

Staff Report



Corporate Services Department

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REPORT TO: Finance and Corporate Services Committee

DATE OF MEETING: Monday, Jan. 26, 2026

SUBMITTED BY: Amaral, Nicole, innovation lab director 519-783-8175

PREPARED BY: Amaral, Nicole, innovation lab director 519-783-8175

WARD(S) INVOLVED: All

DATE OF REPORT: December 3, 2025

REPORT NO.: COR-2026-053

SUBJECT: AI education session with Communitech

RECOMMENDATION:

That report COR-2026-007 AI education session with Communitech, be received for information.

REPORT HIGHLIGHTS:

- The purpose of this report is to provide an overview of the learning that council will gain during this training session.
- The key finding of this report is the importance of developing AI literacy skills that will assist council with making related future decisions.
- There are no financial implications related to this training.
- Community engagement: inform through the posting of this agenda, and also completed with resident, staff and stakeholders as a part of the Digital Kitchener strategy review.
- This report supports the “stewarding a better city together” strategic plan theme and the Digital Kitchener strategy review action within this theme.

BACKGROUND:

Artificial Intelligence (AI) is rapidly reshaping how cities deliver service, make decisions, and engage with residents. This education session builds upon a previous Council education session held on February 12, 2024 at Communitech, where Professor Jimmy Lin provided Council with an introduction to AI.

REPORT:

Staff have partnered with Communitech to deliver a 60-minute training session focused on AI.

In this session, councillors will gain a clear understanding of what artificial intelligence (AI) is, how it works, and why it matters for municipal decision-making. The training will explore

practical examples of AI in public services, outline its benefits and limitations, and highlight key considerations around ethics, privacy, and transparency.

This foundational knowledge is essential as AI increasingly shapes how cities deliver services, allocate resources, and engage with residents.

By building AI literacy, councillors will be better equipped to evaluate technology proposals, set ethical and privacy standards, and communicate confidently with the community. These skills strengthen decision-making, governance, and public engagement, while supporting strategic planning, resource optimization, and future-proof leadership as municipalities adopt more digital and data-driven solutions.

STRATEGIC PLAN ALIGNMENT:

This report supports Stewarding a better city together: review of the Digital Kitchener strategy.

FINANCIAL IMPLICATIONS:

There are no financial implications for this training session. Staff have utilized the City's trusted strategic partnership with Communitech to deliver this training delivered by:

- Sheldon McCormick, CEO
- Matthew Klassen, VP, External Relations
- Carrie MacGillivray, Executive in Residence

COMMUNITY ENGAGEMENT:

INFORM – This report has been posted to the City's website with the agenda in advance of the council / committee meeting.

PREVIOUS REPORTS/AUTHORITIES:

FCS-24-068: Digital Kitchener Innovation Lab exploration of AI

APPROVED BY: Victoria Raab, GM – corporate services

ATTACHMENTS: None