



City of Kenora
Committee of the Whole
Minutes

Tuesday, March 8, 2022
9:00 a.m.

City Hall Council Chambers (Council Only)

Citizens and our Media Partners are encouraged to view the public meeting via the Public Live Stream Event at:

<https://kenora.civicweb.net/Portal/>

Present: Mayor Daniel Reynard
Councillor Graham Chaze
Councillor Rory McMillan
Councillor Andrew Poirier
Councillor Sharon Smith (virtual attendance)
Councillor Chris Van Walleghem (virtual attendance)

Absent: Councillor Mort Goss

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

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 March 22, 2022 meeting:-

- Budget amendments for 2021 carry forward projects that were not complete in 2021:
 - \$227,771 to be funded through the Investing in Canada Infrastructure Program – Resilience Infrastructure Stream for the purchase and installation of a dehumidifier in the Thistle Arena at the Kenora Recreation Centre;

- \$22,432 to be funded through the Municipal Asset Management Program (MAMP) and the Contingency Reserve for the Asset Management Plan update with \$17,946 coming from the MAMP and \$4,486 from the Contingency Reserve;
 - \$23,772 which \$7,001.79 is to be funded through police commission reserves and \$16,770.21 plus HST funded through contingency reserves for a strategic planning process for the Kenora Police Services Board;
 - \$10,000 to be added to the total project costs as part of the Chipman Lot Redevelopment carry forward that is funded through a contribution from BIZ;
 - \$15,417 for the completion of the Sustainability Action Plan to be funded from land planning reserve;
 - \$30,244 of which \$27,220 is to be funded through FedNor and the balance of \$3,024 to be funded through Contingency reserves for the completion of the Strategic Plan;
 - \$57,625 for the completion of the Parks & Recreation Master Plan to be funded through Contingency Reserves;
 - \$52,310 for the Tourism Branding and Marketing project to be funded through the Brand Leadership Team Reserve and the MAT fund;
 - \$30,350 for downtown reforestation project through net tax levy;
 - \$5,399 to be funded through the Land Planning Reserve for the Official Plan/Zoning By-law Review
- Council will pass the 2022 water & wastewater operating & 5 year capital plan budgets
 - Council will pass the 2022 solid waste operating & 5 year capital plan budgets
 - Council will amend their 2022 meeting calendar to reflect a change to the April Committee of the Whole meeting date

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 A. Poirier, Seconded by R. McMillan & Carried:

That the Minutes from the last regular Committee of the Whole Meeting held February 8, 2022 and the Special Committee of the Whole meetings held February 24, 25, 28, 2022 be confirmed as written and filed.

D. Deputations/Presentations

None

E. Reports:

1. Corporate Services & Finance

1.1 January 2022 Financial Statements

Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora at January 31, 2022.

Discussion: January statements require further information due to year end cut-off. The expenses at the end of January were slightly under budget. User fee revenues are under budget. Preliminary budget numbers are included and have not been approved. There are a few

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significant differences in January. Winter control maintenance is considerably higher than the 2020/21 winter year. Metered parking revenues are lower due to a theft. Overall sewer and water they were over budget with revenues and under budget with expenses.

1.2 2021 Q4 Capital & Unusual Spend

Recommendation:

That Council hereby accepts the 2021 Capital and Unusual Spending Q4 report.

Discussion: This gives Council an idea of where we are at with capital and unusual spending compared to budget.

1.3 2022 Water & Wastewater Budgets

Recommendation:

That Council hereby approves the 2022 Water and Sewer Utility Budget; and further

That Council hereby authorizes City administration to proceed with the implementation of all budget related decisions in accordance with those reflected within the Water & Sewer Budgets; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2022 Water and Sewer Utility Budget by bylaw at its March 22nd Council Meeting; and further

That the appropriate bylaw be passed for this purpose.

Discussion: The budget includes the 3.1% water increase. There was one capital budget removed for the work on the force main on the marine water line keeping the \$160,000 carry forward but eliminating the \$250,000 project that was to be budgeted for 2022. Evaluated the project as a whole and the evaluation of the continuance of the repairs there was support for the project as it was moving forward and will evaluate the entire system as a whole and will make the recommendation to Council following that evaluation.

1.4 2022 Solid Waste Budgets

Recommendation:

That Council hereby approves the 2022 Solid Waste Utility Budget; and further

That Council hereby authorizes City administration to proceed with the implementation of all budget-related decisions in accordance with those reflected within the Solid Waste Budgets; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2022 Solid Waste Utility Budget by bylaw at its March 22nd Council Meeting; and further

That the appropriate bylaw be passed for this purpose.

Discussion:

The draft solid waste operating budget and five year capital plan were reviewed with Council at a special budget meeting being held February 28, 2022. The Finance Department updated the drafts to reflect Council's direction for changes during this meeting.

Administration is including option #2 that include a tiered rate model, which would create a different rate for the residents of the City of Kenora and the non-residents. The operating projections have incorporated the recommended increases: bag tag rates from \$2.00 to \$2.50 for residents and \$3.00 for non-residents; as well as option two for the tipping fee increases as per the schedule below.

Options	Minimum Charge	Commercial Garbage	Industrial Ash	Sewer Sludge	Jones Road Construction Contaminated Soli	Total Revenue Increase
Current Rate	\$ 15.00	\$ 90.00 Ton	\$ 35.00 Ton	\$ 90.00 Ton	\$ 65.00 Ton	\$ 0.00
Estimated Revenue	\$ 77,312.00	\$ 101,532.00	\$ 26,740.00	\$ 38,955.00	\$ 65,550.00	\$ 310,089
Residential	\$ 18.00	\$ 105.00 Ton	\$ 45.00	\$ 105.00	\$ 75.00	
Non-Residential	\$ 20.00	\$ 120.00			\$ 85.00	

The City's current landfill was built in 2000 and was designed for a lifespan of 40 years with a designed annual tonnage of 20,265. The cost to construct a new landfill is estimated at \$13-15 million dollars and an additional \$3-5 million is required for the decommissioning of the old landfill site. As we continue to accept additional waste streams from outside the City boundaries, the useful life of our facility decreases and the costs to operate increases. In 2021 our landfill accepted almost 34,000 tons of garbage which is approximately 167% of the designed annual tonnage. As a result, in a one year timeframe the City has reduced its landfills designed life by 1.67 years.

Administration's statistics indicate a significant increase in waste generation in the summer months which we believe is driven by our seasonal customers. Canada's 2021 Census of Kenora, Unorganized indicates a population of 7,475, which represents an increase of 11.6 percent over the 2016 census. Population increases within the Unorganized Kenora Region and the corresponding waste being generated will impact the life of the City's landfill but to what extent is not yet determined and hard to predict. The proposed tiered rate option will allow the Administration to better evaluate those future impacts appropriately and adjust funding requirements more quickly.

The average tonnage received at the City of Kenora landfill for the past ten years has been calculated to be approximately 26,228 tons per year. As indicated in the Landfill Estimated Lifespan chart, the landfill is expected to reach its designed capacity by 2041. Should the City continue to encounter volumes in excess of 26,228 tonnes per year, the lifespan of the facility will continue to erode and require replacement sooner than 2041.

If the City places \$500,000.00 per year into our reserves for the next nineteen (19) years we would have an estimated shortfall of approximately \$4,500,000.00 for the design and construction of a new landfill based on the rates including in the 2022 Solid Waste Budget. Administration will continue to explore potential revenue generating opportunities and funding programs through the Provincial and Federal government that will support the landfills infrastructure or operations.

Council questioned if administration considered a change of rate for curbside pickup. In the analysis was there a different model considered for curbside pickup. If we were to go to curbside

pick-up City wide, there may be a further increase in pricing for everyone as it may be significantly more costly for everyone. This is still boundary issues from amalgamation. We felt with the uncertainty with recycling and the changes from the Province, we are waiting for that decision before we do a more fulsome review of the entire division.

Council noted that looking for assurance that if raising these rates will provide sufficient funds are going to be put away and not necessary to put away for the entire thing. Current taxpayers should not pay the entire bill for a landfill that is going to happen in 25 years. There should be some put away but not the entire reserve. We don't want to get into this every 2-3 years where we are raising them and if we can put enough money away to pay for the decommissioning and a new one, hopefully we will have a large enough amount of money we can look at other means to finance the difference. We should not be saving money at the cost of other capital items in that utility it should be financed over a long period of time.

It was noted that if we look at the current landfill even after 20 years it is still in the construction phase. There will be additional funds required including federal and provincial funding if available. It was questioned if the \$4.5M the total cost at that time, or is that phased in over a period of years. Developing a landfill is recognizing the community at that time. It will be the planning stage of approximately 10 years. Life cycling and staging can happen but it will depend on where it is going to go and the topography at the time. Staging and building out can increase costs and will depend on where the new landfill will go. Sometimes staging and building out can increase costs but will work with the province through a longer period of time but depends on the strategy that is before us within the 10 year period prior to the end of the life cycle.

Council is concerned that rate payers now should not have to pay the full cost now for a facility the ratepayers will be using in the future.

1.5 Budget Amendments-2021 Project Carry Forwards

Recommendation:

That Council hereby approves the following budget amendments for 2021 carry forward projects that were not complete in 2021:

- \$227,771 to be funded through the Investing in Canada Infrastructure Program – Resilience Infrastructure Stream for the purchase and installation of a dehumidifier in the Thistle Arena at the Kenora Recreation Centre;
- \$22,432 to be funded through the Municipal Asset Management Program (MAMP) and the Contingency Reserve for the Asset Management Plan update with \$17,946 coming from the MAMP and \$4,486 from the Contingency Reserve;
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- \$30,350 for downtown reforestation project through net tax levy;
- \$5,399 to be funded through the Land Planning Reserve for the Official Plan/Zoning By-law Review

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2022 Capital budget at its March 22, 2022 meeting for these purposes; and further

That Council give three readings to a By-law to amend the 2022 Capital budget for this purpose.

1.6 2022 Conference Options for Council Attendance

Discussion:

With COVID continuing to impact various travel options for conferences and municipal learning opportunities, this report is intended to provide guidance to administration on any interest in municipal conferences that Council wishes to attend so arrangements may be made.

The following 2022 conferences will be held (either in person or hybrid):

- Ontario Good Roads Association (OGRA) Conference -Toronto - Fairmont Royal York Hotel from April 10th-13th
- Northwestern Ontario Municipal Association (NOMA) Conference & AGM-Fort Frances – Fort Frances Curling Club from April 27th-29th
- Ontario Association of Police Services Boards (OAPSB) Conference & AGM – Toronto Airport (hybrid) from May 26-27
- Federation of Canadian Municipalities (FCM) Conference-Regina (hybrid)-from June 2nd – 5th
- Association of Municipalities of Ontario (AMO) Conference-Ottawa-from August 14-17

Council provided direction to administration on the conferences they intend to attend in 2022. Councillor McMillan will attend NOMA and FCM. Councillor Goss will attend AMO. Councillor Van Wallegem will attend NOMA. Mayor Reynard will attend AMO and NOMA. Councillor Chaze will look at his calendar and get back to the Clerk. Councillor Smith will attend NOMA and Councillor Poirier will attend NOMA and AMO.

1.7 Taxi Bylaw

Recommendation:

That Council hereby adopts a bylaw to license and regulate taxi cabs, limousines and Drays in the City of Kenora; and further

That bylaw number 104-2019 be hereby repealed.

1.8 April Committee of the Whole Meeting Date

Recommendation:

That Council hereby amends the 2022 Council meeting calendar to reflect the April 12 Committee of the Whole meeting date be rescheduled to April 5, 2022.

Discussion: The Corporate Services Division is requesting Council to consider changing the April Committee of the Whole date to allow both the Clerk and Deputy Clerk to attend the spring Association Municipal Clerks & Treasurers of Ontario (AMCTO) Zone 9 conference in person in Thunder Bay. The conference was originally scheduled for virtual attendance but has been changed to in-person only. The request is to change the April 12 Committee of the Whole meeting to one of the following dates: Tuesday, April 5th, Monday, April 11th Thursday, April 14th

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The Council meeting date of April 19th would remain unchanged.

1.9 2018-2022 Term of Council Boards & Committees Review

Recommendation:

That the 2018-2022 term of Council reviewed the existing Boards and Committees that form part of this term of Council and recommend that the Heritage Kenora and the Kenora Urban Recreational Trails Committee be excluded from the renewal process at end of term November 14, 2022; and further

That the terms of reference for these two committees be repealed effective November 14, 2022; and further

That Council directs Administration to conduct a legal review on the membership of members of Council on the Kenora Health Care Board of Directors.

Discussion:

In preparation for the 2023-2026 term of Council, administration traditionally presents the current term of Council with an opportunity to review the current Boards and Committees and determine if there should be any changes for the next term of Council.

Councillor McMillan referenced the two committees he is directly involved in. Heritage Committee meeting on March 16th opportunity to have the discussion with the committee and opens the door of the communication with the committee. Support the recommendation of the Health Care Centre and the review of the Board. The legal review is relative and appropriate at this time. Some comments and criticism have been made of the process and it is a process that we use to look at committees for next Council. Make suggestions for next Council and the volunteers on the committees are very valued.

Councillor Smith believes the process is flawed and volunteers on these committees hearing this come forward without any heads up sends a bad message to our volunteers that we wouldn't have those conversations around those tables. Disrespectful to hear this coming from a meeting or media and feel there would have been value having the conversation around the table. Trails for new trails coming forward a lot of come from the trails committee and would not have happened if it wasn't for the trails committee. There is value in doing that and think that out of respect for our volunteers but this process is flawed and we can learn from it. Defer the report until all committees have an opportunity to weigh in the discussion.

Adam Smith, Director of Development Services noted that the Planning Advisory Committee will be reviewed when the new Official Plan and Zoning Bylaw comes into effect. It will be reviewed at that time where there may be changes and broader changes to the committee as a whole. At this point in time we are recommending it remains the same and if there is an immediate need to look at changes staff recommendation would be plans of subdivision. It is a consideration and not so much a recommendation at this time.

Councillor Poirier noted that the Urban Trails people may be looking at alternate methods of transportation and not sure agree with disbanding that committee unless it can be fit under other committees. The Health Care Centre only concern have is the significant risk we have to the City as we are securing a significant loan of over \$5 million. Would like to see in a revised terms of reference is reports back to Council. If they don't make a mortgage payment, we are paying the mortgage payment. Want to ensure there is a layer there for Council and for the

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citizens of Kenora. Need to come up with mechanism that there is reporting back to Council and should be receiving information to ensure things are alright.

Councillor Chaze expressed that Kenora Heritage Committee is passionate and with the goals of efficiencies in mind will it streamline that process. Looking for clarification on what efficiencies we would be looking at. For staff involved in Heritage Kenora they enjoy working with the committee but from a staff perspective it takes time for staff to frame reports and prepare for committee. There may be some risk as it exists now by in large the CIP grants as it stands now are not going towards heritage structures, the fit of the CIP program, they are not approving grants related to heritage structures. It would allow more streamlined process for the applications.

Councillor Van Wallegghem understands the need for a review. Opposed to the Heritage Committee getting any changes at all. Impressed with everything and not afraid to hurt feelings or turn people down for things. They are the watchdog in the downtown. I don't see that happening with the MUSE Board. Leave the Heritage recommendation as it is.

Councillor Smith feels there is an opportunity for a report to come back later. Urban Trails not saying it isn't sunset but believe its good manners to have the discussion around the table. Part of the process and improve upon the process.

McMillan expressed that Tunnel Island and Rat Portage Common Ground Conservation Authority could be one and combined.

Councillor Poirier recommended to look at the KDSB appointment as there is no alternate anymore.

Council agreed to allow feedback to come from the committees back to Council.

2. Fire & Emergency Services

No Reports

3. Engineering & Infrastructure

No Reports

4. Community Services

4.1 Application for Funding – Inclusive Community Grants Program

Recommendation:

That Council hereby authorizes a funding application to the Ministry for Seniors and Accessibility under its Inclusive Community Grant to support costs identified within the City's 2022 capital plan; and further

That Council approves any cost overruns associated with this project.

4.2 Application to Trans Canada Trail

Recommendation:

That Council hereby authorizes an application for funding to Trans Canada Trails under its Trail Care Grant initiative.

4.3 Hoopla Island Memorandum of Understanding

Recommendation:

That Council hereby authorizes the Mayor and Clerk to execute a Memorandum of Understanding (MOU) with Twenty-One Ventures Inc. for the operation of a floating water park in the waters off Norman Beach; and further

That three readings be given to a by-law for this purpose.

4.4 Repeal License of Occupation Agreement

Recommendation:

That Council hereby repeals bylaw #135-2021, being a bylaw to authorize a license of occupation agreement between the Corporation of the City of Kenora and Her Majesty the Queen, in Right of Canada, represented by the Minister of the Environment for the use of property located at the intersection of Bay Street and Government Road (North-East corner), City of Kenora, in the Province of Ontario; and further

That the appropriate by-law be passed for this purpose.

4.5 Funding Application to NOHFC – Canada Day Activities

Recommendation:

That Council hereby direct staff to complete an application to the Northern Ontario Heritage Fund (NOHFC) Cultural Supports program for Canada Day 2022 in the amount of \$10,000; and further

That Council hereby approves any cost overruns associated with the project.

5. Development Services

5.1 Funding Application – Active Transportation Fund

Recommendation:

That Council hereby approves an application to the Government of Canada Active Transportation Fund: Planning and Design Project Stream for the development of an Active Transportation Master Plan; and further

That an application be made to the Capital Project Stream for the development of an accessible trail link between Norman Park and the Lake of the Woods Discovery Centre.

F. Proclamations

None

G. Other

- Councillor Smith global International Women’s Day which is a global day of recognition on March 8th.
- Councillor McMillan celebrating International Women’s Day and recognize and have great respect for the courage, resilience and hope of the Ukrainian people. Offer prayers and words of hope during this extremely tragic event happening.
- Councillor Chaze further expressed the concerns for the Ukrainian people and the family and friends of the people in the Ukrain of the local citizens.
- Councillor Poirier have heard a lot of positive comments from people in the community that we are flying the Ukrainian flag and it means so much for the Ukrainian people..

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This is a small gesture and token of appreciation and has gone a long way. Nice to hear positive comments.

H. Next Meeting

- Tuesday, April 5, 2022

I. Adjourn to Closed

Resolution #2 - Moved by Councillor G. Chaze, Seconded by A. Poirier & Carried:

That Council now adjourn to a closed session at 10:32 a.m.; and further

That pursuant to Section 239 of the Municipal Act, 2001, as amended, the Closed Session will discuss items pertaining to the following:-

- i) Education & Training Members of Council (1 matter-Development Services update)
- ii) A Proposed or Acquisition of Land for Municipal Purposes (1 matter-offer of property)
- iii) Receiving Advice that is Subject to Solicitor-Client Privilege (1 matter-tax matters)
- iv) Personal Matters about an Identifiable Individual (2 matters-Muse & PAC appointments)

J. Reconvene to Open Meeting

Council reconvenes to open session at 1:26 p.m. with the following reports from its closed session:-

Muse Board Appointment Recommendation:

That Council hereby appoints Terence Douglas to the Muse Board for a term at the pleasure of Council no later than November 14, 2022.

Planning Advisory Committee Appointment Recommendation:

That Council hereby appoints Chris Price to the Planning Advisory Committee for a term at the pleasure of Council no later than November 14, 2022.

12:00 p.m. - Zoning Bylaw Amendment - D14-22-02 - 1415 & 1435 Valley Drive Recommendation:

That Council hereby approves an Application for Zoning By-law Amendment, File No. D14-22-02, to change the zoning of the subject properties from "RU Rural Zone and "HC" Highway Commercial Zone, to "RU" Rural Zone, "HC[52]" Highway Commercial, Exception Zone, and "R3" Residential – Third Density Zone should be approved, in lieu of public comments that may yet to be received.; and further

That Council gives three readings to a by-law to that effect.

K. Close Meeting

Meeting adjourned at 1:27 p.m.