manufacturing (335 jobs).

Other sectors with less than 300 jobs include:

- Professional, scientific and technical services (260 jobs);
- Administrative and support; waste management and remediation services (180 jobs)
- Finance and insurance (165 jobs);
- Agriculture; forestry; fishing and hunting (140 jobs);
- Real estate and rental and leasing (140 jobs);
- Information and cultural industries (110 jobs);
- Wholesale trade (100 jobs);
- Arts; entertainment and recreation (100 jobs);
- Utilities (85 jobs); and
- Mining; quarrying; and oil and gas extraction (70 jobs).

Kenora is North America's Premier Boating Destination, connecting local residents, visitors and cottagers to the Lake of the Woods and its 14,522 islands and 65,000 miles of shoreline. Since 2007, the City of Kenora and public sector partners have completed over \$23 million in new tourism infrastructure projects including the Lake of the Woods Discovery Centre, downtown revitalization of Harbourtown Centre, Kenora Gateway signage, and the Whitecap Pavilion which is a covered outdoor venue that hosts year round events and festivals.

In addition to the above, the City of Kenora provides goods and services to area First Nations, seasonal cottagers, and tourist resorts.

2.8 Cultural Heritage

The Heritage Kenora Committee advises City Council on any action involving property that has been designated as a heritage property. Working closely with the Planning Advisory Committee, the focus is preserving these significant properties. The City maintains a Municipal Heritage Register of designated properties, as well as properties that are not designated under Part IV of the Ontario Heritage Act, but that the City believes to be of cultural heritage value or interest, as determined in consultation with the Heritage Kenora Committee. There are currently 9 buildings in the City that are designated under Part IV of the Ontario Heritage Act, such as the former Kenricia Hotel located at 155 Main Street South as illustrated in **Figure 2-5**.

Figure 2-5: Kenricia Hotel (Source: KenoraOnline.com)



The City also maintains a list of cultural landscapes and structures. These include the following:

- Bigsby's Rat Portage;
- Coney Beach;
- Keewatin Glacier Rock Holes;
- Lake of the Woods Cemetery;
- McLeod Park;
- Mink Bay Wetlands;
- Tunnel Island/ Old Fort Island; and
- Main Street Dock.

2.9 Natural Heritage Features and Areas

Kenora's resources are enhanced by the beautiful natural environment, in particular the Lake of the Woods, Winnipeg River, Black Sturgeon Lakes and numerous smaller lakes and islands around the City. These natural areas are major attractions and provide recreational opportunities for residents, tourists and cottagers, many of whom originate from the neighbouring province of Manitoba and the United States.

According to the Ministry of Natural Resources and Forestry, there are no Areas of Natural and Scientific Interest (ANSIs) in Kenora. However, there is one Provincially Significant Wetland Evaluated, Laurenson's Creek, and on Non-Provincially

Significant Wetland Evaluated, Mink Bay. In addition, since the City is situated on the Canadian Shield, the provincial policies for Significant Woodlands east and south of the Canadian Shield do not apply.

The natural heritage features and areas, as per Section 5.1 of the current Official Plan, include wildlife habitat, fish habitat and habitat of endangered species and threatened species. Council recognizes that all of the undeveloped land of the City is suitable habitat for a variety of wildlife species. Wildlife habitat has been identified by the Ministry of Natural Resources and Forestry and is illustrated on Schedule "A" of the current Official Plan as Fish Spawning and Nursery Area, Waterfowl Habitat, and Nesting Site.

Water quality is a significant potential concern with regards to further development of waterfront properties in the City. MECP lake capacity concerns have resulted in a halt to development on Hilly Lake, Austin Lake, Schnarr Lake, Grassy Lake, Alcock Lake, or Laurenson Lake until such time as municipal sewer and water services are available in those areas. The City of Kenora initiated a lake capacity study for Black Sturgeon Lakes in 2007, and an initial limit has been placed on the number of new lots may be located on Black Sturgeon Lake to ensure that the impacts of development on the lake can be monitored over time.

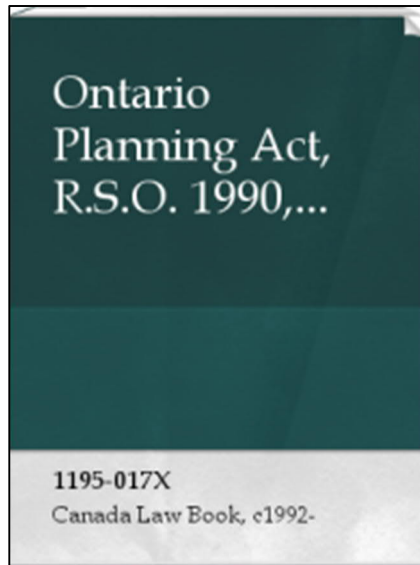
The International Rainy-Lake of the Woods Watershed Board was created in January 2013 to assist with binational coordination of water quality efforts and aquatic ecosystem health for the entire transboundary watershed.

The City of Kenora does not belong under the jurisdiction of a Conservation Authority. Additionally, it is not located within a Source Protection Plan Area.

3.0 Regulatory Planning Framework

Planning at the municipal level is undertaken within a framework established by the Province of Ontario, specifically the Planning Act and the Provincial Policy Statement (PPS). The City of Kenora Official Plan enables a number of planning tools to be used to implement the policies of the Plan, including, but not limited to, community improvement plans, zoning by-laws, and site plan control

Local land use policies are required to be consistent with the policies of the PPS and must reflect current provincial legislation. Therefore, it is the intent that the Official Plan Review set out the appropriate framework for land use planning in the City.



3.1 Planning Act

The Planning Act, R.S.O. 1990, as amended, is the primary legislation governing land use planning in Ontario. It outlines matters of provincial interest and enables the Province to issue Policy Statements to provide direction to municipalities on these matters.

The Planning Act enables municipal Councils to pass tools to plan and regulate the use of land and the location of buildings and structures on a lot. Under Section 16 of the Act, most municipalities, including the City of Kenora, are required to prepare and adopt Official Plans in accordance with the Act. Official Plans contain a vision, objectives, and policies to guide

decision making on land use planning matters. Municipal decisions, by-laws and public works are required to conform to the policies of the Official Plan (Section 24(1)).

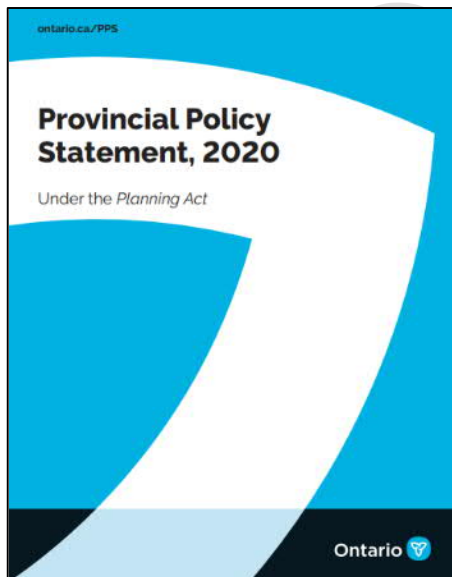
The 20 matters of provincial interest that municipal councils “shall have regard to” when carrying out their responsibilities under the Act, including the preparation and adoption of an official plan, are as follows:

- 1) the protection of ecological systems, including natural areas, features and functions;
- 2) the protection of agricultural resources of the Province;
- 3) the conservation and management of natural resources and the mineral resource base;
- 4) the conservation of features of significant architectural, cultural, historical, archaeological or scientific interest;
- 5) the supply, efficient use and conservation of energy and water;
- 6) the adequate provision and efficient use of communication, transportation, sewage and water services and waste management systems;
- 7) the minimization of waste;
- 8) the orderly development of safe and healthy communities;
- 9) the accessibility for persons with disabilities to all facilities, services and matters to which this Act applies;
- 10) the adequate provision and distribution of educational, health, social, cultural and recreational facilities;
- 11) the adequate provision of a full range of housing, including affordable housing;
- 12) the adequate provision of employment opportunities;

- 13) the protection of the financial and economic well-being of the Province and its municipalities;
- 14) the co-ordination of planning activities of public bodies;
- 15) the resolution of planning conflicts involving public and private conflicts;
- 16) the protection of public health and safety;
- 17) the appropriate location of growth and development;
- 18) the promotion of development that is designed to be sustainable, to support public transit and to be pedestrian-oriented; and
- 19) the promotion of built form that,
 - a) is well designed
 - b) encourages a sense of place, and
 - c) provides for public spaces that are of high quality, safe, accessible, attractive and vibrant; and
- 20) the mitigation of greenhouse gas emissions and adaptation to a changing climate.

The matters of provincial interest are presented in no particular order, and, depending on the context, are not intended to indicate that provincial interests have varying levels of importance.

3.2 Provincial Policy Statement, 2020



The 2020 Provincial Policy Statement (PPS) came into effect on May 1, 2020 and replaced the 2014 PPS. The new PPS was prepared as part of the Province’s “More Homes, More Choice: Ontario’s Housing Supply Action Plan”. The goal of the Action Plan is to increase the mix and supply of housing and to streamline the development approvals process. Key changes in the PPS which may have an impact on future Official Plan land use policies include:

Housing

The new PPS provides greater detail on the range of housing types and living arrangements that should be used to facilitate residential intensification:

- Planning authorities are encouraged to permit and facilitate a range of housing options, including new development, as well as residential intensification, to respond to current and future needs (Part IV).

- A new definition for “housing options” has been added: “a range of housing types such as, but not limited to single-detached, semi-detached, rowhouses, townhouses, stacked townhouses, multiplexes, additional residential units, tiny homes, multi-residential buildings. The term can also refer to a variety of housing arrangements and forms such as, but not limited to life lease housing, co-ownership housing, co-operative housing, community land trusts, land lease community homes, affordable housing, housing for people with special needs, and housing related to employment, institutional or educational uses.” (6.0 Definitions)
- A revised definition for “residential intensification” is included: “intensification of a property, site or area which results in a net increase in residential units or accommodation and includes:
 - a) redevelopment, including the redevelopment of brownfield sites;
 - b) the development of vacant or underutilized lots within previously developed areas;
 - c) infill development;
 - d) development and introduction of new housing options within previously developed areas;
 - e) the conversion or expansion of existing industrial, commercial and institutional buildings for residential use; and
 - f) the conversion or expansion of existing residential buildings to create new residential units or accommodation, including accessory apartments, additional residential units, rooming houses, and other housing options.” (6.0 Definitions)
- Planning authorities are required to provide adequate land for a 25-year planning horizon, rather than the 20-year horizon in the 2014 Provincial Policy Statement (Policy 1.1.2).
- Planning authorities are also required to maintain at all times a minimum 15-year supply of lands which are designated and available for residential development (Policy 1.4.1 a), and land servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans (Policy 1.4.1 b). Upper-tier and single-tier municipalities may choose to maintain land with servicing capacity sufficient to provide at least a five-year supply of residential units (Policy 1.4.1).
- Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents by permitting and facilitating “all housing options required to meet the social, health, economic and well-being

requirements of current and future residents [...]”, and “all types of residential intensification, including additional residential units, and redevelopment [...]” (Policy 1.4.3).

Employment Lands

- Employment areas planned for industrial and manufacturing uses shall provide for separation or mitigation from sensitive land uses to maintain the long-term operational and economic viability of the planned uses and function of these areas (Policy 1.3.2.2).
- Employment areas planned for industrial or manufacturing uses should include an appropriate transition to adjacent non-employment areas (Policy 1.3.2.3).

Consultation / Coordination

- An increased emphasis on the importance of Indigenous consultation, including direction that planning authorities “shall engage with Indigenous communities and coordinate on land use matters” (Policy 1.2.2).

Implementation

- Zoning and development permit by-laws are recognized as important for implementing the Provincial Policy Statement, and planning authorities are required to keep them up to date with their official plans and the Provincial Policy Statement.

A Conformity Review examining the current City of Kenora Official Plan against the 2020 Provincial Policy Statement is included in **Appendix A**.

3.3 Growth Plan for Northern Ontario

The Growth Plan for Northern Ontario is a 25-year plan that came into effect in 2011. This Growth Plan was prepared under Ontario’s Places to Grow Act (2005), which provides that the Province may identify and designate areas for which strategic growth plans can be developed. The Growth Plan focuses on attracting and sustaining growth in northern communities and is intended to be used as a strategic framework that will guide decision-making in Northern Ontario for the next 25 years.

The Growth Plan is structured around six key policy areas which contribute to the region’s long-term sustainability and prosperity: Economy; People; Communities; Aboriginal Peoples; Infrastructure; and Environment. The Growth Plan is focused on

the following six key guiding principles:

- Creating a highly productive region, with a diverse, globally competitive economy that offers a range of career opportunities for all residents.
- Developing a highly educated and skilled workforce to support an evolving knowledge-based economy and excellence in the trades.
- Partnering with Aboriginal peoples to increase educational and employment opportunities.
- Delivering a complete network of transportation, energy, communications, social and learning infrastructure to support strong, vibrant communities.
- Demonstrating leadership in sustainable growth and environmental management.
- Establishing innovative partnerships to maximize resources and ensure this Plan achieves its ambitious vision and is fiscally sustainable.

Economy

The Plan supports the development of a strong, resilient and more diversified northern economy through policies which are intended to support growth and diversity in the region's traditional resource-based industries, as well as the development of new and emerging economic sectors that have the greatest potential to result in job growth and opportunities in the North. Economic development strategies will focus on existing and emerging priority sectors, including:

- Agriculture, mining and manufacturing;
- Exportable services (higher order education and health care, business services); and
- Tourism services (retail sales, accommodation, food, recreation, entertainment).

People

The Growth Plan identifies people as Northern Ontario's most important resource and focuses on supporting under-represented groups such as youth, displaced workers, Francophones, Aboriginal peoples, newcomers and persons with disabilities. The policies of the Plan are intended to create new opportunities for all residents to contribute to their communities, including increased accessibility and relevance of education and training and access to health care services.

Communities

The policies of the Growth Plan support community planning that balances the priorities of human, economic, and environmental health. Official Plans, community economic plans and participating in community planning efforts are identified as

effective tools to ensure the future economy and long-term sustainability of communities reflects the views of citizens and businesses. Municipalities are encouraged to align their Official Plans with strategies which focus on achieving the following objectives:

- Economic, social and environmental sustainability;
- Accommodation of the diverse needs of all residents, now and in the future;
- Optimized use of existing infrastructure;
- A high quality of place; and
- A vibrant, welcoming and inclusive community identity that builds on unique local features (Policy 4.2.1).

Indigenous Peoples

The Growth Plan recognizes the unique role of Indigenous peoples in the development of the region and seeks to involve Indigenous communities and organizations in economic development and to improve the capacity of these communities to participate in economic development planning. The Growth Plan encourages Indigenous participation and knowledge-sharing in existing land use planning and policy processes (Policy 7.5.1).

Infrastructure

The Growth Plan supports efficient and modern infrastructure as being critical to the future of Northern Ontario. The Plan requires that infrastructure planning, land use planning and infrastructure investments are coordinated (Policy 5.2.1), and emphasizes optimizing the transportation system, increasing access to education and training, investing in information and communications technology, maintaining the reliability of energy transmission and distribution systems, and accommodating renewable energy generation. The Plan also requires that infrastructure planning and investments contribute to a culture of conservation by utilizing approaches and technologies that reduce energy and water use, increase efficiencies, and promote intensification and brownfield site redevelopment, whenever feasible (Policy 5.2.4).

Environment

The Growth Plan supports the sustainable development of natural resources with a balanced approach to environment, social and economic health, and recognizes the need for climate change mitigation and adaptation, which is of particular importance to the North. The Plan also reflects the values and benefits that the natural environment in the North provides to people, the Northern economy and the province. Policies include protecting surface water features and groundwater features (Policy 6.3.2); incorporating climate change mitigation and adaptation considerations (Policy 6.3.3); protecting air quality, water quality and quantity, and natural heritage (Policy 6.3.4); and fostering a culture of conservation and

demonstrating environmental leadership through the adopting of sustainability practices (Policy 6.4.1).

3.4 Recent Legislative Changes

The following section discusses recent legislative changes that may impact changes to the Official Plan.

3.4.1 More Housing, More Choice Act, 2019 (Bill 108)

The Province of Ontario's Bill 108 (More Homes, More Choice Act, 2019) received Royal Assent on June 6, 2019. The Bill amends 13 different pieces of legislation that impact municipalities and land use planning processes. These include, among others, the Planning Act, Development Charges Act, Local Planning Appeal Tribunal Act, and Ontario Heritage Act.

Local Planning Decisions and Timelines

Bill 108 introduced an amendment to the Planning Act to expedite local planning decisions by establishing:

- A 120-day timeline for decisions on Official Plan Amendments (instead of 180 days);
- 90 days for Zoning By-law Amendments (instead of 150 days); and
- 120 days for Plans of Subdivision (instead of 210 days).

Appeals

New limitations have been established to restrict third party appeals on Plans of Subdivision. Further, **appeals cannot be made on a decision of the Minister regarding approval of an Official Plan.**

Amendments to the Planning Act and Local Planning Appeal Tribunal Act broaden the powers of the Local Planning Appeal Tribunal and restore the Ontario Municipal Board-era criterion of "good planning" as the basis for decisions, rather than the standard introduced in Bill 139 (Building Better Communities and Conserving Watersheds Act, 2017) of conformity and consistency with Provincial plans and policies. Restrictions on the introduction of evidence and calling and examination of witnesses at hearings created through Bill 139 (i.e. de novo hearings) are removed.

Sections 38 to 42 of the Local Planning Appeal Tribunal Act, which outlined the Planning Act appeals process, have also been repealed. Further, the Local Planning Appeal Tribunal now makes the final decision on Planning Act appeals.

Development Charges and Community Benefits Charge

Currently, development charges – the fees collected by municipalities on new developments – are used to fund “hard services” such as roads and servicing infrastructure, as well as “soft services” such as parks, community centres, libraries, and other community facilities. Under Bill 108, soft services would be removed from development charges and financed through a new “community benefits charge” (CBC) based on land value. Further, municipalities will be required to prepare a community benefits charge strategy, including consultation requirements, prior to adopting a new Community Benefits Charge By-law. The new CBC would also replace the existing density bonusing provisions under Section 37 of the Planning Act, as well as existing requirements and municipal by-laws for parkland dedication. The Province explained this provides greater certainty regarding upfront costs rather than making these matters subject to negotiation on an ad hoc basis.

Amendments to the Development Charges Act (Section 2(3.1)) exempt secondary units in prescribed classes of new residential buildings and ancillary structures. A new Section 26.2 also freezes development charge rates at the point of filing an application, rather than at the issuance of the first building permit. The timing of payment remains unchanged.

Further amendments to the Development Charges Act allow builders constructing purpose-built rentals to postpone payment of Development Charges until buildings are fully rented. Previously, these were paid when applications are filed.

Most amendments to the Planning Act and the Local Planning Appeal Tribunal Act made under Bill 108 are in full force and effect. Changes related to community benefits charges will come into force after Regulations are finalized.

Currently, the City of Kenora does not require either of these charges.

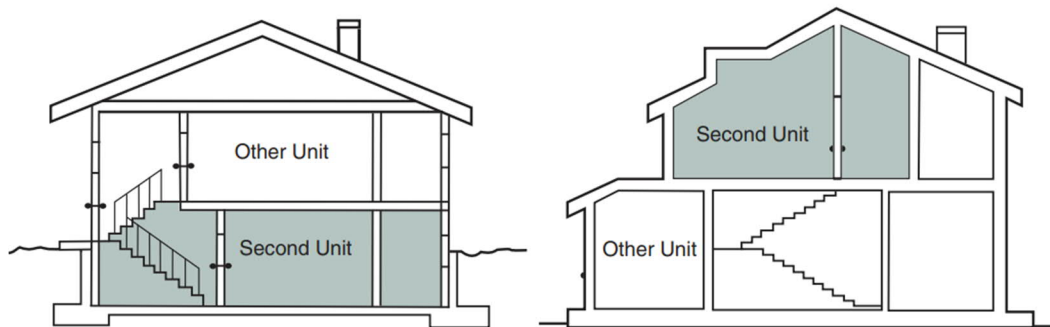
Heritage Planning

Amendments to the Ontario Heritage Act establish new, mandatory standards for designation by-laws and new time limits for confirming complete alteration and demolition applications, as well as designation decisions. Municipal decisions on designations and alterations are subject to appeals to the Local Planning Appeal Tribunal, whose decisions will be binding. The intent is to provide greater certainty when it comes to timelines and local decision-making.

3.4.2 Second Units / Additional Residential Units

Second units (also referred to as secondary dwelling units) are defined as self-contained residential units with a private kitchen, bathroom facilities and sleeping areas, within dwellings or within structures ancillary to a dwelling (e.g. a garage), as illustrated in **Figure 3-1**. Second units must comply with health, safety, and municipal property standards, including but not limited to, the Ontario Building Code, Fire Code, and municipal property standards by-laws.

Figure 3-1: Examples of second unit locations within a primary dwelling (Ministry of Municipal Affairs and Housing, 2019)



Section 16(3) of the Planning Act requires municipal Official Plans to authorize second units in detached, semi-detached and row houses if an ancillary building or structure does not contain a second unit, and in a building or structure ancillary to these housing types provided that the primary dwelling does not contain a second unit.

Under Bill 108 (More Homes, More Choices Act, 2019), this permission has been extended to authorize additional residential units in detached, semi-detached and row houses, in both the primary dwelling and ancillary buildings or structures (e.g. a coach house, above a laneway garage, or granny flat). In effect, this permits a total of three (3) residential units: two (2) residential units in a detached, semi-detached or row house (e.g. the main dwelling unit and a basement apartment), as well as one (1) additional residential unit in an ancillary building or structure (e.g. a garage).

The associated Regulations (Ontario Regulation 299/19) sets out requirements and standards to remove barriers to the establishment of additional residential units, as follows:

- One (1) parking space for each of the additional residential units which may be provided through tandem parking;
- Where a Zoning By-law requires no parking spaces for the primary residential unit, no parking spaces would be required for the additional residential units; and
- Where a Zoning By-law is passed that sets a parking standard lower than a standard of one (1) parking space for each of the additional residential units, the municipal Zoning By-law parking standard would prevail.

Currently, the Official Plan allows the development of secondary dwelling units in single, semi-detached, duplex, and multi-attached dwellings, as well as in ancillary (residential based) structures, under the General Development policies in Section 3.21 of the Official Plan. Second units are permitted in Established Area, Residential Development Area, Harbourtown Centre, and Rural Area designations.

Currently, the Zoning By-law allows the development of secondary dwelling units in the R1, R2 and R3 Zones under Section 3.28 of the Zoning By-law. The following provisions apply to secondary dwelling units:

- A maximum of one secondary dwelling unit shall be permitted in any single-detached, semi-detached, or multiple-attached dwelling, or in an accessory building.

It is recommended that the Official Plan policies and Zoning By-law provisions are updated to authorize two additional residential units in a detached, semi-detached or row house, as well as in an ancillary building or structure (e.g. a garage), where feasible as per Bill 108.



Under the “More Homes, More Choice: Ontario’s Housing Supply Action Plan” (2019), the Province has also published a helpful resource to assist property owners who are considering adding an additional residential unit to their property, entitled



"Adding a Second Unit in an Existing House: Ontario Building Code Information" (Ministry of Municipal Affairs and Housing, 2019).

3.5 Ministry of Transportation Guidelines

The Ministry of Transportation (MTO) previously had a document entitled 'Guidelines for Municipal Official Plan Preparation and Review', which was intended to assist municipalities in understanding MTO's interests in municipal Official Plans. The document included recommendations for both general and specific policies and for mapping.

The current MTO guidelines will be confirmed through the One Window pre-consultation process with the Ministry of Municipal Affairs and Housing (MMAH), and Partner Ministries. The Official Plan Review will include a review of the currently available MTO guidelines to inform any required policy updates.

3.6 Ministry of Agriculture Food and Rural Affairs Guidelines on Permitted Uses in Prime Agricultural Areas

The Ministry of Agriculture Food and Rural Affairs developed the Guidelines on Permitted Uses in Prime Agricultural Areas (Publication 851) in 2016. The Guidelines were developed to help municipalities, decision makers, farmers, and others interpret policies in the PPS (2014) on the uses permitted in prime agricultural areas. It comprises the provincial guidelines referred to in 2.3.3.1 of the PPS (which remains unchanged in the PPS 2020). The document provides guidance on:

- Agricultural, agriculture-related and on-farm diversified uses described in Policy 2.3.3. of the PPS (both 2014 and 2020)
- Removal of land for new and expanding settlement areas (PPS 2014 and 2020 Policy 2.3.5) and limited non-agricultural uses in prime agricultural areas (PPS 2014 and 2020 Policy 2.3.6)
- Mitigation of impacts from new or expanding non-agricultural uses (PPS 2014 and 2020 Policy 2.3.6.2)

The document outlines the following principles for permitted uses to allow uses in prime agricultural areas that ensure settlement areas remain the focus of growth and development:

- Agriculture remains the principal use in prime agricultural areas;
- Prime agricultural areas are protected for future generations;
- Land taken out of agricultural production, if any, is minimal;

- Regard is given to the long-term (multi-generational) impact on prime agricultural areas;
- Normal farm practices are able to continue unhindered;
- Agricultural and rural character and heritage are maintained as much as possible;
- Uses are compatible with agricultural uses;
- They make a positive contribution to the agricultural industry, either directly or indirectly; and
- Servicing requirements (e.g., water and wastewater, road access, fire services, policing) fit with the agricultural context.

The document also identifies the Official Plan and Zoning By-law as tools for implementing the PPSs permitted uses policies, the following should be considered as part of the Official Plan and Zoning By-law Review:

- Official Plan
 - State that agriculture uses, agriculture related uses, and on-farm diversified uses are permitted in prime agricultural areas;
- Zoning By-law
 - Specify setbacks for some of the permitted uses in prime agricultural areas (e.g. to protect municipal drinking water system, provide fire protection, mitigate odour, noise or dust);
 - Adopt “as-of-right” zoning for agricultural areas and other permitted uses that are clearly compatible and appropriate in prime agricultural areas. this means that landowners could establish any of these uses as long as they comply with applicable by-law requirements for the uses. For example, value-retaining uses (e.g., storage, grading, drying), home offices in existing buildings and small produce stands could be permitted as-of-right. Other uses may be located in prime agricultural areas subject to a minor variance or zoning by-law amendment to ensure issues such as site layout and traffic are compatible with surrounding agricultural uses.
 - Utilize temporary use Zoning By-laws to permit the temporary use of land, buildings or structures for up to 3-year periods. They are inappropriate for uses involving physical changes to the site, new or improved buildings or structures, or uses that result in the creation of a new lot. They are also an effective way to deal with event-type uses such as concerts, rodeos and farm shows. As a general rule, avoid using on-farm locations if these temporary



uses can be accommodated in existing facilities nearby that are designed for such uses (e.g., fairgrounds, parks and band shells).

Through the Official Plan and Zoning By-law Review, the City will be considering policies and provisions with regards to urban agriculture.

4.0 Existing Local Municipal Planning Context

In addition to the Official Plan and Zoning By-law, numerous documents prepared for and by the City of Kenora contain policy recommendations or conclusions that must be considered in the Official Plan and Zoning By-law Review. This section summarizes the structure of the current Official Plan, as well as the available documents listed below and identifies recommendations to be incorporated into Official Plan policies:

- Strategic Plan, 2017;
- Kenora Beaches Parks and Trails Plan, 2016;
- Age-Friendly Strategic Plan, 2016;
- Former Mill Site Community Improvement Plan, 2017;
- Harbourtown Centre Community Improvement Plan, 2017;
- Keewatin Community Improvement Plan, 2017;
- Asset Management Plan, 2017;
- Climate Change Adaptation and Resilience Plan, 2018;
- Harbourfront Business Development Plan, 2019; and
- Vacant Lands and Growth Strategy Report, 2020.

4.1 Strategic Plan (2017)

The City of Kenora developed a 2016-2020 Strategic Plan, dated August 2017, establishes clear vision and mission statements, values, and aspirational goals and enabling strategies to guide decision-making for the 2016-2020 period.

The **vision** for the City of Kenora, as noted in the Strategic Plan is:

"Kenora is a City of choice, renowned as a sustainable, lifestyle community supported by a Municipality committed to excellence".

The **mission** is to:

"To deliver quality, cost-effective Municipal services."

The **seven (7) values** that will guide the Strategic Plan, include:

1. Trust and Respect;
2. Communication;
3. Commitment;
4. Innovation;
5. Preparedness;
6. Fiscal Responsibility; and
7. Environmental Stewardship.

The nine (9) strategic priorities identified in the Strategic Plan are:

1. Diversify the Economy and Grow the Industrial Base
2. Reduce the Infrastructure Deficit
3. Enable Affordable Housing
4. Recruit, Develop and Retain Talented City Staff
5. Promote Recreation and Healthy Lifestyles
6. Champion Environmental Stewardship
7. Expand Tourism
8. Strengthen Cultural Relations
9. Advocate for New Funding

Of the strategic priorities, three (3) goals were identified to lay the foundation for Corporate actions/commitments the City will pursue to achieve its vision, fulfill its mission and live up to its values:

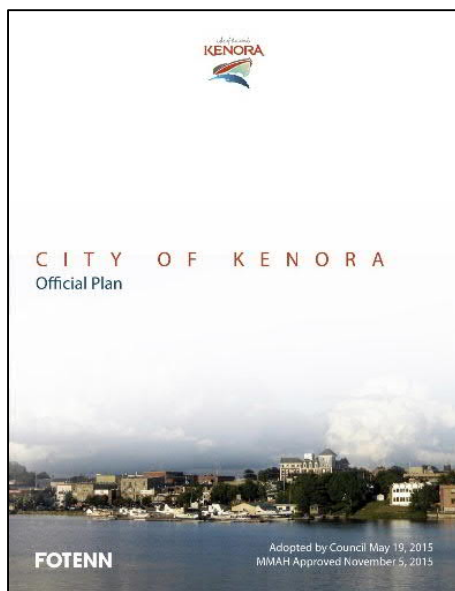
1. Develop our Economy
2. Strengthen our Foundations
3. Focus on our People

Furthermore, the City of Kenora has established the **following guiding principles** for the Develop our Economy goal:

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

- The City will forge strong, dynamic working relationships with the Kenora business community.
- The City will foster and support entrepreneurial business development for start-ups and young entrepreneurs.
- The City will promote Kenora to external investment audiences in specific sectors that provide the most promise for job growth and economic diversification.

4.2 City of Kenora Official Plan (2015)



The existing City of Kenora Official Plan was adopted on May 19, 2015 and approved by the Ministry of Municipal Affairs and Housing on November 5, 2015.

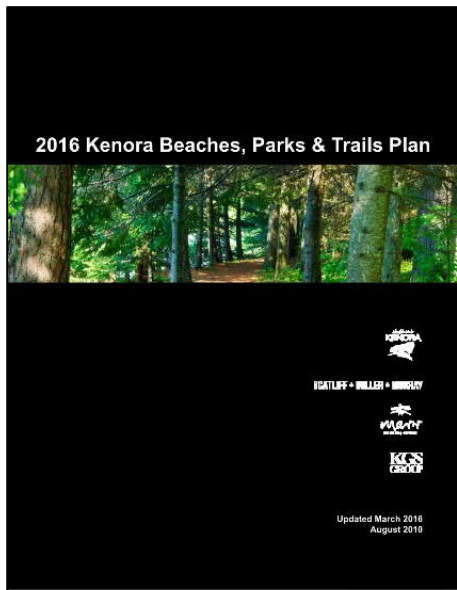
The Plan contains eight (8) sections dealing with vision, general development policies, land use designations, special policy overlaps, municipal services, transportation, implementation of the Plan, and interpretation. The Official Plan provides for a range of permitted uses within specific land use designations, as illustrated in Schedule A to the Official Plan. Appendix B to the Official Plan illustrates the Mining and Minerals.

The existing Official Plan contains the following land use designations:

- Established Area;
- Residential Development Area;
- Harbourtown Centre;
- Commercial Development Area;
- Industrial Development Area;
- Open Space;
- Railyard;
- Rural Area;
- Waste Disposal Site;
- Provincially Significant Wetlands.

The land use designations and associated policies within the Official Plan will be reviewed to determine what may be appropriate to carry forward in the updated Official Plan, and what may need to be replaced or revised based on changes to the Planning Act, the 2020 Provincial Policy Statement, and other updates to legislation.

4.3 City of Kenora Beaches Parks and Trails Plan (2016)



The purpose of the Beaches Parks and Trails Plan, prepared by Scatliff + Miller + Murray, Marr Consulting and KGS Group, is to enhance a network of on-road cycling facilities, trails and pathways that will help turn the City into a destination community. The Plan illustrates concept plans for the beaches, parks, and trails that will be implemented over time. The City will then determine projects and priorities based on a review of opportunity and maintenance capacity and/or partnerships with local organizations.

The Plan includes the following infrastructure recommendations that are most relevant to the City's Official Plan and Zoning By-law Review:

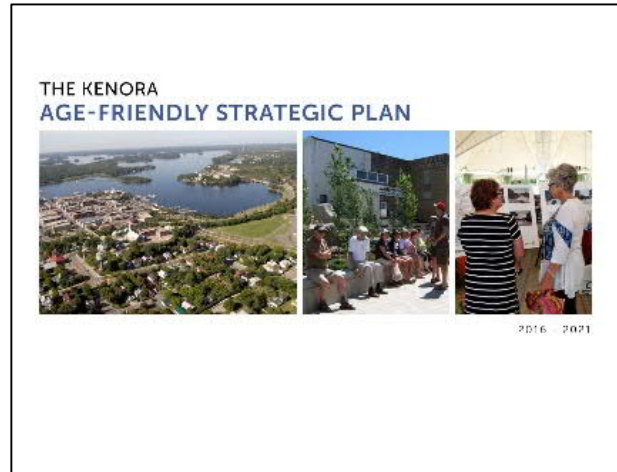
- Treatments to Implement in the Short Term
 - Recommendation #5: Designate paved shoulders for cycling especially on urban and rural roadways where vehicles are prohibited from parking on the shoulders.
 - Recommendation #6: Install ancillary facilities such as bike racks and bike lockers at high demand destinations.
 - Recommendation #8: Conduct a program of street closures on Sundays and statutory holidays during the summer season.

- Treatments to Implement in the Future
 - Recommendation #9: In the long term, the following on- and off-road facilities may be most suitable to Kenora's roadways:
 - Bike lanes and sharrows mainly in downtown core
 - Multi-use pathways and trails inside parks, recreational areas and natural settings

- Bike paths and cycle tracks along major roads
- Funding
 - Recommendation #11: Mandate the integration of alternative transportation facilities into the design of new roadways and/or road reconstruction to create long-term cost savings.
 - Recommendation #15: Encourage developers and other businesses to build active transportation facilities, possibly on a cost-sharing basis with the City. In return, these businesses might be allowed to advertise their contribution to the facility. This would help promote a sense of shared responsibility and program ownership.
- Policy, Programming, Education and Tourism
 - Recommendation #20: Plan and implement strategic additions to the trail and cycling network for the future.
 - Recommendation #21: Integrate trail and cycling network development into city planning. Include alternative transportation provisions into all future road projects. If inconsistencies in existing policies or practices begin to emerge, find positive means to adopt and change to ensure that provisions for pedestrians and cyclists become the norm.
 - Recommendation #31: Allow for continued public input into ongoing planning related to trail and cycling facilities. Public consultation should be ongoing and involve discussion of priorities for facility development. Establish formats for informal dialogue such as the use of e-mail or phone line to register problem locations.
 - Recommendation #32: Coordinate education initiatives to highlight alternative transportation. The City could work with non-governmental organizations, such as health, environmental, service and user groups, and others to include active transportation in programming for people of all ages. Educate developers and employers about the advantages of incorporating alternative and sustainable transportation into their plans and policies. Through these programs, individuals will learn the mechanics (e.g. rules of the road) and the importance of signage (e.g. “share the road” signs). City support for these programs could entail dollars and/or service and would put priority on supporting existing programs.

4.4 Age-Friendly Strategic Plan (2016)

The Age-Friendly Strategic Plan was prepared by HTFS Planning and Design in 2016. This Plan was endorsed by Council, however, is led by a grassroots committee with City representation. The purpose of the Plan is to identify opportunities for the City to become a more age-friendly city.



The Plan's key opportunities include:

- Outdoor Spaces and Buildings
 - Upgrades to sidewalks and roads;
 - Installation of effective pedestrian signalized intersections;
 - Establish Age-Friendly Priority Zones where seniors housing, services and other destinations are concentrated;
 - Implement special policies for Age-Friendly Priority Zones, such as:
 - One drop-off / loading spot shall be provided in an Age-Friendly Priority Zone (e.g. a drop-off spot should replace a few of the street parking spots on Bernier near the Whitecap Pavilion).
 - Age-Friendly Priority Zones shall be regarded as the areas of highest priority for snow clearing.
 - Snow piles shall not be permitted on an accessible parking / drop-off spot in an Age-Friendly Priority Zone.
 - The path from an accessible parking / drop-off spot to the sidewalk (including curb drops) must be kept clear of snow in an Age-Friendly Priority Zone.
 - The path from the sidewalk to the door of a seniors' apartment building, public washroom, pedestrian crosswalk, or public building must be kept clear of snow if it is within an Age-Friendly Priority Zone.
 - Ensure sidewalks are level and smooth (e.g. without heaving pavement) in Age-Friendly Priority Zones.
 - Examine the feasibility of including more than the standard number of age-friendly curb drops that are installed on sidewalks in an Age-Friendly Priority Zone (provided other road safety concerns are addressed).



- Create park spaces that are accessible and welcoming for all ages and people;
- Link trails to senior's housing;
- Establish new age-friendly community gardens; and
- Allow outdoor recreation opportunities in green spaces in close proximity to senior's housing.
- Transportation
 - Adjust transit routes so they are more age-friendly;
 - Build more shelters at bus stops; and
 - Establish a "park and ride" system for events or other places with limited parking or access.
- Housing
 - Promote construction of secondary suites;
 - Develop a plan for a Kenora Age-Friendly Village / Campus of Care, where retirement living, assisted care, memory care, and long-term care housing is all built around a central "village"; and
 - Provide incentives to encourage affordable seniors' housing and assisted living housing.

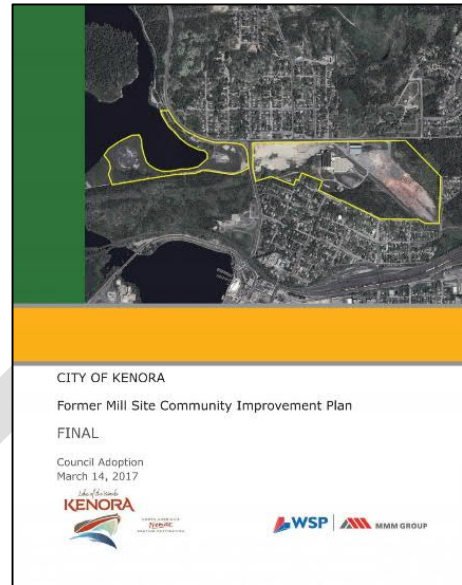
The City's Official Plan should be updated to incorporate policies that are supportive of age-friendly initiatives, infrastructure, and facilities, with a specific focus on the Age-Friendly Strategic Plan's key opportunity areas of outdoor spaces/building; transportation; and housing.

4.5 Former Mill Site Community Improvement Plan (2017)

The purpose of the Former Mill Site Community Improvement Plan (CIP) (2017) is to provide an opportunity to develop and redevelop properties within the boundaries designated as a Community Improvement Plan Project Area. The CIP provides incentives to develop and redevelop property in the form of grants, loans, and tax assistance.

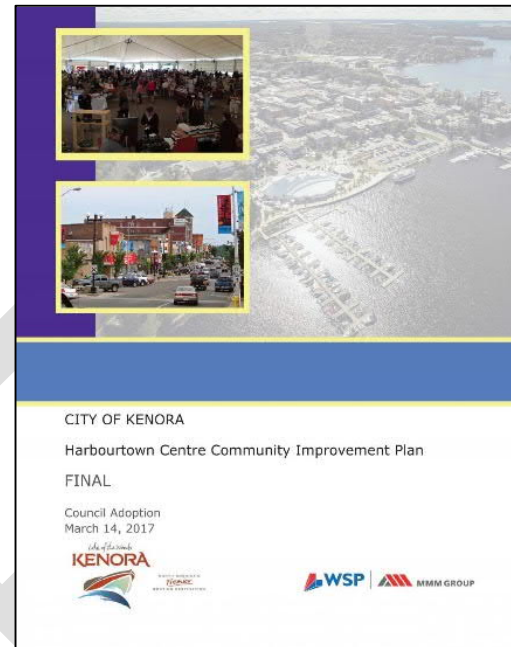
The objectives of the CIP include:

- 1) To respect and be compatible with the surrounding area and land uses.
- 2) To provide a good cross-section of employment and training opportunities for the Kenora community and Indigenous peoples.
- 3) To foster sustainable development by using land, local resources, and infrastructure efficiently.
- 4) To provide a main entrance to the site from Ninth Street North.
- 5) To integrate the site with the surrounding community by a transportation corridor through the site for all modes of transportation.
- 6) To create and maximize a strong set of financial incentives for private sector redevelopment.
- 7) To rebrand the site name and create a new community identity/placemaking.
- 8) To develop a marketing and communication strategy that is carried out through the implementation of this CIP.
- 9) To promote the use of green technologies and a zero-carbon footprint.
- 10) Encourage development of affordable housing



4.6 Harbourtown Centre Community Improvement Plan (2017)

The purpose of the Harbourtown Centre Community Improvement Plan (CIP) (2017) is to establish a program for municipal financial incentives to encourage the rehabilitation and improvement to private lands and to coordinate public and private works in a manner that will make the most efficient use of public infrastructure. The intent of the plan is to target improvements to existing buildings and properties, and towards developments in Harbourtown Centre that have an affordable housing component. The CIP provides incentives to develop and redevelop property in the form of grants, loans, and tax assistance.



The objectives of the CIP include:

- 1) To encourage the continued vitality and economic viability of the commercial core;
- 2) To stimulate new investment in public and private lands;
- 3) To encourage consistency in urban design and signage while recognizing the importance of diversity and character of the existing built form;
- 4) To create an attractive image of the City that reflects the historic character and heritage of the community;
- 5) To reinforce the commercial core as a focus for the community, including commercial and residential uses;
- 6) To improve pedestrian and vehicular connections within the area;
- 7) To provide incentives for rehabilitation of the downtown core and Harbourtown as an attractive destination for shopping, dining and sightseeing; and
- 8) To provide a mix and range of housing types that shall meet the physical and financial needs of all current and future residents, in particular the aging population and new entrants to the housing market.

4.7 Keewatin Community Improvement Plan (2017)

The purpose of the Keewatin Community Improvement Plan (CIP) (2017) is to provide an opportunity to develop and redevelop properties within the boundaries designated as a Community Improvement Plan Project Area with a focus on affordable house, streetscape and façade improvements, and brownfields. The CIP provides incentives to develop and redevelop property in the form of grants, loans, and tax assistance.

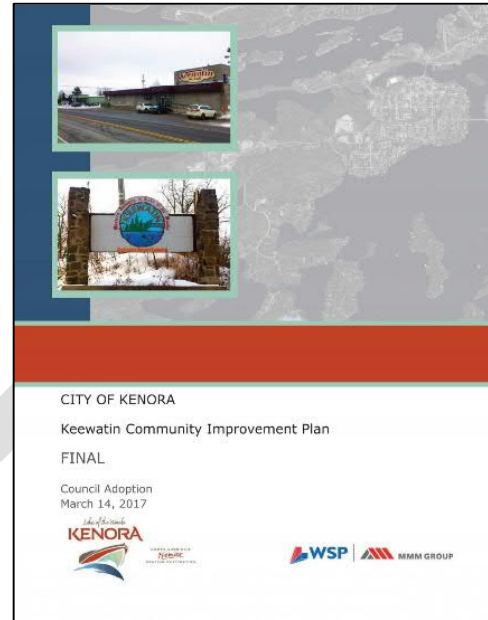
The vision of the CIP is:

“Keewatin will be a quaint, year-round healthy lifestyle community offering passive and active recreational and cultural activities that are accessible by land and by water for all to enjoy.

Its main streets will be visually appealing and vibrant, providing places to live, work, shop, and play for all members of the community.”

The goals of the CIP are:

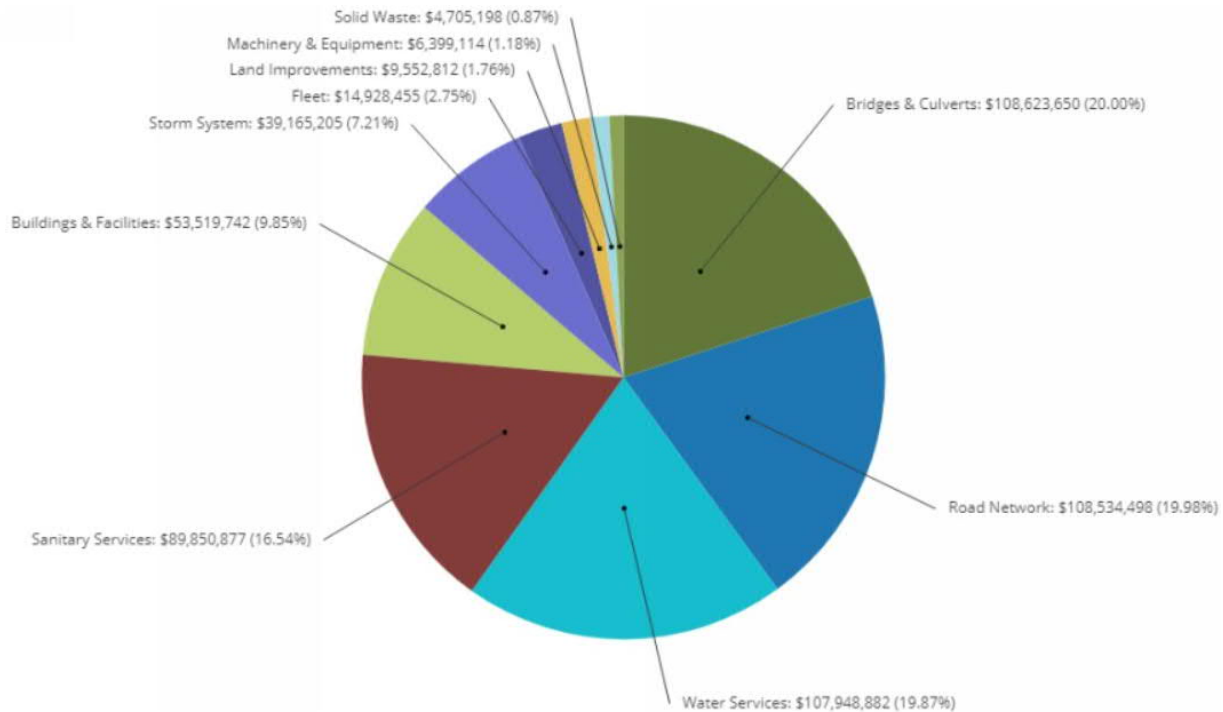
- 1) Improve streetscape and the public realm.
- 2) Encourage development of affordable housing.
- 3) Enhance existing businesses and promote establishment of new businesses and encourage the clustering of complementary uses.
- 4) Improve wayfinding.
- 5) Establish a set of design guidelines for Keewatin.



4.8 Asset Management Plan (2017)

The Asset Management Plan was prepared by Public Sector Digest (PSD) in 2017. The purpose of this Plan is to assist the City of Kenora in managing their infrastructure needs while ensuring timely investments to minimize repair and rehabilitation costs and maintain municipal assets.

The Plan identifies a series of classes for the City, of which have a total asset valuation of \$543 million (2017), of which Bridges and Culverts and the road network comprised 40%, followed by Water Services at 20% (**Figure 4-1**).

Figure 4-1: Asset Replacement Value - All Asset Classes

The Plan offers strategic recommendations for the continuous improvement of program activities and outputs. Those which are relevant to the Official Plan and Zoning By-law Review are:

- Climate Change
 - Develop policies that outline a commitment to consider the impact of climate change on existing infrastructure and future development
 - Develop disaster mitigation plans in the event of infrastructure failure

4.9 Climate Change Adaptation and Resilience Study (2018)

The City of Kenora Climate Change Adaptation and Resilience Study was prepared by PSD in 2018. The Study identifies the following climate change-related risks faced by Kenora's physical infrastructure (listed from greatest overall risk to lowest):

- Changes in precipitation patterns (increased frequency of heavy rainfall) and faster snowmelt will alter river and lake ecosystems and biodiversity through increased runoff and erosion.
- Drier conditions (changes in precipitation patterns and increased temperature) will increase risk of forest fires.

- More frequent extreme weather events (e.g. storms, severe winds) will increase instances of damage to vegetation (e.g. turf, trees, shrubs, annuals, perennials).
- Increase in the frequency and severity of winter storms and heavy rainfall may cause highway/road closures, which has the potential to isolate the community.
- Increasing rainfall frequency and intensity, and faster snowmelt will reduce the capacity of stormwater management, thus leading to more frequent instances of flooding on private and public properties.
- Heavier rainfall over a shorter time will increase stress on built infrastructure.
- More frequent extreme weather events (e.g. storms, severe winds) will increase instances of damage to built assets on public and private property.
- More frequent extreme weather events (e.g. storms, lightning, tornadoes) will increase instances of damage to utility lines resulting in prolonged power outages.
- Increase in summer temperatures leading to an increase in algal and bacteria counts affecting the water quality of rivers and lakes.
- More frequent freeze-thaw cycles which may increase instances of damage to roads and sidewalks.
- Increased demand on energy due to increased cooling needs in summer.
- Changes in seasonal temperature will lead to shifting eco-regions for flora and fauna communities and create favorable climatic conditions for more frequent and rapid spread of invasive species.
- Increased surface runoff increasing erosion and landslide risk causing damage to infrastructure (e.g. wash-out of roads, shoulders, bridges).
- More frequent extreme weather conditions causing damage to boats and marina infrastructure.
- More frequent extreme weather events (e.g. snowstorms, freezing rain, severe winds) will lead to hazardous roads, sidewalks, and pathways conditions.
- Increase in summer temperatures will increase the frequency of health and safety-related issues due to extreme heat.
- Warmer winter temperatures can create contrast between the lake and land temperatures, causing fog, which may increase road and airport/heliport hazards.
- Increased depth of frost penetration from extreme cold may lead to increased incidences of frozen pipe water mains and water pipes.

- Increase in winter temperatures will negatively impact winter-based tourism (e.g. skiing, skating).
- Increased incidences of flooding leading to exposure to illness and pathogens.

Summary of considerations:

- Outreach
 - Partner with surrounding communities and aboriginal groups to address climate change considerations in food-security communications and programming.
 - Develop an education and incentive program to promote lot level storm water controls (e.g. rain barrels, rain gardens, down spout disconnections etc.,).
 - Improve communications to local businesses on their role in the maintenance of sidewalks and appropriate application rates or best management practices (outlined in the Smart About Salt Program) during freezing rain or snow events.
 - Increase education and communication to public about invasive species (e.g. dog strangling vine, garlic mustard, round goby, zebra mussels, and quagga mussels), and the impact of climate change on invasive species.
 - Develop communications campaign with messaging to residents on lot-level resiliency actions (e.g. green roofs, shade structures, rain gardens, etc.).
- Storm water
 - Consider impacts and risks of increased disease vectors in design of storm water infrastructure (e.g. avoiding ponding/standing water).
 - Evaluate and recommend opportunities for increased storm water management capacity when redesigning parks and recreational areas to reduce flooding.
 - Develop and implement a comprehensive maintenance and inspection program and manual for storm water works.
 - Conduct storm water drainage area inspections to identify areas of potential risk for debris blockage and dams.
 - Update the inflow and infiltration reduction program as required.
 - Investigate and explore opportunities to collect and recycle water and storm water for further use in future buildings and developments.
 - Update policies and standards to consider new and emerging green technologies to manage storm water in new developments.

- Upsize storm water infrastructure as part of renewal (where possible).
- Buildings
 - Revisit building standards to reflect the community's goals to mitigate climate and its impacts, and update by-laws, development guidelines, and zoning regulations accordingly.
- Natural Areas, Vegetation and Forests
 - Increase natural/forested areas within sub watersheds with high surcharge and runoff.
 - Collect data on the urban canopy to develop baseline information and direction for a future Urban Forest Management Plan or Natural Capital Asset Management Plan.
 - Develop an Urban Forest Management Plan with specific greening strategies for areas of the City where tree canopy/greenspace is low. Work with surrounding communities to maintain natural assets – look into working out an agreement, where other communities monitor and care for assets, in exchange for using Kenora's municipal services and infrastructure.
 - Support the identification and mapping of invasive species as part of the Urban Forest Strategy.
 - Promote the planting of native vegetation along lakes, creeks and ravines to reduce erosion risk, maintenance needs, and enhance local biodiversity.
 - Increase preventative maintenance and inspection of trees on public property (e.g. tree pruning, removal of diseased/hazardous trees, proactive planting) in order to reduce damage to the urban forest caused by extreme weather events.
 - Encourage and incentivize residents to plant gardens with native species that provide habitat and enhance local biodiversity.
 - Encourage natural and constructed shade, cooling structures and spaces (e.g. recreational/sprinkler community water parks) on public and private property.
 - Develop municipal by-laws, standards, and permitting processes to advocate, enhance, and/or incentivize green space, green roofs, and tree canopy on private and public properties.
- Technology
 - Increase low impact development technologies and/or natural capital asset management practices throughout Kenora, and update engineering policies and standards as necessary.

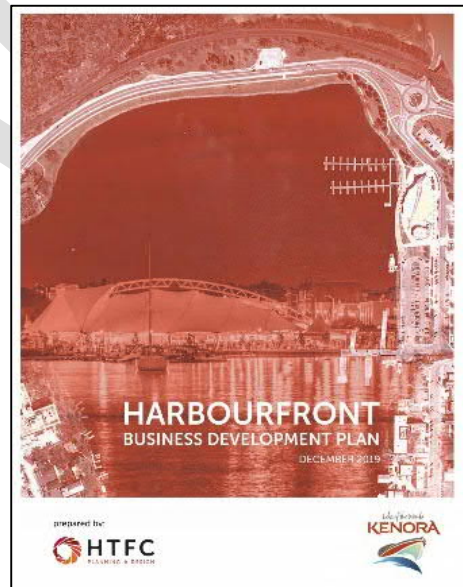
- Infrastructure
 - Develop a policy for regularly updating infrastructure design standards and repairs to reflect new climate change projections and green infrastructure technologies.
 - Investigate and apply methods of incorporating climate change considerations into infrastructure (grey, green, and urban forests) asset management. (PSD)
- Tourism
 - Assess new opportunities for different forms of tourism as a result of a changing climate.
- Weather events
 - Assess areas vulnerable to high/strong winds and develop strategies to reduce wind pressure (e.g. tree planting, pedestrian sheltering, etc.). Better understand Kenora's wind patterns, strengths, vulnerabilities, etc.

4.10 Harbourfront Business Development Plan (2019)

The Harbourfront Business Development Plan was prepared by HTFC Planning and Design. The purpose of the Plan is to identify business opportunities, examine improvements to the public realm, examine current parking inventory and analysis, and consider the lake as a natural resource.

The Plan summarizes a number of recommendations which would apply to this Zoning and Official Plan Review:

- Harbourfront Design Standards
 - Establish maximum setback requirements particularly for front yards. This would help to ensure development looks consistent and that new buildings are built right up to the sidewalk, creating a better pedestrian-oriented environment.
 - Re-evaluate building heights – as a standard, new buildings in the Harbourfront area should be a minimum of 2 storeys.
 - Consider raising the maximum building height to allow for more residential and commercial density in the Harbourtown Centre outside Harbourfront.



- Parking
 - Reducing required parking spaces in the Harbourfront and Harbourtown Centre – Because the Downtown area is accessible by pedestrians, public transit users, and boaters, parking requirements in the Downtown area should be reduced, particularly along the waterfront.
 - Remove parking spaces for dock slips in Zoning By-Law – Currently the parking requirement is one stall to be allocated to every dock slip. (3.23.1 and Table 4 of the Zoning By-law). This should only be required where there is a boat launch and it is expected that each parking spot will have full time use. Reconsider changing the ratio in areas where dock slips are used for casual visitors and there are no boat launches.
 - Update parking lot design standards in Zoning By-Law – The section on Design of Parking Areas and Spaces (3.23.4 of the Zoning By-law) should include standards for interior parking lot landscaping, pedestrian corridors, and improved street edge landscaping that could greatly improve the quality of the public realm.
 - Parking Management Plan – A case by case study of the proposed development and the actual need for off-street parking. This is a tool the City can suggest to prospective developers and encourage a holistic approach to parking needs in Harbourtown Centre. Following is a description of how it works:

An applicant may propose to the plan examiner a parking management plan prepared by a professional traffic engineer or parking consultant, documenting that a lower amount of automobile parking is adequate to meet the needs of the proposed use or combination of uses and to prevent traffic or parking congestion on surrounding streets or public lanes: because of unique patterns of peak hour use, the proximity of other public parking areas, proximity to major public transportation routes, the provision of enhanced bike parking, the use of a car share program, or other factors, without the imposition of additional parking management tools. If the plan examiner concludes that the proposed parking management plan will provide automobile parking adequate to meet the needs of the proposed use or combination of uses and to prevent traffic or parking congestion on surrounding streets and public lanes, the plan examiner may approve the parking management plan and may reduce the amount of required off-street parking required to conform with the approved plan.



- Other
 - Consideration for Bicycle Storage and Facilities – Currently, there are no provisions in the Zoning By-Law for cycling infrastructure. New development in the Harbourtown Centre could be required to provide infrastructure such as bicycle racks or storage. This would help to incentivize cycling in the area and therefore help to facilitate reductions in automobile infrastructure.
 - Consideration for all new developments to provide accessible walkways to public sidewalks and waterfront areas.
 - Consideration that shoreline areas, other than those developed for public use, be kept naturalized – in the Zoning By-Law Section 3.30 (Setback from Watercourses and Waterbodies), there is no requirement that land within the setback area be kept naturalized.
 - Consideration for foundation plantings and other beautification standards in the Harbourtown Centre.
 - Waterfront Walkway for Harbourtown Centre – When a new use commences in a new or existing building located on the waterfront in Harbourtown Centre an easement will be established for the purposes of a waterfront walkway.

4.11 Population and Employment Projections (2020)

On July 21, 2020, City staff presented the Population and Employment Projections Memorandum to Council, which was prepared by Urban Systems.

Urban Strategies collected population projection data from Environics Analytics (Environics) for Kenora and used Environics' assumed growth rate for the City to create different projection scenarios. The forecasts have been prepared by 5-year intervals corresponding with the Environics' data. For the purpose of updating the City's Official Plan, the growth outlook is translated to a 2019 to 2039 or a 20 year planning period. **The population is estimated to increase between 1,049 and 1,434 people over the next 20 years, with a percentage change between 6.6% and 8.3% (Table 4-1).**

Table 4-1: Kenora Population Projections 2019 -2039

Year	Environics Growth Rate	Growth Rate (High)	Growth Rate (Average)	Growth Rate (Low)
2019	15,937	15,937	15,937	15,937
2024	16,195	16,234	16,195	16,156
2029	16,505	16,592	16,505	16,419
2039	17,177	17,371	17,177	16,986

It is estimated that Kenora will need to develop an additional 456 (low) to 623 (high) dwellings to accommodate the projected growth in the community. However, it is important to recognize that “Kenora currently has an existing housing shortage for market, affordable and social housing. This means that projected housing needs would be required on top of the existing housing shortage within the community” (Urban Systems, 2020). **The estimated land required to accommodate the forecasted residential dwelling development ranges from 34.1 ha to 46.7 ha** as indicated in **Table 4-2**.

Table 4-2: Kenora Residential Land Needs 2019-2039

Housing Type	Land Needs Low	Land Needs Medium	Land Needs High
Low-Density	29.6 ha (74.1 ac)	35 ha (86.4 ac)	40.5 ha (100 ac)
High-Density	4.5 ha (11.1 ac)	5.4 ha (13.3 ac)	6.2 ha (15.3 ac)
Total	34.1 ha (81.2 ac)	40.4 ha (99.7 ac)	46.7 ha (115.3 ac)

For the purpose of the Official Plan and Zoning By-law Review, the Land Needs Medium will be used.

As per **Table 4-3** employment projections, future employment growth areas include:

- **Health and social services with a projected annual change between 27 and 40.8 jobs;**
- **Education with a projected annual change between 10 and 14.88 jobs;**
- **Accommodation and food with a projected annual change between 8 and 11.28 jobs;**
- **Retail trade with a projected annual change between 7 and 10.32 jobs;**
- **Construction with a projected annual change between 9 and 13.92 jobs;**
and
- **Professional services with a projected annual change between 7 and 10.56 jobs.**

However, it is to be noted that regional development, primarily regarding the Ring of Fire mineral deposit and other resource activities, could influence employment growth particularly in the mining, construction and professional service industries.

Table 4-3: Kenora Employment Projections 2021-2026

2021 to 2026	Projected Annual Change in Employment		
	Slower	Historical (2016 to 2021)	Accelerated
Agriculture, other primary	-1	-1	-1.2
Mining, oil & gas	0	0	0
Utilities	0	0.6	0.72
Construction	9	11.6	13.92
Manufacturing'	-1	-1	-1.2
Wholesale trade	4	5.2	6.24
Retail trade	7	8.6	10.32
Transportation, warehousing	2	2.8	3.36
Information, culture	0	0.6	0.72
Finance, insurance	3	4.2	5.04
Professional, scientific, technical services	7	8.8	10.56
Other business services	3	3.6	4.32
Education	10	12.4	14.88
Health, social services	27	34	40.8
Arts, entertainment, recreation	2	3	3.6
Accommodation, food	8	9.4	11.28
Other services	0	0.4	0.48
Government	4	5.4	6.48

Based on the above noted population, housing and employment projects, the following considerations are provided as part of the Strategy:

- **Residential** - Kenora's surplus vacant lands that are suitable for residential development should be prioritized and zoned appropriately, including an emphasis on enabling higher residential densities where possible.
- **Employment** - Kenora's surplus lands that are suitable as employment areas, specifically within the townsite, should be prioritized for commercial, office and other small, medium and large format retail uses.
- **Institutional** - Kenora's surplus lands should be assessed for their potential to accommodate larger institutional uses, including new health facilities, post-secondary and other institutional and supportive uses.

- **Industrial and Service Commercial** - Kenora's surplus lands, particularly larger sites on the fringe with direct or secondary access to highways, should be prioritized for such uses. However, between the Abitibi and airport industrial lands, there may be an existing surplus of such industrial and service commercial lands at this point in the time.

These results provide the basis for updating the Official Plan policies to manage growth and land use in Kenora to a 2039 planning horizon.

5.0 As we heard it

WSP's Note: This section will be updated with the online survey results.

6.0 Conclusion

This Background Report is intended to provide background information and to guide the review of the City of Kenora Official Plan and Zoning By-law. The recommendations of the numerous completed studies that have identified in this report will be carried forward into the Official Plan as policies, as appropriate. New and update Official Plan policies will be implemented through the Zoning By-law Review which is concurrent to the Official Plan Review. In addition, other key provincial legislation and policies, including the 2020 Provincial Policy Statement will need to be implemented in the new Official Plan.

As identified in the Urban Systems Vacant Lands and Growth Strategy Report growth was forecasted for the next 20 years. However, based on the PPS, the Official Plan could consider up to a 25 year planning horizon. The following are the key findings of the Report:

- The total population is estimated to increase between 1,049 and 1,434 people over the next 20 years, with a percentage change between 6.6% and 8.3%.
- Kenora is estimated to require an additional 456 (low) to 623 (high) dwellings to accommodate for the projected population growth.
- The estimated land required to accommodate the forecasted residential dwelling development ranges from 34.1 ha to 46.7 ha.
- Employment projections for 2021 and 2026 include the following future employment growth areas:
 - Health and social services with a projected annual change between 27 and 40.8 jobs;
 - Education with a projected annual change between 10 and 14.88 jobs;



- Accommodation and food with a projected annual change between 8 and 11.28 jobs;
- Retail trade with a projected annual change between 7 and 10.32 jobs;
- Construction with a projected annual change between 9 and 13.92 jobs; and
- Professional services with a projected annual change between 7 and 10.56 jobs.

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Appendix A:
2020 Provincial Policy Statement Review Table

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Appendix A – 2020 Provincial Policy Statement Review Table

The 2020 Provincial Policy Statement (PPS) replaced the 2014 PPS and came into effect on May 1, 2020. It is our understanding the existing Official Plan (OP) was updated in 2017/18 to conform to the 2014 PPS.

The following table summarizes new and/or revised PPS policies that are relevant to the City, and identifies applicable sections of the City's in-effect Official Plan.

The **blue** text in the 'Section and Policy' column indicates significant new information added, as per the 2020 PPS update. The ~~strikethrough~~ text notes text from the 2014 PPS that has been removed, as per the 2020 PPS update.

The 'Issues to be Addressed' column identifies PPS policy issues to be addressed through the Official Plan Review. Text identified in **red** are proposed policy issues to be addressed through the Official Plan Review.

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
1.0 Building Strong Healthy Communities		
1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns		
1.1.1 Healthy, liveable and safe communities are sustained by: b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing , affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs; [...]	3.2 Affordable Housing 3.21 Secondary Dwelling Units	Review policies for potential opportunities to increase multi-unit housing and other options for housing.
e) promoting the integration of land use planning, growth management, transit-	2.2.1 Principle 1 – Sustainable Development	Principles 1 and 8 include ensuring that growth and development occurs

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs; [...]</p>	<p>2.2.8 Principle 8 - Multi-Modal Transportation System</p>	<p>through sustainable and economically viable land use development patterns and ensuring that effective infrastructure services will be provided in a cost-efficient manner. No changes required.</p>
<p>i) preparing for the regional and local impacts of a changing climate</p>	<p>2.2.2 Principle 2 - Natural Environment</p>	<p>Consider adding objectives that reflect the considerations outlined in the Climate Change Adaptation and Resilience Plan.</p> <p>Consider adding a new section for the Changing Climate.</p>
<p>1.1.2 Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years, informed by provincial guidelines. However, where an alternate time period has been established for specific areas of the Province as a result of a provincial planning exercise or a provincial plan, that time frame may be used for municipalities within the area.</p> <p>Within settlement areas, sufficient land shall be made available through intensification and redevelopment and, if necessary, designated growth areas.</p> <p>Nothing in policy 1.1.2 limits the planning for infrastructure, public service facilities</p>	<p>1.1 Purpose of the Official Plan</p> <p>1.3.1 The Challenge Ahead – Kenora’s Growth Strategy</p>	<p>Consider updating language to reflect a time horizon of up to 25 years, as opposed to 20 years.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>and employment areas beyond a 25-year time horizon.</p>		
<p>1.1.3.2 Land use patterns within settlement areas shall be based on densities and a mix of land uses which:</p> <p>d) prepare for the impacts of a changing climate;</p> <p>Land use patterns within settlement areas shall also be based on a range of uses and opportunities for intensification and redevelopment in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.</p>	<p>3.3 Air Quality and Climate Change</p>	<p>Consider including policies to reduce or minimize the adverse impacts associated with climate change.</p>
<p>1.1.3.3 Planning authorities shall identify appropriate locations and promote opportunities for transit-supportive development, accommodating a significant supply and range of housing options through intensification and redevelopment where this can be accommodated taking into account existing building stock or areas, including brownfield sites, and the availability of suitable existing or planned infrastructure and public service facilities required to accommodate projected needs.</p> <p>Intensification and redevelopment shall be directed in accordance with the policies of</p>	<p>Various</p>	<p>OP identifies the settlement area as an appropriate location for intensification. Consideration should be given to add more policy to continue to monitor the supply of residentially-designated land within the City and the range of housing produced by type, tenure, and affordability.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.</p>		
<p>1.1.3.8 A planning authority may identify a settlement area or allow the expansion of a settlement area boundary only at the time of a comprehensive review and only where it has been demonstrated that:</p> <p>a) sufficient opportunities to accommodate growth and to satisfy market demand are not available through intensification, redevelopment and designated growth areas to accommodate the projected needs over the identified planning horizon;</p> <p>In determining the most appropriate direction for expansions to the boundaries of settlement areas or the identification of a settlement area by a planning authority, a planning authority shall apply the policies of Section 2: Wise Use and Management of Resources and Section 3: Protecting Public Health and Safety.</p> <p>In undertaking a comprehensive review, the level of detail of the assessment should correspond with the complexity and scale of the settlement boundary expansion or development proposal.</p>	<p>Various</p>	<p>OP identifies settlement area as appropriate location for intensification and areas with adequate servicing for potential expansion. No changes required.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>1.1.3.9 Notwithstanding policy 1.1.3.8, municipalities may permit adjustments of settlement area boundaries outside a comprehensive review provided:</p> <ul style="list-style-type: none"> a) there would be no net increase in land within the settlement areas; b) the adjustment would support the municipality's ability to meet intensification and redevelopment targets established by the municipality; c) prime agricultural areas are addressed in accordance with 1.1.3.8 (c), (d) and (e); and d) the settlement area to which lands would be added is appropriately serviced and there is sufficient reserve infrastructure capacity to service the lands. 	<p>Various</p>	<p>OP intends to maintain an adequate supply of lands and permit the conversion of lands to other uses only at the time of a comprehensive review. No changes required.</p>
<p>1.1.5.2 On rural lands located in municipalities, permitted uses are:</p> <ul style="list-style-type: none"> a) the management or use of resources; b) resource-based recreational uses (including recreational dwellings); c) residential development, including lot creation, that is locally appropriate; d) agricultural uses, agriculture-related uses, on-farm diversified uses and normal farm practices, in accordance with provincial standards; e) home occupations and home industries; f) cemeteries; and 	<p>4.8 Rural Area 4.8.1 Permitted Uses</p>	<p>Consider including a policy that allows lot creation that is locally appropriate in rural areas.</p> <p>OP includes a variety of agricultural permitted uses in rural areas. Consideration for inclusion of a reference to "in accordance with provincial standards" under 4.8.1.e.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
g) other rural land uses.		
1.2 Coordination		
<p>1.2.1 A coordinated, integrated and comprehensive approach should be used when dealing with planning matters within municipalities, across lower, single and/or upper-tier municipal boundaries, and with other orders of government, agencies and boards including:</p> <p>a) managing and/or promoting growth and development that is integrated with infrastructure planning;</p> <p>h) addressing housing needs in accordance with provincial policy statements such as the Policy Statement: Service Manager Housing and Homelessness Plans.</p>	<p>4.1.2 Established Area Policies</p> <p>4.2.2 Residential Development Area Policies</p> <p>5.4.1 Redevelopment Lands</p> <p>5.4.2 New Development Lands</p> <p>6.1 Municipal Services</p>	<p>OP directs the development of new housing towards locations where appropriate levels of infrastructure and municipal services are available. No change required.</p> <p>OP policies included to ensure that the existence of a municipal services does not entitle, justify, or otherwise permit the creation of a new use or the expansion of an existing use that is otherwise inconsistent with this OP. No change required.</p>
<p>1.2.2 Planning authorities shall engage with Indigenous communities and coordinate on land use planning matters.</p>	<p>2.2.9 Principle 9 – Community and Aboriginal Engagement</p>	<p>The OP includes objectives for Indigenous engagement, however, consider providing policy related to engaging with Indigenous communities and coordination on land use planning matters.</p>
<p>1.2.6 Land Use Compatibility</p> <p>1.2.6.1 Major facilities and sensitive land uses shall be planned and developed to avoid, or if avoidance is not possible, minimize and mitigate any potential adverse effects from odour, noise and other contaminants, minimize risk to public health and safety, and to ensure the long-term operational and</p>	<p>3.15 Land Use Compatibility</p>	<p>OP identifies that mitigation measures are encouraged when odour, noise and other contaminants are present. No change required.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>economic viability of major facilities in accordance with provincial guidelines, standards and procedures.</p> <p>1.2.6.2 Where avoidance is not possible in accordance with policy 1.2.6.1, planning authorities shall protect the long-term viability of existing or planned industrial, manufacturing or other uses that are vulnerable to encroachment by ensuring that the planning and development of proposed adjacent sensitive land uses are only permitted if the following are demonstrated in accordance with provincial guidelines, standards and procedures:</p> <ul style="list-style-type: none"> a) there is an identified need for the proposed use; b) alternative locations for the proposed use have been evaluated and there are no reasonable alternative locations; c) adverse effects to the proposed sensitive land use are minimized and mitigated; and d) potential impacts to industrial, manufacturing or other uses are minimized and mitigated. 	<p>3.15 Land Use Compatibility</p>	<p>Consider include a policy to address this section of the PPS.</p>
<p>1.3 Employment</p>		
<p>1.3.1 Planning authorities shall promote economic development and competitiveness by:</p> <ul style="list-style-type: none"> a) providing for an appropriate mix and range of employment, institutional, and 	<p>2.2.4 Principle 4 – Diversified Economy</p> <p>8.2 Community Improvement</p>	<p>OP identifies strategic sites through designations in order to promote economic development. No changes required.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>broader mixed uses to meet long-term needs;</p> <p>c) facilitating the conditions for economic investment by identifying strategic sites for investment, monitoring the availability and suitability of employment sites, including market-ready sites, and seeking to address potential barriers to investment;</p> <p>d) encouraging compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities, with consideration of housing policy 1.4; [...]</p>		
<p>1.3.2.2</p> <p>At the time of the official plan review or update, planning authorities should assess employment areas identified in local official plans to ensure that this designation is appropriate to the planned function of the employment area.</p> <p>Employment areas planned for industrial and manufacturing uses shall provide for separation or mitigation from sensitive land uses to maintain the long-term operational and economic viability of the planned uses and function of these areas.</p>	Various	Consider a review of employment areas as part of the OP review.
<p>1.3.2.3</p> <p>Within employment areas planned for industrial or manufacturing uses, planning authorities shall prohibit residential uses and prohibit or limit other sensitive land</p>	4.5 Industrial Development Area	Consider adding policies that pertain to the use of design guidelines for industrial development that address items such as massing, façade treatment, and landscaping.

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>uses that are not ancillary to the primary employment uses in order to maintain land use compatibility.</p> <p>Employment areas planned for industrial or manufacturing uses should include an appropriate transition to adjacent non-employment areas.</p>		<p>Consider revising policy 4.5.1.f. to prohibit residential development opposed to stating "Residential development shall not be permitted in conjunction with industrial development unless Council is satisfied that the residential component is a necessary component of the industrial use such as a caretaker's residence. Severances of the residential uses shall not be permitted."</p> <p>Consider requiring employment areas planned for industrial and manufacturing uses to justify appropriate transition to adjacent non-employment areas.</p>
<p>1.3.2.4 Planning authorities may permit conversion of lands within employment areas to non-employment uses through a comprehensive review, only where it has been demonstrated that the land is not required for employment purposes over the long term and that there is a need for the conversion.</p> <p>1.3.2.5 Notwithstanding policy 1.3.2.4, and until the official plan review or update in policy</p>	<p>4.5 Industrial Development Area</p>	<p>Section 4.5.2, Policy d) of the OP speaks to the considerations any proposals to convert Industrial Development Area to other purposes shall have. No change required.</p> <p>Consider adding additional considerations to the above noted policy to speak to provincially significant areas as identified in 1.3.2.5.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>1.3.2.4 is undertaken and completed, lands within existing employment areas may be converted to a designation that permits non-employment uses provided the area has not been identified as provincially significant through a provincial plan exercise or as regionally significant by a regional economic development corporation working together with affected upper and single-tier municipalities and subject to the following:</p> <ul style="list-style-type: none"> a) there is an identified need for the conversion and the land is not required for employment purposes over the long term; b) the proposed uses would not adversely affect the overall viability of the employment area; and c) existing or planned infrastructure and public service facilities are available to accommodate the proposed uses. 		
<p>1.3.2.7 Planning authorities may plan beyond 2025 years for the long-term protection of employment areas provided lands are not designated beyond the planning horizon identified in policy 1.1.2.</p>	<p>1.1 Purpose of the Official Plan</p> <p>1.3.1 The Challenge Ahead – Kenora’s Growth Strategy</p>	<p>Consider planning for beyond 25 years for the long-term protection of employment areas, as per the 25-year planning horizon.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
1.4 Housing		
<p>1.4.1 To provide for an appropriate range and mix of housing options and densities required to meet projected requirements of current and future residents of the regional market area, planning authorities shall:</p> <p>a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment and, if necessary, lands which are designated and available for residential development; and</p> <p>b) maintain at all times where new development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.</p> <p>Upper-tier and single-tier municipalities may choose to maintain land with servicing capacity sufficient to provide at least a five-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.</p>	<p>1.3.1 The Challenge Ahead – Kenora’s Growth Strategy</p> <p>1.4 Settlement Area</p>	<p>Provide the ability to accommodate residential growth for a minimum of 15 years instead of 10 years, as outlined in Section 1.3.1 in the OP.</p> <p>Include a policy to maintain a minimum 5-year supply of residential land with servicing capacity through lands zoned to facilitate residential intensification and redevelopment.</p>
1.4.3	3.2 Affordable Housing	Consider including a policy which identifies a minimum target for

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area by:</p> <p>a) establishing and implementing minimum targets for the provision of housing which is affordable to low and moderate income households and which aligns with applicable housing and homelessness plans.</p>		<p>housing which is affordable to low or moderate income households.</p>
<p>1.6 Infrastructure and Public Service Facilities</p>		
<p>1.6.4 Infrastructure and public service facilities should be strategically located to support the effective and efficient delivery of emergency management services, and to ensure the protection of public health and safety in accordance with the policies in Section 3.0: Protecting Public Health and Safety.</p>	<p>3.20 Public Uses</p>	<p>Consider revising public use to include emergency services. As well as policies which speak to supporting effective and efficient delivery of emergency services.</p>
<p>1.6.6.1 Planning for sewage and water services shall:</p> <p>a) accommodate forecasted growth in a manner that promotes the efficient use and optimization of existing: ...</p> <p>b) ensure that these systems are provided in a manner that:</p> <p>1. can be sustained by the water resources upon which such services rely;</p>	<p>Section 6 Municipal Services</p>	<p>Consider including policies which prepare municipal services for the impacts of a changing climate.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>2. prepares for the impacts of a changing climate;</p> <p>3. is feasible and financially viable over their lifecycle; and ...</p> <p>e) be in accordance with the servicing hierarchy outlined through policies 1.6.6.2, 1.6.6.3, 1.6.6.4 and 1.6.6.5. For clarity, where municipal sewage services and municipal water services are not available, planned or feasible, planning authorities have the ability to consider the use of the servicing options set out through policies 1.6.6.3, 1.6.6.4, and 1.6.6.5 provided that the specified conditions are met.</p>		
<p>1.6.6.3 Where municipal sewage services and municipal water services are not available, planned or feasible, private communal sewage services and private communal water services are the preferred form of servicing for multi-unit/lot development to support protection of the environment and minimize potential risks to human health and safety.</p>	<p>6.2 Private Services</p>	<p>Section 6.2, Policy h) of the OP states, "New residential development serviced by communal water and sewage services will not be permitted." Consideration should be given to revising this policy to address the preferred form of servicing for multi-unit/lot development where municipal sewage services and municipal water services are not available.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>1.6.6.4 Where municipal sewage services and municipal water services or private communal sewage services and private communal water services are not available, planned or feasible, individual on-site sewage services and individual on-site water services may be used provided that site conditions are suitable for the long-term provision of such services with no negative impacts. In settlement areas, individual on-site sewage services and individual on-site water services may be used for infilling and minor rounding out of existing development.</p> <p>At the time of the official plan review or update, planning authorities should assess the long-term impacts of individual on-site sewage services and individual on-site water services on the environmental health and the character of rural settlement areas. Where planning is conducted by an upper-tier municipality, the upper-tier municipality should work with lower-tier municipalities at the time of the official plan review or update to assess the long-term impacts of individual on-site sewage services and individual on-site water services on the environmental health and the desired character of rural settlement areas and the feasibility of other forms of servicing set out in policies 1.6.6.2 and 1.6.6.3.</p>	<p>Section 6 Municipal Services</p>	<p>Assess the long-term impacts on individual on-site sewage services and individual on on-site sewage services and individual on-site water services.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>1.6.6.5 [...] Where partial services have been provided to address failed services in accordance with subsection (a), infilling on existing lots of record in rural areas in municipalities may be permitted where this would represent a logical and financially viable connection to the existing partial service and provided that site conditions are suitable for the long-term provision of such services with no negative impacts. In accordance with subsection (a), the extension of partial services into rural areas is only permitted to address failed individual on-site sewage and individual on-site water services for existing development.</p>	<p>6.2 Private Services</p>	<p>Considering adding a policy which speaks to when partial services have been provided to address failed services.</p>
<p>1.6.6.7 Planning for stormwater management shall: a) be integrated with planning for sewage and water services and ensure that systems are optimized, feasible and financially viable over the long term; b) minimize, or, where possible, prevent increases in contaminant loads; c) minimize erosion and changes in water balance, and prepare for the impacts of a changing climate through the effective management of stormwater, including the use of green infrastructure; d) mitigate risks to human health, safety, property and the environment;</p>	<p>3.18 Surface and Groundwater Water Quality</p>	<p>The last paragraph of Section 3.18 should be revised per PPS 1.6.6.7.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>e) maximize the extent and function of vegetative and pervious surfaces; and f) promote stormwater management best practices, including stormwater attenuation and re-use, water conservation and efficiency, and low impact development.</p>		
<p>1.6.8 Transportation and Infrastructure Corridors</p> <p>1.6.8.5 The co-location of linear infrastructure should be promoted, where appropriate.</p>	Section 7 Transportation	<p>Consider providing policy that states the co-location of linear infrastructure should be promoted, where appropriate.</p>
<p>1.6.11 Energy Supply</p> <p>1.6.11.1 Planning authorities should provide opportunities for the development of energy supply including electricity generation facilities and transmission and distribution systems, district energy, and renewable energy systems and alternative energy systems, to accommodate current and projected needs.</p>	3.10 Energy	<p>OP addresses energy conservation and supports and encourages alternative energy systems and renewable energy sources for both residential and non-residential developments. No changes required.</p>
<p>1.7 Long-Term Economic Prosperity</p>		
<p>1.7.1 Long-term economic prosperity should be supported by:</p> <p>...</p> <p>b) encouraging residential uses to respond to dynamic market-based needs and provide necessary housing supply and range of housing options for a diverse workforce;</p> <p>i) sustaining and enhancing the viability of the agricultural system through protecting</p>	<p>2.2.1 Principle 1 – Sustainable Development</p> <p>2.2.2 Principle 2 – Natural Environment</p> <p>2.2.6 Principle 6 – Complete Communities</p>	<p>The OP contains various goals as outlined in Sections 2.2.1, 2.2.2, and 2.2.6 which speak to housing, agriculture protection, and energy conservation. No change required.</p>

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
<p>agricultural resources, minimizing land use conflicts, providing opportunities to support local food, and maintaining and improving the agri-food network;</p> <p>j) promoting energy conservation and providing opportunities for development of renewable increased energy systems and alternative energy systems, including district energy supply;</p>		
1.8 Energy Conservation, Air Quality and Climate Change		
<p>1.8.1 Planning authorities shall support energy conservation and efficiency, improved air quality, reduced greenhouse gas emissions, and preparing for the impacts of a changing climate through land use and development patterns which:</p> <p>e) encourage transit-supportive development and intensification to improve the mix of employment and housing uses to shorten commute journeys and decrease transportation congestion</p> <p>f) promote design and orientation which maximizes energy efficiency and conservation, and considers the mitigating effects of vegetation and green infrastructure; and</p>	3.10 Energy	OP addresses energy conservation and supports and encourages alternative energy systems and renewable energy sources for both residential and non-residential developments. No changes required.
2.0 Wise Use and Management Resources		
2.2 Water		
2.2.1 Planning authorities shall protect, improve or restore the quality and quantity of water by:	3.3 Air Quality and Climate Change	Consider policies regarding evaluating and preparing for the impacts of a

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
c) evaluating and preparing for the impacts of a changing climate to water resource systems at the watershed level;	3.18 Surface and Groundwater Water Quality	changing climate to water resource systems at the watershed level.
2.3 Agriculture		
2.3.2 Planning authorities are encouraged to use an agricultural system approach to maintain and enhance the geographic continuity of the agricultural land base and the functional and economic connections to the agri-food network.	4.8 Rural Area	There are no designated prime agricultural lands in the City, however agricultural type uses are permitted in the Rural area. Policies will need to be updated to reflect OMAFRA's 2016 Guidelines for Permitted Uses in Agricultural Areas.
2.3.3.3 New land uses in prime agricultural areas, including the creation of lots and new or expanding livestock facilities, shall comply with the minimum distance separation formulae.	3.15.1 Agricultural Uses and Cemeteries	The OP includes policies for agricultural uses which require them to meet the minimum distance separation requirements. No changes required.
2.5 Mineral Aggregate Resources		
2.5.2.4 Mineral aggregate operations shall be protected from development and activities that would preclude or hinder their expansion or continued use or which would be incompatible for reasons of public health, public safety or environmental impact. Existing mineral aggregate operations shall be permitted to continue without the need for official plan amendment, rezoning or development permit under the Planning Act. Where the Aggregate Resources Act applies, only processes under the Aggregate Resources Act shall address the depth of	5.5 Aggregate and Mineral Resources	The OP includes policies for mineral aggregate resources. No changes required.

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
extraction of new or existing mineral aggregate operations. When a license for extraction or operation ceases to exist, policy 2.5.2.5 continues to apply.		
2.6 Cultural Heritage and Archaeology		
2.6.5 Planning authorities shall engage with Indigenous communities and consider their interests when identifying, protecting and managing cultural heritage and archaeological resources.	5.2 Cultural Heritage Resources	The OP recognizes the interest of local Indigenous communities in conserving cultural heritage and archeological resources. However, consideration should be given to including policies which require engagement with Indigenous communities.
3.0 Protecting Public Health and Safety		
3.2 Human-Made Hazards		
3.2.3 Planning authorities should support, where feasible, on-site and local re-use of excess soil through planning and development approvals while protecting human health and the environment.	Various	Consider adding policies related to on-site and local re-use of excess soil through planning and development approvals in the OP.
4.0 Implementation and Interpretation		
Some polices have been removed/ revised. However, no significant changes to note.	n/a	No change required.
5.0 Figure 1 Natural Heritage Protection Line		
n/a	n/a	n/a
6.0 Definitions		
Numerous definition changes.	Section 9 Interpretation	The Official Plan does not include a definitions section. A statement should be included which refers to the

2020 PPS Section and Policy	Relevant Existing OP Section	Issues to be Addressed
		<p>definitions of the PPS and that they apply to the OP.</p> <p>Ensure policies align with new PPS definitions.</p>



Appendix B:
Community Engagement Plan

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MEMO

TO: Kevan Sumner, City Planner
FROM: Nadia De Santi, MCIP, RPP, Senior Project Manager
SUBJECT: **City of Kenora Comprehensive Official Plan and Zoning By-law Review 2020-2021**
Community Engagement Plan
DATE: September 15, 2020

This Community Engagement Plan has been prepared to elaborate on the approach, methods, and specific tools described in our proposal to undertake a comprehensive review of the Official Plan (OP) and Zoning By-law (ZBL) for the City of Kenora.

1.0 Indigenous Community Engagement

In order to meet the City’s “duty to consult” responsibilities for engaging with Indigenous communities, we will lead the Indigenous engagement and conduct early outreach to Grand Council Treaty 3, Rat Portage – Wauzhushk Onigum, the Dalles –Ochiichagwe’Babigo’ining, and Washagamis Bay – Obashkaandagaang, which are within and/or adjacent to the City’s boundary. This will allow us to inform the communities of the project initiation and seek input on how they would like to be engaged.

We will call each Indigenous community and follow up with an email. If in-person meetings occur, we would offer to meet the key Indigenous members on the community’s land to determine how they would like to be involved and to engage in a dialogue about what their vision is for their lands(Task 2.4). Our work plan shows individual meetings with the four (4) Indigenous communities as part of the Optional Trip 1, and a second round of meetings as part of the Optional Trip 2.

The following table includes the contact information for the Indigenous communities listed above. We will confirm the contacts from the Indigenous communities with the City of Kenora prior to engagement.

Table 1: Indigenous Communities Contact List

INDIGENOUS COMMUNITY	CONTACT NAME	TITLE	ADDRESS	PHONE	E-MAIL
Grand Council Treaty 3	Debbie Lipscombe	Executive Director	P.O. Box 1720 Kenora, ON P9N 3X7	807-548-4214 ext.240	Debbie.lipscombe@treaty3.ca
Rat Portage – Wauzhushk Onigum	Chris Skead	Chief	P.O. Box 1850 Kenora, ON P9N 3X8	807-548-5663	cskead@wonation.ca
Niisaachewan Anishinaabe Nation	Lorraine Cobiness	Chief	22 Band Office Road Dalles, ON P9N 0J2	807-548-5876 ext. 224	chief@niisaachewan.ca

INDIGENOUS COMMUNITY	CONTACT NAME	TITLE	ADDRESS	PHONE	E-MAIL
Washagamis Bay – Obashkaandagaang	Obashkaan dagaang First Nation - Band Office	-	McKenzie Portage Rd, Kenora, Unorganized, ON P0X 1C0	807-543-2532	Chartrand_brenda@hotmail.com
Kenora Metis Council	Theresa Stenlund, Liz Boucha and Nina Henley	-	621 Lakeview Dr, Unit 4 Kenora, ON P9N 3P6	807-468-2034	Nina_henley@hotmail.com Liz.boucha@shaw.ca theresas@kmts.ca

WSP will maintain a record of Indigenous community engagement, including all points of contact, which will be submitted to the Ministry of Municipal Affairs and Housing (MMAH) with the Final adopted Official Plan.

2.0 Project Branding

WSP will establish a consistent and easily recognizable project brand and logo for the OP and ZBL Review which would be carried forward throughout all engagement events, the City’s website materials, and the project documents. The project brand and logo will attract attention and contribute to ensuring awareness and recognition of the project throughout the City. The preparation of major deliverables would be consistent with the colours, fonts, and formatting chosen for project branding, subject to client approval. The branding materials will be prepared by WSP in consultation with City staff and will be complementary to the City’s Brand Style Guide.

Two logo options are presented below for consideration by City staff, including the option of a project slogan. The logo options were developed to reflect the City of Kenora and City’s Brand Style Guide.

3.0 Project Webpage, Email and Mailing List



A project webpage, hosted on the City’s website, should be launched at the outset of the project. WSP will work with the City to develop webpage content and regular updates at key project milestones. The project webpage will:

- > Provide OP and ZBL Review process timelines;
- > Be used to advertise all community engagement events and post meeting notices;
- > Provide draft and final background documents and the draft and final versions of the OP and ZBL in a digital format for public review; and
- > Host online engagement tools, including the proposed online survey, in order to obtain input from residents who may not be available to attend events in person.

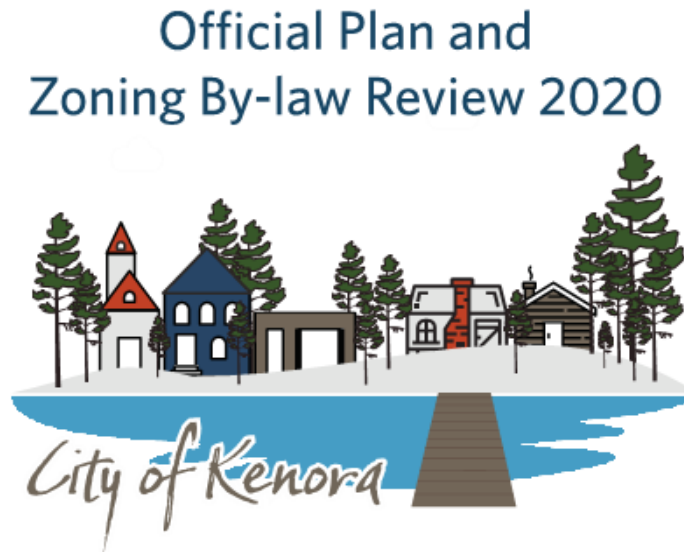
The content for the project webpage launch will be discussed at the project kick-off meeting.

We recommend that the City develop a dedicated OP and ZBL Review project email to which comments can be submitted (e.g. **OPandZBLreview@kenora.ca**), to be included on the City’s project webpage. The email would be managed by City staff. City staff should also



consider integrating a mailing list sign-up feature, which would allow interested residents and other parties to sign up to receive project updates directly by email.

Figure 1: Project Logo Option



4.0 Project Awareness Campaign



WSP anticipates that the City will encourage project awareness of the OP and ZBL Review, including the availability of project documentation for public review and the various community engagement events, and statutory public open house and public meetings, by advertising

through the following tools/media:

- > The City's existing social media platforms (i.e. Facebook, Twitter and Instagram);
- > Local print and online news outlets (i.e. Kenora Miner & News);
- > Notices in community or place of worship bulletins, at key community facilities (libraries, post offices); and
- > Mail out flyers (e.g. with tax bills to reach permanent and seasonal residents).

We will assist the City in preparing notice materials and can also assist in drafting content for the City's social media posts, if required.

WSP assumes that statutory public open houses and meetings will also be advertised by the City in local print and online news outlets (e.g. Kenora Miner & News), mailout flyers (e.g. with tax bills to reach seasonal residents), notices in community or place of worship bulletins and at key community facilities (libraries, post offices). We will assist the City in preparing the notice materials, ensuring that notices are developed in accordance with Planning Act requirements, and in an accessible and age-friendly manner with simple language, clear headings, large type face, and high contrast.

5.0 Technical Advisory Committee



Although not explicitly discussed in the RFP, WSP recommends that the City of Kenora establish a Technical Advisory Committee (TAC) for the OP and ZBL Review. The TAC could include members of the City’s Planning Advisory Committee, City staff from relevant departments (e.g. Development Services, Engineering, Economic Development, Parks and Facilities, Tourism and Recreation, Chief Building Official), as well as representatives from relevant external agencies (e.g. Lake of the Woods Control Board, Northwestern Health Unit) and landowners / developers from both Ontario and Manitoba with interests in the City, such as Marcel Chartier and Qualico.

The TAC would be asked to review key background documents and draft and final versions of the OP and ZBL, and to provide input on key policy and zoning issues through the OP and ZBL Review process. Feedback from the TAC would be received through proposed video conference calls and through written comments. It is assumed that City staff would coordinate the TAC, including meeting invitations.

As part of Phase 2 at the outset of the project, we propose to hold two (2) Technical Advisory Committee (TAC) Meetings. The purpose of these events will be to receive feedback from TAC and seek input on key policy and zoning issues through the OP and ZBL Review process.

Feedback from the TAC would be received through video conference calls and written comments. It is assumed that City staff would coordinate the TAC, including meeting invitations.

6.0 Encouraging Community Dialogue



WSP will engage the community several times throughout the project to gain community input that will be foundational to the development of a vision and objectives for the OP and ZBL, the identification of issues to be addressed, obtaining feedback on background work, the development of OP policies and ZBL regulations that speak to the local needs and context in the City, and fulfilling the statutory requirements of the Planning Act.

PUBLIC OPEN HOUSE, CITY STAFF / TAC MEETINGS AND PUBLIC MEETINGS

Public Meetings and a Public Open House will be undertaken in Stages 2, 3, 4 and 5 of the OP and ZBL Review, as follows:

Stage 2 – OP and ZBL Background Information Collection, Review and Analysis:

- > **Video Presentation and Online Survey [OP / ZBL]:** We will prepare a pre-recorded video presentation to introduce the Official Plan and Zoning By-law Review project and present the Draft Background Report to the community. An online survey will be conducted over the course of two weeks to seek community input on a refreshed vision



for the City's growth and development over the next 25 years, and will include questions on key policy issues for community feedback.

- > **Optional In-person Pop-Up Event & Indigenous Community Meetings – Trip 1 [OP / ZBL]:** In addition to the video presentation and online survey, an in-person community engagement event could be hosted as a pop-up booth. It was suggested in the proposal that the pop-up could be hosted at the Matiowski's Farmers Market on a Wednesday. Because the Matiowski market only runs until the beginning of October, the pop-up could be held at the Kenora Recreation Centre or at the Whitecap Pavilion or Kenora Shoppers Mall, weather dependent. The pop-up booth would be staffed by WSP and City Staff, and could include handouts for community members to explain the OP and ZBL Review purpose and process, as well as a link to the survey or an opportunity to complete the survey at the pop-up on a laptop or tablet.

Nadia De Santi, Senior Project Manager at WSP, would also travel to meet representatives of the four Indigenous communities at individual in person meetings on their lands, to introduce the Official Plan and Zoning By-law Review project and obtain input.

- > **City Staff / TAC Meeting #2 [OP]:** We will hold a video conference call with City Staff and the TAC to receive feedback on the Draft Policy Directions and Recommendations Report.
- > **Special Meeting of Council [OP]:** In accordance with Section 26 of the Planning Act, we will attend a Special Meeting of Council, open to the public, remotely by video conference call. We will prepare a presentation of the key findings from the Final Directions and Recommendations Report. At this meeting, we will seek direction from Council as to how to proceed with the Draft OP preparation. We will prepare the Notice of Special Meeting of Council, which will be published and distributed by City Staff in accordance with the Planning Act. Notices for the meeting must be published at least once a week over two weeks, with the last publication taking place at least 30 days before the date of the meeting.

Stage 3 – Draft OP and ZBL:

- > **City Staff / TAC Meeting #3 [OP]:** We will hold a video conference call with City Staff and the TAC to receive feedback on the Draft OP.
- > **City Staff / TAC Meeting #4 [ZBL]:** We will hold a video conference call with City Staff and the TAC to receive feedback on the Draft Discussion Paper.
- > **City Staff / TAC Meeting #5 [ZBL]:** We will hold a video conference call with City Staff and the TAC to receive feedback on the Draft ZBL.
- > **Combined Statutory Public Open House [OP/ZBL]:** In accordance with Section 17(16) and Section 34(12)(b) of the Planning Act, we will hold a combined Online Statutory Public Open House to present the revised Draft OP and ZBL to the public, and to obtain comments and suggestions from the community.

We recommend the Online Statutory Public Open House consist of a Zoom video conference meeting, hosted by the City. We will deliver a presentation on the revised Draft OP and ZBL, following which participants can 'raise their hand' to ask questions of WSP and City Staff, and provide their comments. City Staff would be responsible for



facilitating this process using Zoom. A recording of the meeting could then be posted on the City's website for anyone unable to attend the live online event. We will also prepare display materials in PDF for the City website, to present the key features of the revised Draft OP and ZBL to the public.

A Notice of the Online Public Open House will be provided two weeks in advance, with detailed instructions on how to participate virtually. Members of the public will also be invited to submit written comments on the Draft OP and ZBL.

- > **Optional In-person Statutory Public Open House & Indigenous Community Meetings – Trip 2:** In lieu of the Zoom video conference meeting, we could attend an in-person Statutory Public Open House, where we would deliver the same presentation and have hard copy display boards (as well as PDF versions on the City's website). If this is desirable, the open house could be held at the Kenora Recreation Centre. The in-person event would also include the opportunity for participants to ask questions of WSP and City Staff and provide their comments.

Nadia would also travel to meet representatives of the four Indigenous communities at individual in-person meetings on their lands, to present the revised Draft OP and ZBL and obtain input.

Stage 4 – Final OP:

- > **City Staff / TAC Meeting #6: [OP]:** Once comments from MMAH on the revised Draft OP are received, we will hold a video conference call with City Staff and the TAC to review any significant required changes to the revised Draft OP.
- > **Official Plan Statutory Public Meeting [OP]:** We will prepare a Notice of Statutory Public Meeting, which City Staff will publish and distribute to the prescribed persons and public bodies, in accordance with the Planning Act 17(17) prior to the meeting. We will prepare a presentation and participate in a Statutory Public Meeting remotely by video conference call. We will be available to answer any questions from Council or members of the public.
- > **Optional In-person Official Plan Statutory Public Meeting – Trip 3:** Nadia could attend an in-person Statutory Public Meeting to deliver the presentation, with Meagan Boles, Engagement Lead from WSP, participating remotely via video conference call.

Stage 5 – Final Zoning By-law:

- > **Zoning By-law Statutory Public Meeting [ZBL]:** We will prepare a presentation and participate in a Statutory Public Meeting required under Section 34(12)(a)(ii) of the Planning Act remotely by video conference call. We will prepare a Notice of Statutory Public Meeting, which City Staff will publish and distribute to the prescribed persons and public bodies, in accordance with the Planning Act 34(13) prior to the meeting.
- > **Optional In-person Official Plan Statutory Public Meeting – Trip 4:** Meagan could attend an in-person Statutory Public Meeting to deliver the presentation, with Nadia participating remotely via video conference call.

LOCATIONS AND TIMING

As noted, should the City decide to have in-person engagement events, an in-person community engagement event in addition to the video presentation and online survey, could



be hosted as a pop-up booth. As noted, it was suggested the pop-up could be at the Matuski's Farmers Market on a Wednesday, but given the timing of project start, it is likely the pop-up would be held at the Kenora Recreation Centre, Whitecap Pavilion or the Kenora Shoppers Mall, with the latter two being weather dependent.

The Statutory Public Open House can be held at the Kenora Recreation Centre or the Whitecap Pavilion (weather dependent) on a weekday evening from 5 pm to 7 pm or 6 pm to 8 pm. The Public Meetings would be held at City Hall in the Council Chambers.

7.0 Managing Comments

It is anticipated that a large volume of comments may be received from a wide variety of interested parties, such as external agencies, interest groups, and members of the public, throughout the OP and ZBL project process. It will be important to maintain a record of all comments received, and demonstrate how comments have been addressed in the OP and ZBL, if applicable. The Planning Act also requires that the Notice of Decision, which is prepared following Council's adoption, contains a brief explanation of the effect, if any, that the written and oral submissions received had on Council's decision.

In accordance with Section 4.7 of our proposal, we assume that City staff will collect, track, and respond to written comments. WSP will work with the City to provide input to responses, as required. City staff will be responsible for soliciting detailed comments from commenting agencies, when necessary. An example of the tracking table that City staff may wish to use is included in the table below.

Table 2: Comment Tracking Table

DATE / FORM OF CONTACT	NAME	TITLE / ORGANIZATION	COMMENT	RESPONSE / HOW IT WAS ADDRESSED
September 1, 2020 / Email	Mr. John Doe	Property Owner		

8.0 Individual Property Owner Consultation

WSP envisions that the City will contact individual property owners to advise them of proposed major changes in land use designations and/or zoning affecting their properties.

We recommend that the City consider holding drop-in sessions once the Draft OP and Draft ZBL is made available for public review, to invite concerned property owners to discuss any proposed land use designation changes or other matters related to the OP review and/or zoning changes or other matters related to the ZBL. WSP will be available to attend the sessions or other meetings with the City and property owners, as required, at an additional cost.

9.0 Accessibility and an Age-Friendly Approach



Since we will be interacting directly with the public and producing publicly available information on behalf of the City, the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and its regulations, the Ontario Human Rights Code, and any new or evolving City standards for accessibility will apply. We will work with the City to prevent and remove barriers that may arise to ensure all participants, of all ages and abilities, have equal opportunities to engage in the project. We note that all of our Team members have received training in accordance with the AODA.

We are committed to facilitating a process that is compliant with the AODA and applicable regulations. The design and format of in-person or online public engagement events and public meetings will need to take accessibility for persons with disabilities into account (e.g. wide aisle widths, accessible and unobstructed entries, presentation materials with larger fonts and high contrast, presentation transcripts or subtitles). It will be important to indicate on any meeting notices that requests may be made to the City to accommodate persons with disabilities. Such requests may include, for example, accommodation for a wheelchair or providing the presentation in a suitable format for the individual.

Any publicly available materials, such as reports and presentations, will be designed to be generally accessible for most persons using reasonable font sizes, high contrast, and other format considerations. Please note that our scope does not include specific requests for the production of accessible document formats for e-readers.

10.0 Online Public Engagement

Now more than ever, online public engagement is being considered as a critical means of providing opportunities for community members to participate in public decision-making. While it has been commonly used to support or enhance in-person engagement processes for years, online public engagement was rarely seen as a standalone tool. Our new reality of physical and social distancing is shifting the way we think about public engagement, as we look to online tools for reaching a wide audience, meeting engagement requirements under the Planning Act, and continuing to move municipal projects forward.

Through some of our recent project work, we have found online public engagement to enhance our ability to reach a wider audience. It allows community members to choose where and when they want to engage. Where we might have seen 20 people attend an in-person Public Open House, we're seeing 100+ people watch a video presentation and respond to an online survey.



With a wider audience, projects benefit from more community voices being heard and informing decision-making.

As a result of travel restrictions and quarantine measures as well as provincial and municipal restrictions due to COVID-19, we have proposed City Staff and Council meetings through video conference calls, and online public engagement activities throughout the OP and ZBL Review process. Currently, Manitoba has a 14-day isolation period for anyone travelling from Ontario (east of Terrace Bay), which could impact travel arrangements and project timelines. Should these restrictions be lifted, we have also proposed in-person options for public engagement activities, including Statutory Public Meetings, which will allow us to be nimble in our community engagement approach.

Through our previous work in the City of Kenora, we have successfully led and participated in Statutory Public Meetings and Council meetings by conference call. We anticipate continued success using the City's recent Virtual Meeting format implemented as a result of COVID-19 and the Municipal Emergency Act, 2020 (Bill 187).



Community Engagement Plan Strategy

Stage 2 – Official Plan and Zoning By-law Background Information Collection, Review and Analysis					
Engagement Technique	Events / Meetings	Communication	Deliverables	Responsibilities	Timing
Video Presentation and Online Survey [OP / ZBL] » A pre-recorded video presentation will be prepared by WSP to introduce the Official Plan and Zoning By-law Review project and present the Draft Background Report to the community » An online survey will be prepared by WSP and will be conducted over the course of two weeks to seek community input on a refreshed vision for the City's growth and development over the next 25 years, and will include questions on key policy issues for community feedback	» Video presentation to be prepared and presented to the community online » Online survey to be prepared and conducted	» Video presentation to be shared via email with Project Manager to distribute to the community online » Online survey to be drafted and sent to City to publish	» PowerPoint presentation » Online survey	» WSP to prepare PowerPoint presentation and pre-recorded video of presentation » WSP to prepare the online survey » City of Kenora to upload the survey onto City website and monitor results	» Week of November 9-13, 2020
Optional In-person Pop-Up Event & Indigenous Community Meetings – Trip 1 [OP / ZBL]: » In addition to the video presentation and online survey, an in-person community engagement event could be hosted as a pop-up booth	» The pop-up could be hosted at the Matiowski's Farmers Market on a Wednesday » The pop-up could also be held at the Kenora Recreation Centre or at the Whitecap Pavilion or Kenora Shoppers Mall, weather dependent	n/a	» Pop-up presentation material	» WSP to prepare pop-up presentation material	» Week of November 9-13, 2020
City Staff / TAC Meeting #2 [OP]: » A video conference call with City Staff and the TAC to receive feedback on the Draft Policy Directions and Recommendations Report	» A video conference call will be held	» Deliverables to be provided via email to the Project Manager to distribute to City Staff and TAC »	» Draft Policy Directions and Recommendations Report » PowerPoint presentation	» WSP to prepare PowerPoint presentation	» Week of December 14-18, 2020
Special Meeting of Council [OP]: » A Special Meeting of Council, open to the public, will be held remotely by video conference call » At this meeting, we will seek direction from Council as to how to proceed with the Draft OP preparation	» Presentation to be prepared and presented to Council	» Deliverables to be provided via email to the Project Manager to distribute to City Staff and Council	» PowerPoint presentation » Notice of Special Meeting of Council	» WSP to prepare a PowerPoint presentation of the key findings from the Final Directions and Recommendations Report » WSP to prepare the Notice of Special Meeting of Council » City staff to publish and distribute the Notice of Special Meeting of Council at least once a week over two weeks, with the last publication taking place at least 30 days before the date of the meeting	» Week of January 11-15, 2021
Stage 3 – Draft Official Plan and Zoning By-law:					
Engagement Technique	Events / Meetings	Communication	Deliverables	Responsibilities	Timing
City Staff / TAC Meeting #3 [OP]: » A video conference call with WSP, City Staff and the TAC to receive feedback on the Draft OP	» Video conference call	» Deliverables to be provided via email to the Project Manager to distribute to City Staff and TAC	» Draft OP	» WSP to provide the Draft OP to the City for review	» Week of March 8-12, 2021

<p>City Staff / TAC Meeting #4 [ZBL]:</p> <ul style="list-style-type: none"> » A video conference call with WSP, City Staff and the TAC to receive feedback on the Draft Discussion Paper 	<ul style="list-style-type: none"> » Video conference call 	<ul style="list-style-type: none"> » Deliverables to be provided via email to the Project Manager to distribute to City Staff and TAC 	<ul style="list-style-type: none"> » Draft Discussion Paper 	<ul style="list-style-type: none"> » WSP to provide the Draft Discussion Paper to the City for review 	<ul style="list-style-type: none"> » Week of April 26-30, 2021
<p>City Staff / TAC Meeting #5 [ZBL]:</p> <ul style="list-style-type: none"> » A video conference call with WSP, City Staff and the TAC to receive feedback on the Draft ZBL. 	<ul style="list-style-type: none"> » Video conference call 	<ul style="list-style-type: none"> » Deliverables to be provided via email to the Project Manager to distribute to City Staff and TAC 	<ul style="list-style-type: none"> » Draft ZBL 	<ul style="list-style-type: none"> » WSP to provide the Draft ZBL to the City or review. 	<ul style="list-style-type: none"> » Week of June 21-25, 2021
<p>Combined Statutory Public Open House [OP/ZBL]:</p> <ul style="list-style-type: none"> » A combined Online Statutory Public Open House to present the revised Draft OP and ZBL to the public, and to obtain comments and suggestions from the community 	<ul style="list-style-type: none"> » A Zoom video conference meeting hosted by the City 	<ul style="list-style-type: none"> » A Notice of the Online Public Open House will be provided via email to the Project Manager two weeks in advance, with detailed instructions on how to participate virtually. Members of the public will also be invited to submit written comments on the Draft OP and ZBL. » Presentation material to be provided via email to the Project Manager to distribute 	<ul style="list-style-type: none"> » Draft OP and ZBL » PowerPoint presentation and display materials » Notice of Online Public Open House 	<ul style="list-style-type: none"> » WSP will deliver a presentation on the revised Draft OP and ZBL, following which participants can 'raise their hand' to ask questions of WSP and City Staff, and provide their comments » City Staff to facilitate the Q&A process using Zoom » City to post a recording of the meeting on the City's website for anyone unable to attend the live online event » WSP to prepare display materials in PDF for the City website, to present the key features of the revised Draft OP and ZBL to the public » WSP will prepare a Notice of Online Public Open House and will provide it to the City to post two weeks in advance of the Public Open House 	<ul style="list-style-type: none"> » Week of July 26-30, 2021
<p>Optional In-person Statutory Public Open House & Indigenous Community Meetings – Trip 2:</p> <ul style="list-style-type: none"> » In lieu of the Zoom video conference meeting, we could attend an in-person Statutory Public Open House, where we would deliver the same presentation » Meeting with representatives of the four Indigenous communities at individual in-person meetings on their lands, to present the revised Draft OP and ZBL and obtain input 	<ul style="list-style-type: none"> » Kenora Recreation Centre » Four Indigenous communities (locations TBC by the City) 	<ul style="list-style-type: none"> » A Notice of the Online Public Open House will be provided via email to the Project Manager two weeks in advance, with detailed instructions on how to participate virtually. Members of the public will also be invited to submit written comments on the Draft OP and ZBL. 	<ul style="list-style-type: none"> » Draft OP and ZBL » PowerPoint presentation and display materials » Notice of Online Public Open House 	<ul style="list-style-type: none"> » WSP will deliver a presentation on the revised Draft OP and ZBL » City Staff to facilitate the Q&A process » WSP to prepare hard copy display boards as well as PDFs for the City website, to present the key features of the 	<ul style="list-style-type: none"> » Week of July 26-30, 2021



		» Presentation material to be provided via email to the Project Manager to distribute		revised Draft OP and ZBL to the public » WSP will prepare a Notice of Public Open House and will provide it to the City to post two weeks in advance of the Public Open House	
Stage 4 – Final Official Plan:					
Engagement Technique	Events / Meetings	Communication	Deliverables	Responsibilities	Timing
City Staff / TAC Meeting #6: [OP]: » Once comments from MMAH on the revised Draft OP are received, a video conference call will be held with WSP, City Staff and the TAC to review any significant required changes to the revised Draft OP	» Video conference call	» Deliverables to be provided via email to the Project Manager to distribute to City Staff and TAC	n/a	» WSP, City Staff and the TAC to review comments from MMAH	» Week of August 2-6, 2021
OP Statutory Public Meeting [OP]: » A presentation on the OP will be held via video conference call as per the Statutory Public Meeting requirements in the Planning Act	» Video conference call	» Notice of Statutory Public Meeting to be provided via email to the Project Manager to distribute » Presentation material to be provided via email to the Project Manager to distribute	» Notice of Statutory Public Meeting » PowerPoint presentation	» WSP will prepare a Notice of Statutory Public Meeting » City Staff will publish the Notice and distribute to the prescribed persons and public bodies, in accordance with the Planning Act 17(17) prior to the meeting » WSP will prepare a presentation and participate in a Statutory Public Meeting remotely by video conference call	» September 20-24, 2021
Optional In-person Official Plan Statutory Public Meeting – Trip 3: » WSP (via Meagan Boles) could attend an in-person Statutory Public Meeting to deliver the presentation, with Nadia participating remotely via video conference call	» In-person attendance at Council Chambers in City Hall » Video conference call	» Notice of Statutory Public Meeting to be provided via email to the Project Manager to distribute » Presentation material to be provided via email to the Project Manager to distribute	» Notice of Statutory Public Meeting » PowerPoint presentation	» WSP will prepare a Notice of Statutory Public Meeting » City Staff will publish the Notice and distribute to the prescribed persons and public bodies, in accordance with the Planning Act 17(17) prior to the meeting » WSP will prepare a presentation and participate in a Statutory Public Meeting	» September 20-24, 2021
Stage 5 – Final Zoning By-law:					
Engagement Technique	Events / Meetings	Communication	Deliverables	Responsibilities	Timing
Zoning By-law Statutory Public Meeting [ZBL]: » A presentation on the ZBL will be held via video conference call as per the Statutory Public Meeting requirements in the Planning Act	» Video conference call	» Notice of Statutory Public Meeting to be provided via email to the Project Manager to distribute	» Notice of Statutory Public Meeting	» WSP will prepare a Notice of Statutory Public Meeting	» April 11-15 2022

		» Presentation material to be provided via email to the Project Manager to distribute	» PowerPoint presentation	» City Staff will publish the Notice and distribute to the prescribed persons and public bodies, in accordance with the Planning Act 34(13) prior to the meeting » WSP will prepare a presentation and participate in a Statutory Public Meeting remotely by video conference call	
<p>Optional In-person Official Plan Statutory Public Meeting – Trip 4:</p> <p>» WSP (via Meagan Boles) could attend an in-person Statutory Public Meeting to deliver the presentation, with Nadia participating remotely via video conference call</p>	<p>» In-person attendance at Council Chambers in City Hall</p> <p>» Video conference call</p>	<p>» Notice of Statutory Public Meeting to be provided via email to the Project Manager to distribute</p> <p>» Presentation material to be provided via email to the Project Manager to distribute</p>	<p>» Notice of Statutory Public Meeting</p> <p>» PowerPoint presentation</p>	<p>» WSP will prepare a Notice of Statutory Public Meeting</p> <p>» City Staff will publish the Notice and distribute to the prescribed persons and public bodies, in accordance with the Planning Act 34(13) prior to the meeting</p> <p>» WSP will prepare a presentation and participate in a Statutory Public Meeting</p>	» April 11-15 2022

Official Plan and
Zoning By-law Review 2020-22



Lake of the Woods
KENORA



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