



**City of Kenora**  
**Committee of the Whole**  
**Minutes**  
**Tuesday, January 11, 2022**  
**9:00 a.m.**

Council met electronically as permitted by the City of Kenora Procedural bylaw. Citizens and our Media Partners are encouraged to view the public meeting via the Public Live Stream Event at:

<https://video.isilive.ca/kenora/2022-01-11.mp4.html>

**Present:** Mayor Daniel Reynard  
Councillor Mort Goss  
Councillor Rory McMillan  
Councillor Andrew Poirier  
Councillor Sharon Smith  
Councillor Chris Van Walleghem

**Regrets:** Councillor Graham Chaze

**Staff:** Kyle Attanasio, CAO, Heather Pihulak, Director of Corporate Services/City Clerk, Adam Smith, Director of Development Services, Charlotte Edie, Director of Finance, Kevin Gannon, Director of Engineering & Infrastructure, Kent Readman, Fire Chief, Stace Gander, Director of Community Services, Mukesh Pokharel, Environmental Services Manager, Roberta Marsh, Director of Human Resources

**Blessing & Land Acknowledgment**

*Councillor McMillan*

As we gather, we recognize that we are on Treaty Three Lands which are steeped in rich Indigenous history and home to many First Nations and Metis people today. We continue to be thankful for the partnerships with Indigenous people.

We give thanks for the many blessings we enjoy in the City of Kenora. We seek wisdom in our minds, clearness in our thinking, truth in our speaking and always love in our hearts, so that we may try always to unite the Citizens of Kenora. Let these principles guide us in our decision making.

**A. Public Information Notices**

As required under Notice By-law #144 -2007, the public is advised of Council's intention to adopt the following at its January 18, 2022 meeting:-

- Adopt a new Tariff of Fees and Charges bylaw to reflect increases in tipping fees in the Environmental Services Division, Schedule D
- Acquire lands legally described as PIN 42164-0117 PT LANE PL 3 BTN PARK ST & FIRST ST S, BLK 4 AS CLOSED BY GR816; PT LT 39-40, 49-50 BLK 4 PL 3 AS IN RP7494; Kenora from the Keewatin Patricia District School Board (KPDSB)

## **B. Declaration of Pecuniary Interest & the General Nature Thereof**

- 1) On Today's Agenda
- 2) From a Meeting at which a Member was not in Attendance.

There were none declared.

## **C. Confirmation of Previous Committee Minutes**

### **Resolution #1 - Moved by Councillor S. Smith, Seconded by M. Goss & Carried:**

That the Minutes from the last regular Committee of the Whole Meeting held December 14, 2021 and Special Committee of the Whole meetings held December 8, December 13 and December 21 be confirmed as written and filed.

## **D. Deputations/Presentations**

None

## **E. Reports:**

### **1. Corporate Services & Finance**

#### **1.1 November 2021 Financial Statements**

##### **Recommendation:**

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora at November 30, 2021.

**Discussion:** Charlotte Edie, Director of Finance indicated we are getting closer to year end and will have a clearer picture on year end projections. Finance is seeking funding for any areas that we are under revenues/over expenditures. December was a further free parking month so parking revenue is down again in the month and the loss is partially offset by a staff vacancy. The Kenora Recreation complex as of today's date the department is in a net deficit position of \$46,000. We introduced a new system in 2021 and as a result there is lag in recording the October revenue which was recorded in December. There are revenues not showing due to the new system in place for reporting for both facilities. The pool demonstrates cost savings due to it being closed for great portion of the year. Bag tag sales and landfill tipping sales have exceeded the budgeted revenue for 2021.

#### **1.2 Civil Marriage Officiant Appointment**

##### **Recommendation:**

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and Barbara Crowley for the services of civil marriage commissioner for the City of Kenora on an as appointed basis effective January 1, 2022 ending December 31, 2023.

### **2. Fire & Emergency Services**

#### **2.1 Fire & Emergency Services Q4 Report**

##### **Recommendation:**

That Council hereby receives the 2021 Q4 report from the Kenora Fire and Emergency Services Department.

**Discussion:** Kent Readman, Fire Chief provided a Q4 report for 2021. The first area of focus is

staffing levels. Full time staff is stable and live in volunteers we are down one. There is a recruitment effort being made to recruit volunteer fire fighters as we are short to our existing complement. Call volumes in 4<sup>th</sup> quarter of 2021 was 105 calls. 98 within City limits and 7 outside the City. A lot of responses are for fire alarms, car accidents and response support for EMS calls. Response times are normal for a composite department and our geographical size is quite large for one full time department. It will be tracked moving forward and will be a baseline for reporting in the future. A few significant incidents in 2021, October responded to a tractor trailer fire on Highway 17A. November responded to a fully involved garage fire on Mellick Avenue. December Train versus transport truck accident on Railway Street. There was relatively good training for the fourth quarter with 439 hours in the entire department.

### **3. Engineering & Infrastructure**

#### **3.1 2021 Project Carry Forward – Solid Waste**

##### **Recommendation:**

That Council hereby approves the carry forward of \$201,965.00 + HST to the 2022 solid waste budget which was included in the 2021 solid waste capital budget for the purchase of a 2021 53' (foot) Spector steel open walking floor garbage trailer and a 2021 Ram 1500 4X4 4-door crew cab pick-up truck for the solid waste division in advance of the 2022 budget approval.

#### **3.2 2021 Capital Project Carry Forward – Water & Wastewater (vehicle)**

##### **Recommendation:**

That Council hereby approves the carry forward of \$338,085.00 + HST to the 2022 water/wastewater budget which was included in the 2021 water/wastewater capital budget for the purchase of a single axle freightliner mounted with vector ramjet and self-contained water tank heater for the water and wastewater division in advance of the 2022 budget approval.

#### **3.3 2021 Capital Project Carry Forward – Water & Wastewater (signs)**

##### **Recommendation:**

That Council hereby approves the carry forward of \$50,097.00 plus HST to the 2022 water/wastewater budget which was included in the 2021 water/wastewater capital budget for the purchase of three (3) trailer mounted portable electronic LED signs for the water and wastewater division in advance of the 2022 budget approval.

**Discussion:** Director of Engineering & Infrastructure Kevin Gannon advised that there are concerns related to the signage to communicate road closures during work zones to ensure safety. This solution is to add three trailer LED signs that are programmable to provide clear communication to motorists when roads are closed and safer access areas and delineation of roads crews.

#### **3.4 Environmental Services Fee Increases**

##### **Recommendation:**

That Council hereby approves user rate increases to the Environmental Services Division to align its tipping fees to provide adequate funding for the operation; and further

That in accordance with Notice Bylaw 144-2007, public notice is hereby given that Council intends to adopt a new Tariff of Fees and Charges bylaw to reflect the increase in tipping fees in the Environmental Services Division, Schedule D, at its January 18, 2022 Council meeting; and further

That three readings be given to a bylaw for this purpose.

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**Discussion:** CAO Kyle Attanasio has received concerns regarding the report. Prior to 1999 general tax revenue was assisting with general tax revenue was helping us with garbage collection. We moved to user pay in 1999 through the bag tag system to move towards a full cost recovery system. The reason this report is coming forward has nothing to do with general tax revenue or subsidization. The revenue coming in is no longer keeping pace and there are significant inflation pressures. Additionally we have significant capital infrastructure capital requirements that we need to plan for. We need to ensure the revenue coming in is helping with staffing needs and any new initiatives for the program. This increase is about infrastructure, staffing, new initiatives and planning in the department and keeping up with inflation. We have increased the weight of the bag to assist with these increases, but the increase is necessary for all the other needs.

Director of Engineering & Infrastructure added that our landfill is approximately 25 years for its lifecycle. There is risk in managing the landfill after its lifecycle and the obligations to this. Staffing is an area that we need to increase in this area to ensure we are able to greet our customers, waste is going in the appropriate place and the infrastructure needs adequate management and repair in changes and growth. We need to ensure the funding meets all of these long term capital needs and the daily operational needs. It is recommended that option two within the report is the most viable.

Councillor Poirier referred to reserves for future use and major thrusts of a new landfill. It was requested that administration provides Council with a projection of what that may be over time. It is helpful for Council to have solid numbers and data to justify the increase. Councillor Poirier prefers option 2 but would like to see the \$3.50 for non-residents implemented right away.

Councillor Goss supports the increase there is no service that can go 20 years without any type of increase. It takes a lot of money to develop landfills. It was questioned how the policing of resident versus non-resident will work. Kevin noted that the program they are intending on using is the people who are dumping will be required to show proof of dumping. Something that demonstrates they are a resident of Kenora or own property in Kenora. There will be two coloured tags, residential and non-resident. Staff will be doing spot checks to ensure that the customers are using the appropriate tags. Ensuring communication is out there and enforcement follows. Ensure team has tools to manage it but also ensure adequate communication is out there to understand the rate differences.

Kevin Gannon noted that one reason we didn't recommend the increase to non-resident with this increase is to be able to reassess the amount of usage in the area and increase it slowly. It gives us the ability to manage how much waste is coming from the non-resident people and to reduce the amount of illegal dumping. We want to stay within the parameters of preventing that and allowing people to adjust to that. We want to have the tools to reevaluate the cost recovery tools and then increase it at a future date.

Mayor Reynard questioned if option 2 is accepted it will generate an additional \$470,000 and because it is a utility will all of those additional revenues go into one reserve or are we putting some of that reserve into a new landfill reserve specifically. It is felt that we need to have one specific reserve that is dedicated to a future landfill. We need to start once we know the cost and the approximate year we should start building that reserve. Because 2/3 of the new revenue has to go across the scale with the other revenues aside from just the bag tag increases, they need to interact with staff and this will be easier to enforce versus the bag tag portion.

## 4. Community Services

### No Reports

## 5. Development Services

### 5.1 Acquisition of Land from the Keewatin Patricia District School Board

#### Recommendation:

That Council approves the acquisition of lands from the Keewatin Patricia District School Board (KPDSB) legally described as PIN 42164-0117 PT LANE PL 3 BTN PARK ST & FIRST ST S, BLK 4 AS CLOSED BY GR816; PT LT 39-40, 49-50 BLK 4 PL 3 AS IN RP7494; KENORA; and further

That the Mayor and Clerk are hereby authorized to execute a purchase and sale agreement in the amount of one dollar (\$1.00) and all other related documents to complete this purchase; and further

That three readings be given to a bylaw for this purpose.

**Discussion:** This is a small piece of property that has been owned by the KPDSB and is located on the east side of Central Park where the new central community club will be located.

## F. Proclamations

Mayor Reynard then read the following proclamations:

- Alzheimer Awareness Month – January 2022

## G. Other

- Councillor Goss requested that everyone continues to pay attention to social distancing and mindful that it is in the community and all organizations and businesses are being impacted by the requirements for isolation. Everyone please be careful and stay home whenever possible.

## H. Next Meeting

- Tuesday, February 8, 2022

## I. Close Meeting

Meeting adjourned at 9:52 a.m.