



# **AGENDA**

## **Regular Meeting of Council of the City of Kenora**

**Tuesday, May 17, 2016  
12:00 p.m.  
City Hall Council Chambers**

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### **1. Call to Order**

### **2. Blessing – Councillor Wasacase**

### **3. Public Information Notices**

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

- Adopt the 2016 Municipal Operating Budget
- Adopt the 2016 Solid Waste Utility Budget
- Adopt the 2016 Water and Sewer Utility Budget
- Adopt optional tools for the purposes of both administering limits for certain property classes and excluding certain properties from the capping process
- Adopt optional tools for the purposes of administering limits for eligible properties within the meaning of Section 331 (new construction) for the commercial, industrial and multi-residential property classes for 2016
- Council intends to pass a By-law establishing Council remuneration in accordance with the requirements within The Municipal Act, 2001
- Council will declare lands described as PIN 42162-0723 PLAN M13 LOT 64 PCL 1615 (Coney Island) surplus to the needs of the municipality
  - 2015 Business Improvement Board Levy

### **4. Declaration of Pecuniary Interest and the General Nature Thereof**

The Mayor will ask if any Member of Council has any Declarations of Pecuniary Interest and the General Nature Thereof pertaining to any items as follows:

- i) On today's agenda or from a previous meeting;
- ii) From a meeting at which a Member was not in Attendance

### **5. Confirmation of Previous Council Minutes**

- Regular Council April 19, 2016

### **6. Presentations/Deputations**

Approximately five (5) minutes per person/group.

## **7. Additions to Agenda** (urgent only)

## **8. Appointments**

- Tunnel Island Common Ground Board Appointments
- Kenora District Homes for the Aged Board Appointment

## **9. Reports from Committee of the Whole**

### **9.1 Corporate Services & Strategic Initiatives**

- 2016 Municipal Operating Budget
- 2016 Solid Waste Budget
- 2016 Water & Sewer Budget
- 2016 Capping Options
- 2016 New Construction New to Class
- 2016 Revenue Neutral Tax Ratios
- 2016 Tax Rates & Ratios
- Ontario Regulation 284/09: 2016 Budget Matters
- Citizen Recognition Program
- Council Remuneration Tax Exemption
- Docking Bylaw Amendment
- Graffiti Bylaw
- OACFDC Sponsorship
- 2016 BIZ Levy

### **9.2 Fire & Emergency Services**

- No Reports

### **9.3 Operations & Infrastructure**

- No Reports

### **9.4 Community & Development Services**

- Beaches, Parks and Trails Plan
- Harbourtown Community Improvement Plan
- It's a Dog's Life Request
- Rec Centre 1st Quarter Report
- Sign Variance Request – Raysolar
- Event Centre Business Case and Design Work
- Zoning Amendment – Z01-16 (Emergency Shelters)
- Surplus of Municipal Lands – Coney Island
- Z02-16 Zoning Amendment (Godbout)

## **10. Housekeeping Items**

- Q1 Investment Report
- Johnstone-MacPherson Agreement
- Agreement of Purchase & Sale - Gagnon
- Agreement with Kenora Consultants Inc. – Black Sturgeon Water Quality
- Canadian Red Cross Lease Agreement for 1008 Ottawa Street

- New System Janitorial Services Agreement
- Path of the Paddle Agreement
- Physician Recruitment Support
- Various Committee Minutes
- Water & Wastewater Systems March 2016 Summary
- WSL Site Plan Agreement

## 11. Tenders

- 2016 Municipal Road Works

## 12. By-laws

Council will give three readings to the following by-laws: -

- Confirmatory
- 2016 Municipal Operating Budget
- 2016 Solid Waste Budget
- 2016 Water & Sewer Budget
- 2016 Capping Options
- 2016 New Construction New to Class
- 2016 Tax Rates & Ratios
- Citizen Recognition Program
- Council Remuneration Tax Exemption
- Docking Bylaw Amendment
- Graffiti Bylaw
- Community Improvement Plan – Harbourtown Centre
- Z02-16 Zoning Amendment - Godbout
- Johnstone-MacPherson Agreement
- Agreement of Purchase & Sale - Gagnon
- Agreement with Kenora Consultants Inc. – Black Sturgeon Water Quality
- Canadian Red Cross Lease Agreement for 1008 Ottawa Street
- New System Janitorial Services Agreement
- Path of the Paddle Agreement
- WSL Site Plan Agreement
- 2016 BIZ Levy

## 13. Notices of Motion

## 14. Proclamations

- Access Awareness Week (May 29-June 4)

## 15. Announcements (non-action)

## 16. Adjournment of Meeting

### Information on Voting by Mayor & Council under The Municipal Act, 2001

**243.** Except as otherwise provided, **every member** of a council shall have **one** vote;

**245.** Any question on which there is a **tie vote shall be deemed to be lost**, except where otherwise provided by any Act;

**246. (1)** If a member present at a meeting at the time of a vote requests immediately before or after the taking of the vote that the vote be recorded, each member present, except a member who is disqualified from voting by any Act, shall announce his or her vote openly and the clerk shall record each vote;

**(2)** A **failure to vote** under subsection (1) by a member who is present at the meeting at the time of the vote and who is qualified to vote shall be **deemed to be a negative vote**.



April 26, 2016

## City Council Committee Report (from Closed)

**To: Mayor and Council**

**Fr: Jennifer Findlay, Economic Development Officer**

**Re: Tunnel Island Common Ground Board Appointments**

### **Recommendation:**

That the City of Kenora appoints Mayor David Canfield, Councillor Rory McMillan and Councillor Mort Goss to the Tunnel Island Common Ground Board of Directors for a term at the pleasure of Council.

### **Background:**

The City of Kenora co-owns nearly 400 acres of green space on Tunnel and Old Fort Islands in partnership with Obashkaandagaang, Ochiichawe Babigo Ining, Wauzhusk Onigum and Grand Council Treaty #3, following a 2006 Memorandum of Understanding (MOU) with Abitibi Consolidated and an April 2007 transfer of the Lands. A second MOU signed in 2007 states that the land is 50% owned by the City of Kenora and 50% owned by Grand Council Treaty #3 or its designates.

Tunnel Island is a place where the rich, cultural history of the aboriginal and non-aboriginal populations of the area meet. Since 2006, the partners have met on the Island every spring and the fall to feast the land. Important ceremonies have been held and partnerships have been developed.

The Vision statement for the Tunnel Island Common Ground is:

***"Shared History, Shared Land, Shared Future"***

In 2014, the City of Kenora accessed funding on behalf of the Tunnel Island partners to develop a governance structure and in 2015, further funding was accessed to develop a short term strategic plan for the Board. Jeremiah Windego of Black Dog Management and Consulting was hired to facilitate the project.

Members of the Tunnel Island Common Ground Board Development project included:

Donna Anderson – Grand Council Treaty #3, Councillor Ed Skeid – WON, Elders Clifford and Janet Skead – WON, Starla Ledoux – Obashkaandagaang, John Henry, Barry Henry EDO, Elder Alice Kelly –Ochiichagwe Babigo Ining and Kenora Mayor David Canfield, Councillor Rory McMillan and Jennifer Findlay, EDO.

The group started meeting in September, 2014 and has met on a regular basis since then. The group discussed terms of reference, board selection, qualifications, reporting requirements, responsibilities and other items.

On March 10, 2015, consultant Jeremiah Windego from Black Dog Management & Consulting, presented an overview of the project at the City of Kenora's Committee of the Whole meeting, including the proposed governance structure.

Since that time, Obashkaandagaang, Ochiichawe Babigo Ining, and Wauzhusk Onigum have each appointed their representatives to the Tunnel Island Common Ground board. Each community has appointed three representatives and each community will have one vote on the board.

The purpose of this report and recommendation is to ask the City of Kenora to appoint its three representatives to the Board. It has been suggested that the City of Kenora representatives should be three members of Council for this initial Board.

Current City of Kenora Representatives on the Tunnel Island Common Ground working group are Mayor David Canfield, Councillor Rory McMillan and Economic Development Officer Jennifer Findlay. It has been recommended that the three representatives from each of the five parties include a member of the leadership (Chief or Mayor), a member of Council or a Council appointee, and a staff member. Because the City of Kenora does not formally appoint staff members to Boards, it is recommended that the City of Kenora would appoint three Council members to the Board. It has been further recommended that the current members of the working group are appointed to ensure continuity as the Board is in its early stages of development.

**Budget / Financial Implications:** None at this time

**Communication Plan/Notice By-law Requirements:** Manager, Community & Development Services, Tunnel Island Common Ground Working Group

**Strategic Plan or other Guiding Document:**

The Tunnel Island project is specifically mentioned in the City of Kenora's Vision 20/20 Strategic Plan:

2-8 The City will, in partnership with its First Nations partners, continue to advance the Tunnel Island 'Common Ground' project in a manner that celebrates and respects the cultural, historic and environmental importance of the lands for all people



April 29, 2016

## City Council Committee Report (from Closed)

**TO: Mayor & Council**

**FR: Heather Kasprick, City Clerk**

**RE: Appointment to the District of Kenora Home for the Aged Board**

**Recommendation:**

That Council of the City of Kenora hereby reappoints Norbert Dufresne to the District of Kenora Home for the Aged Board for a term at the pleasure of Council.

**Background:**

Notice was received from the Kenora District Home for the Aged regarding board membership for two members whose terms were expired.

Erin Roussin was re-appointed to the Board at the January Council meeting still leaving one vacancy on this board. I have continued to advertise for this vacancy and have had no response to date. On Friday, April 29<sup>th</sup> I received an email from Wanda Kabel, CAO from Sioux Narrows-Nestor Falls that she had an interested candidate.

As per the Long Term Care Act, 2007, our appointment must be in partnership with Sioux Narrows-Nestor Falls, which they are now seeking Council's agreement to this application. I do not have the standard application completed as they contacted the SNNF office regarding the Board.

Norbert is also a SNNF Councillor and Council of SNNF has agreed to his appointment.

**Budget:**

None

**Communication Plan/Notice By-law Requirements:** N/A



May 14, 2016

## City Council Committee Report

**To: Mayor and Council**

**Fr: Lauren D'Argis, Corporate Services Manager**

**Re: 2016 Biz Levy**

### **Recommendation:**

That Council hereby approves the Harbourtown Centre Business Improvement Board budget request in the amount of \$50,000 representing the 2016 Business Improvement Board levy; and

That Council hereby gives three readings to a By-law to adopt the estimates for funds to be raised for 2016 on behalf of the Harbourtown Centre Business Improvement Board; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2015 Business Improvement Board Levy at its May 24, 2016 meeting.

### **Background:**

In 2003, under By-Law #166-2003, the City of Kenora established an improvement area for the purposes of "the improvement, beautification and maintenance of municipally owned lands, buildings and structures in the area, beyond such improvement, beautification and maintenance as is provided at the expense of the municipality at large, and the promotion of the area as a business or shopping area". In this same By-Law, the City established a Board of Management, known as the "Harbourtown Centre Business Improvement Board", in accordance with Section 204 of the Municipal Act, 2001. This Board and area are often known as the "Kenora BIZ".

In accordance with the By-Law, the Kenora BIZ must provide to the City their annual report, as audited by the City's auditors, as well as a request for the current year levy. The 2015 BIZ annual report has not yet been distributed, however the City required that the BIZ submit their 2016 levy request in order to approve the levy amount in time to include on the City's 2016 final tax bills. The BIZ Executive has submitted a levy request of \$50,000 for 2016, unchanged from the 2015 BIZ levy request. The request does represent a decrease (due to changes in assessments) in the BIZ variable rate of about 6.7%, bringing that new rate to .0005011.

### **Budget:**

The BIZ levy is levied on the final tax bill directly from the applicable property owners within the BIZ area, in accordance with the provisions from the enabling By-law.

### **Communication Plan/Notice By-law Requirements:**

Notice of the approval will be given in accordance with Notice By-law #144-2007.

**Strategic Plan or Other Guiding Document:**

1-2: The City will forge strong, dynamic working relationships with the Kenora business community.



## Staff Report

For

the Council of the City of Kenora  
May 10, 2016

### Application for Zoning By-law Amendment Z02/16 Godbout Property

#### Introduction

Godbout Property Holdings Inc., owner of property at 100 First Avenue W., has applied to rezone the property from I- Institutional to R3 – Residential Third Density. The land and building were purchased from the Keewatin-Patricia District School Board which operated its Board offices from that location.

The property is described as 100 First Avenue West, and is legally described as PLAN M31 LOT 1 TO 5 LOT 45 TO 49 BULMER LOC PCL 4171 & PT RESERVE PLAN M116 DES RP 23R8790 PT 1 PCL 39858. The effect of approval would be to permit the re-purposing of the existing structure into condominiums and the addition of an enclosed parking structure and development of amenity space(s).

The property owner initially considered the development of rental apartment units for the building, but have reconsidered and will be developing condominium units.

#### Description of Proposal

- Rezone the property to R3 – Residential, Third Density, from I - Institutional;
- Renovate/repurpose the existing offices into condominiums, with associated amenity space(s) and enclosed parking;
- Repurpose an existing accessory structure for waste management purposes
- Construct enclosed parking structure
- Re-develop existing parking/access/egress
- Removal of existing communications tower.

#### Existing Conditions

- The property is located in the Norman neighbourhood, north of the CPR mainline and on the fringe of established residential development
- The property is approximately 1.024 ha in size with approximately 90 m of frontage on Norman Dam Road;
- There is an existing vacant office building, associated parking lot and accessory structures on-site;
- There is a communication tower located on the east side of the existing building;
- The property is serviced with municipal sewer and water;
- Access/egress is via Norman Dam Road;
- Lands to the north and west are undeveloped.



**Surrounding land uses are as follows:**

- North: Vacant, rural – municipal property
- South: Established residential
- East: Established residential
- West: Vacant, rural – municipal property

**Provincial Policy Statement 2014 (PPS 2014)**

This application is consistent with the PPS 2014, the property is within the identified settlement area and supports the development of land use patterns that sustain the province and municipality i.e. no new services required and provides intensification and redevelopment using existing building stock.

**City of Kenora Official Plan (2015)**

The area is designated Established Area in the Official Plan, surrounding uses are residential.

Principle 1 of the City of Kenora’s Official Plan is Sustainable Development. Kenora shall promote sustainable development to enhance the quality of life for present and future generations.

This application is consistent with the following objectives of this principle:

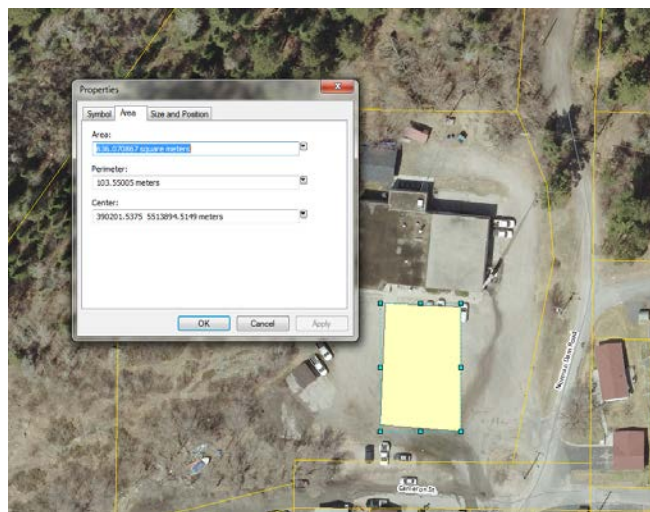
- To promote compact development by using land efficiently and existing infrastructure.
- To direct residential development to land within the settlement area boundary by way of infilling and residential redevelopment in the Established Area ...
- To support infill and intensification in built up areas (e.g. Harbourn Town Centre) where services exist.
- To provide opportunities for the adaptive re-use of former industrial areas and brownfield sites where the industrial use is no longer viable.

Principles 3 and 6 of the City of Kenora’s Official Plan- Affordable Housing and Complete Communities. Kenora shall encourage new development (e.g. buildings, new neighbourhoods) to provide for a mix of uses in planning for complete communities

This application is consistent with the following objective of this principle:

To provide a range of housing opportunities types that shall meet the physical and financial needs of an aging population and be able to provide a timely response to housing needs associated with a diversified economy, and support of mixed-use neighbourhoods.

Section 3.4 Land Use Compatibility - Compatible development means development that, although it is not necessarily the same as or similar to existing buildings in the vicinity, nonetheless enhances an established community and coexists with existing development without causing undue adverse impact on surrounding properties. Compatibility can be achieved in a variety of ways, including the provision of appropriate setbacks, buffering features, and transition in building height and massing. The height/mass of the building will not change, with the exception of the addition of enclosed parking.



**City of Kenora Zoning By-law 101-2015**  
**Land Use Planning Issues**

Zoning Mechanism		
	Apartment Dwellings	Godbout Proposal
(a) Lot frontage (minimum)	30.0 m	~90.0 m
(b) Lot area (minimum)	800 m <sup>2</sup>	10, 024 m <sup>2</sup>
(c) Front yard (minimum)	7.5 m	~14 m
(d) Interior side yard (minimum)	4.0 m	~16 m north ~43 m south
(e) Exterior side yard (minimum)	4m	N/A
(f) Rear yard (minimum)	10m	~58 m
(g) Gross floor area (minimum)	37 m <sup>2</sup> /unit	~ 37 m <sup>2</sup>
(h) Lot coverage (maximum)	40%	exceeds
(i) Building height (maximum)	10 m	~5m
Section 3.3 Amenity Area	6 m <sup>2</sup> per dwelling unit and/or 10% of the gross floor area of each rooming unit Aggregated into areas of up to 54 m <sup>2</sup> , and where more than one aggregated area is provided, at least one must be a minimum of 54 m <sup>2</sup> .	Minimally 636 m <sup>2</sup>

**Lot Size and Frontage** - The lot exceeds size and frontage minimums in the R3 – Residential Third Density zone and on Rabbit Lake Road,

**Servicing** - The lot is municipally serviced for water, sewer. No extension of City services is required.

**Utilities** – Kenora Hydro and Bell Canada provide services.

**Access** - The subject property is presently accessed via the Norman Dam Road.

**Natural Heritage** - No issues were identified.

**Site Plan Control** - Will be in effect

**Amenity Space** - Exceeds required space

Comments from Municipal Staff:

Departments Circulated	Comments Received
Planning Department	As per this report, the application has regard to the PPS 2014 and City's OP; the Planning Department supports this application. Site plan agreement will be required
Building Department	
Operations Manager	The applications refers to either for apartments or condos. For future development, a choice will be required in order to consider servicing; condos will require separate services for each unit. Recommend that the two entrances be joined to make a loop for better access to the building. During the site plan agreement process the following will apply: A drainage plan should be provided for the site. If the location for the recycling station is it also for garbage collection, that should be indicated Any outside lighting for the parking area should be indicated Visitor parking spaces should be indicated If here a proposed entrance sign and name for the building, the sign location should be indicated Generally the property owner may wish to consider the additional room for development on this property, to the west of the existing building
Roads Department	
Sewer & Water Department	No concerns
Municipal Engineer	No concerns or issues. The proposal looks at not paving the driveways and internal roads which may need to be done as per zoning requirements? Also the distance to get vehicles in and out of the end stalls of the garage looks narrow.
Kenora Hydro	
Kenora Fire & Emergency Services	Kenora Fire has no issues with the current information and plans as shown. The new construction will follow all fire related sections within the Ontario Building Code.
Heritage Kenora	

Public Comments - None received to date (April 14, 2016)

**Agency Comments -**

14 Apr 2016 – Ray Davies, MCIP, RPP - OPG has no concerns with this zoning by-law amendment application

**Kenora Planning Advisory Committee**

Jackie Godbout presented her plans for the building and the property and explained that they will now be using a condominium description as the form of ownership of the new units to be developed, rather than develop rental apartments. It was explained to Ms. Godbout that there will be additional requirements, both under the Planning Act, Condominium Act and Ontario Building Code. The Site Plan Control By-law will apply, regardless.

**Recommendation:**

Moved by: Robert Kitowski                      Seconded by: Graham Chaze

That the Kenora Planning Advisory Committee, having reviewed the application, recommends that the Council of the City of Kenora approves the proposed zoning by-law amendment Z02/16 Godbout to amend the Zoning By-law 101-2015 for the property described as PLAN M31 LOT 1 TO 5 LOT 45 TO 49 BULMER LOC PCL 4171 & PT RESERVE PLAN M116 DES RP 23R8790 PT 1 PCL 39858 from I – Institutional to R3 – Residential, Third Density; as the effect of approval of the application is consistent with the Provincial Policy Statement (2014), and meets the purpose and intent of both the City of Kenora Official Plan (2015) and

Zoning By-law No. 101-2015, for the reasons outlined in the planning report.

**Statutory Public Hearing:** Tuesday, May 10, 2016 at 11 a.m.



May 3, 2016

## Housekeeping Council Briefing (Direct to Council – does not appear at COW)

**Agenda Item Title:** Investment Report including Kenora Citizens' Prosperity Trust Fund

**Background Information:**

Kenora Citizen's Prosperity Trust Fund (KCPTF):

In 2008, City Council approved the establishment of the Kenora Citizens' Prosperity Trust Fund. The proceeds of disposition from the sale of the KMTS entities of \$40,896,446 were transferred to this Fund.

In order to offset lost net revenues as a result of the sale of the KMTS entities, the City requires an annual return of \$1,100,000 in income from the Trust, in addition to the elimination of long term debt payments which occurred in 2007. This transfer has not been deducted from the investment values below. Any erosion of the balance of the Trust will result in an additional burden on City taxpayers.

The first KCPTF portfolio is with the ONE Public Sector Group of Funds and accounts for almost one quarter of the Trust Fund. The market value of this investment at March 31, 2016 is \$11,436,064. (This is an increase of \$228,933 in market value from December 31, 2015.) This portfolio is held in bond, universal corporate bond and equity funds that are all monitored to ensure that they remain within the Ontario Provincial legislation for municipal investments. The year to date actual return on these ONE fund investments for 2016 is 8.32%. This rate reflects the total return including market impact. The return on book value for year to date 2016 is 1.58%.

The second and largest KCPTF portfolio is managed by Manulife Asset Management with RBC Dexia Investor Services as custodians. The City receives quarterly reports and information from the March 31, 2016 report is attached. The market value of these investments is \$25,089,683 (\$96,447 higher than the value at the end of December 2015). Securities held in this portfolio are largely bank and federal and provincial government issues. The year to date return on these funds is 0.41%. The rate of return since inception is 3.07%. These returns also take the market impact into account.

In addition, the KCPTF holds \$6,859,776 in debt from the City of Kenora. The rate of return on this debt is 3%.

**Other Investments:**

The City of Kenora maintains investment portfolios separate from the Kenora Citizen's Prosperity Trust Fund. These investments are entirely held in the ONE Public Sector Group of Funds and the market value at March 31, 2016 is \$12,072,478. (This is an increase of \$217,604 in market value from December 31, 2015.) This portfolio is held in bond, universal corporate bond and equity funds that are all monitored to ensure that they remain within the Ontario Provincial legislation for municipal investments. The year to date return for this portfolio is 7.5%. The year to date return on book value is 1.7%.

**Budget:**

There is no expected budget impact as a result of this report.

**Communication Plan/Notice By-law Requirements:**

For information only

**Strategic Plan or other Guiding Document:**

Report is required per policy CS 4-2.

**Resolution for Council:**

That Council of the City of Kenora hereby accepts the 2016 First Quarter investment report that includes details of the Kenora Citizens' Prosperity Trust Fund and other City of Kenora Investments.

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**Briefing By:** Lauren D'Argis, Corporate Services Manager

**Bylaw Required:** No



22 April ,2016

## Housekeeping Council Briefing

(direct to Council – does not appear at COW)

### Agenda Item Title:

Authorize agreement of purchase and sale - Johnstone and MacPherson – 16 Pelican Road

### Background Information:

In June of 2015, Council declared surplus and approved lands abutting 16 Pelican Road, PLAN M133 LOT 16 PCL 41622 to be sold to Scott Johnstone and Patricia MacPherson. All of the requirements have been met, and once the Mayor and Clerk have been authorized to execute the agreement, the property can now be sold.

### Resolution for Council:

1. That the Corporation of the City of Kenora hereby declares that the land described as Part 1 and Part 2, 23R-12464; Dufresne Island, Winnipeg River, City of Kenora, District of Kenora as surplus lands.
2. That the Corporation of the City of Kenora shall sell to that Part 1 and Part 2, 23R-12464; Dufresne Island, Winnipeg River, City of Kenora, District of Kenora for the sum of \$4,715.20 plus HST **provided that** a Merger Agreement pursuant to the Planning Act registered on title to provide that this property shall be an addition to the adjacent property owned by the Transferee.
3. That the Purchasers have undertaken and agreed to pay all related costs including appraisal fees, advertising fees, legal fees, survey fees, and any other disbursements related to the transfers.
4. That the Mayor and the Clerk be and they are hereby empowered to execute documents in connection with the stopping up, closing and selling of the hereinbefore mentioned

**Briefing By:** Tara Rickaby

**Bylaw Required:** Yes





22 April 2016

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

### Agenda Item Title:

Authorize agreement of purchase and sale - Gagnon – 214 Beryl Winder Road - Amended by-law

### Background Information:

In January of this year, Council adopted a by-law to enter into an agreement of purchase and sale with Gagnon, on Beryl Winder Road.

Part of the due diligence, by the Municipal Solicitor, was to ensure that the portion of road allowance the City was surplussing and selling was in fact assumed by the City. It was not, and another by-law was adopted to ensure that this was done.

When the transfer, to Gagnon, was sent to the London Ontario Land Titles Office for review (required practice now), they refused to register because the by-law to assume the road allowance was adopted after the by-law to authorize the actual sale.

This by-law is amended to meet the requirements for registration of the sale. By-law No. 3-2016 must be repealed.

### Resolution for Council:

1. That the Corporation of the City of Kenora hereby declares that the land described as Part 1 and Part 2, 23R-12433; Dufresne Island, Winnipeg River, City of Kenora, District of Kenora as surplus lands.
2. That the Corporation of the City of Kenora shall sell to Raymond and Donna Gagnon that Part 1 and Part 2, 23R- 12433; Dufresne Island, Winnipeg River, City of Kenora, District of Kenora for the sum of \$4,715.20 plus HST **provided that** a Merger Agreement pursuant to the Planning Act registered on title to provide that this property shall be an addition to the adjacent property owned by the Transferee.
3. That the Purchasers have undertaken and agreed to pay all related costs including appraisal fees, advertising fees, legal fees, survey fees, and any other disbursements related to the transfers.
4. That the Mayor and the Clerk be and they are hereby empowered to execute documents in connection with the stopping up, closing and selling of the hereinbefore mentioned lands.
5. That By-law No. 3-2016 is hereby repealed.

**Briefing By:** Tara Rickaby

**Bylaw Required:** Yes



20 April 2016

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

### **Agenda Item Title:**

Authorize the execution of a consulting contract – Black Sturgeon Lake Water Quality – Kenora Consultants Inc.

### **Background Information:**

In 2007, the City of Kenora retained the services of Kelli Saunders Environmental Management/Gartner Lee to undertake a lake management plan for Black Sturgeon Lake. The study was approved, by City Council in 2008. The report contains a series of recommendations based on best management practices for managing the basin and surrounding lands.

In 2009 and 2010, the City of Kenora commissioned water quality studies, of various points in Lower and Upper Black Sturgeon Lakes. The results of these tests provide some benchmark data, which is included as part of this document.

In 2015, the City of Kenora Official Plan was approved, and implemented a number of land use policy recommendations for Black Sturgeon Lake. Development restrictions such as larger frontages for new lots, a limitation on the total number of lots to be created, and water quality monitoring were some of the more important components of the Official Plan.

Since the approval of the Black Sturgeon Lake Capacity and Management Study (October, 2007), and corresponding Official Plan, there have been 71 new lots approved for creation, either by consent or by subdivision. To date, all 56 of those have been registered and are transferable; 15 remain unregistered and are presently not transferable.

In March, of this year, the City of Kenora issued a Request for Proposals (RFP) from interested parties for the preparation of a proposed work program to conduct a water quality monitoring program for Black Sturgeon Lake. The purpose of the project is to undertake research on the water quality, per the recommendations of the Lake Capacity and Management Study for Black Sturgeon Lake (Kelli Saunders Environmental Management & Gartner Lee Limited. 2007). The intent of the RFP is to award the work to a consultant based on the evaluation of relevant information from Respondents with proven work records and management expertise in similar undertakings. Three proposals were received and based on the review criteria, Kenora Resource Consultants Inc. was the successful firm.

Because this was a budgeted item, the project has begun, based on a letter of intent.

**Budget:** Capital budgeted item

**Resolution for Council:**

That the City of Kenora enters into a contract with Kenora Consultants Inc., Ryan Haines as project lead, to provide the water quality monitoring services for Black Sturgeon Lake per the proposal, at the fee of \$3,955.00 + HST; and further

That three readings be given to a by-law to authorize the execution of the contract.

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**Briefing By:** Tara Rickaby

**Bylaw Required:** Yes



April 7, 2016

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

**Agenda Item Title:** Canadian Red Cross Lease Renewal

**Background Information:**

The lease agreement with the Canadian Red Cross will expire at the end of June this year (2016) and they have indicated an interest to renew the lease agreement for a further two (2) year term, starting July 1<sup>st</sup> of each year. The lease is set up with a possible 3<sup>rd</sup> year extension if requested by the Lessee.

The lease renewal provides for an annual 3% escalation annually from the 2015 rate \$9031.42 + HST) for the term of the lease,

2016 \$ 9302.36 + HST

2017 \$ 9581.43 + HST

3<sup>rd</sup> year Extension upon requested

2018 \$ 9868.87 + HST

**Resolution for Council:**

That Council gives three readings to a by-law to authorize the execution of a two (2) year lease agreement with the Canadian Red Cross for municipal property located 1008 Ottawa Street (Unit A); and further

That the Mayor and City Clerk be hereby authorized to execute the agreement.

**Briefing By:** James Tkachyk

**Bylaw Required:** Yes



May 12, 2016

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

### Agenda Item Title:

Miscellaneous Housekeeping Bylaws

### Background Information:

At the April 19, 2016 Council meeting the following Resolution was passed:

#### Parks Public Washrooms Tender

33. Moved by L. Roussin, Seconded by R. McMillan & Carried: -

That Council gives three readings to a bylaw authorizing an agreement between the Corporation of the City of Kenora and New System Building and Property Services Ltd. for a three year term for Parks Public Washroom Contract for various city parks washrooms in the amount of \$63,291.00 (plus HST); and further

That the agreement includes all schedules outlined in the tendered document and the bid submitted by New System Building and Property Services Ltd.

The Agreement is now ready for execution & bylaw.

At the February 16, 2016 Council meeting the following Resolution was passed:

#### Path of the Paddle Trailhead Location

12. Moved by R. McMillan, Seconded by S. Smith & Carried: -

That Mayor and Council accept the request by the Path of the Paddle Association to install trailheads at Anicinabe Park and Norman Park; and further

That all associated fees for the design, development, installation, and maintenance of the trailheads be the responsibility of the Path of the Paddle Association.

The Agreement is now ready for execution & bylaw.

### Resolution for Council:

That Council gives three readings to a bylaw to execute an agreement between New System and Property Services Ltd and the Corporation of the City of Kenora for a Parks Public Washroom Contract.

That Council gives three readings to a bylaw to execute an agreement between the Path of the Paddle Association and the Corporation of the City of Kenora for the construction and installation of trailhead signs at Anicinabe and Norman Parks.

**Briefing By:** Heather Kasprick, City Clerk

**Bylaw Required:** Yes (2)



April 26, 2016

## City Council Committee Report

To: Mayor and Council

Fr: Heather Kasprick, City Clerk

Re: Physician Recruitment

### Recommendation:

Whereas since February 2015, the Ontario government has made an almost 7% unilateral cut to physician services expenditures which cover all the care doctors provide to patients, including cuts to programs which are specifically designed to act as incentives for physicians to practice in rural areas; and

Whereas the decisions Ontario makes today will impact patients access to quality care in the years to come and these cuts will threaten access to the quality, patient-focused care Ontarians need and expect; and

Whereas many rural municipalities in Ontario are now being forced to form physician recruitment and retention committees and strategies to deal with the reality of physician shortages in their communities with a further burden to the municipal tax payer with costs associated to such committees being part of the municipal budget; and

Whereas northern rural areas in Ontario are already at a distinct disadvantage in recruiting family physicians due to a number of factors;

Now Therefore Be It Resolved That Council of the City of Kenora hereby requests that the Minister of Health and Long Term Care reinstate incentives for physicians to practice in rural areas of Ontario, in particular Northwestern Ontario, and that the Minister return to the table with Ontario's doctors and work together through mediation-arbitration to reach a fair deal that protects the quality, patient-focused care Ontario families deserve; and further

That it be further resolved that copies of this resolution be sent to the Premier of Ontario, the Federal and Provincial Ministers of Health, the Ontario College of Physicians and Surgeons, MP Bob Nault and MPP Sarah Campbell.

### Background:

This resolution is an extension of our Kenora Area Health Care Working Group Committee's efforts to address the challenges with health care recruitment and retention in Kenora. While this is an ongoing problem for all rural municipalities, the north is particularly affected.

Municipalities are now being forced to develop local committees such as ours to try to address the challenges in health care which is quickly becoming a municipal problem as local citizens are being affected by not having a family physician or the community not having the proper health care available to them and they are turning to their municipal politician to address the issue. This should be a provincial and federal problem and

funding for these recruitment strategies should be covered by those levels of government and not the local municipal taxpayer.

**Budget:** N/A

**Communication Plan/Notice By-law Requirements:** Resolution only.

**Strategic Plan or other Guiding Document:**

2-4 The City will act as the catalyst for continuous improvements to the public realm



May 2, 2016

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

### Agenda Item Title:

Receipt and Approval of Various Committee Minutes

### Background Information:

This static monthly report is for the purpose of Council approving and/or receiving various Committee Minutes. Those being approved are the Committees of Council which Council should be approving the actions of those Committees and does so in the form of a by-law under the Confirmatory By-law.

The Minutes being received are typically from local Boards or Corporations for information only (and cannot be 'approved' by Council).

The various Minutes will appear under separate cover as an attachment on SharePoint to this report.

### Resolution for Council:

That Council hereby adopts the following Minutes from various City of Kenora Committees:

- February 24 – Kenora Public Library Board
- March 2 – Event Centre Committee
- March 9 – Accessibility Advisory Committee
- March 9 – Harbourtown BIZ
- April 6 – Kenora Urban Trails Committee
- April 13 – Environmental Advisory Committee
- April 28 – Lake of the Woods Museum Board; and

That Council hereby receives the following Minutes from other various Committees:

- January 14 – Kenora District Services Board
- February 3 & March 24 – Kenora Police Services Board
- February 19 & March 23 – Northwestern Health Unit Board of Health
- February 23 – District of Kenora Home for the Aged Board of Management
- March 15 – Planning Advisory Committee; and further

That these Minutes be circulated and ordered filed.

**Briefing By:** Heather Lajeunesse, Deputy Clerk

**Bylaw Required:** No





April 26, 2016

## Housekeeping Council Briefing

(direct to Council – does not appear at COW)

**Agenda Item Title: 2016 Water & Wastewater Systems Monthly Summary Report - March**

**Background Information:**

The Water and Sewer Department will be providing Council with Water and Wastewater Systems Summary Reports, on a monthly basis.

The purpose of the Report is to provide Council with an understanding on how the water and wastewater systems they own and operate are maintained. Data will be collected at the end of each month and presented to Council for acceptance, see attached.

The Operations Department recommends that Council accept the 2016 Water and Wastewater Systems Monthly Summary Report for March.

**Resolution for Council:**

That Council of the City of Kenora hereby accepts the March 2016 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by City administration.

**Briefing By:** Richard Perchuk, Operations Manager

**Bylaw Required:** No

**CITY OF KENORA**

**Monthly Summary Report  
Water & Wastewater Systems**

**March 2016**

Prepared by: Biman Paudel, Water & Wastewater Division Lead  
Ryan Peterson, ORO, Water Treatment Plant  
Gord St. Denis, ORO, Wastewater Treatment Plant

## **1.0 Introduction**

This report contains the major maintenance activities and operational events that occurred during the month of March 2016 at the Kenora Area Water Treatment Plant, Kenora Wastewater Treatment Plant, Water Distribution System and Wastewater Collection System. This information report has been prepared for Council to better understand how the systems they own and operate are maintained on a monthly basis.

## **2.0 Water Treatment Plant**

### **2.1 Monthly Flow and Operating Data – See Schedule “A”**

### **2.2 Weekly Bacteriological Samples**

1 Raw, 1 Treated and 6 Distribution for a total of eight (8) samples are taken on a weekly basis.

Sampling was conducted on the following dates:

- Mar 7<sup>th</sup>
- Mar 14<sup>th</sup>
- Mar 21<sup>st</sup>
- Mar 29<sup>th</sup>

All samples tested were within the allowable parameters.

### **2.3 Maintenance**

- Cleaned and calibrated clearwell effluent analyzer.
- Installed eyewash station in highlift area.
- Cleaned and calibrated filter effluent turbidimeters.
- Worked with electrician troubleshooting highlift #2.

### **2.4 Training**

Ryan Peterson and Blair McCallum attended the “Basics of Supervision” in-house training provided by Bruce Graham. Dan Anderson and John Heatherington attended Bruce’s “Problem Solving for Frontline Staff” training.

## 2.5 Water Quality Complaints

There was one (1) water quality complaint in March. A resident on Airport Road complained of bad smelling water. No smell was detectable when an operator arrived. Chlorine residual was 1.46. A bacti sample was taken from the residence the following week during our routine sampling.

## 2.6 Other Information

- Distribution system chlorine levels were sampled at three locations weekly throughout the month in addition to the chlorine levels being sampled along with regular weekly bacteriological samples.

## 3.0 Water Distribution System and Wastewater Collection System

### 3.1 Maintenance

#### 3.1.1. Water Distribution

- March 7 - Repaired and extended fire hydrant at: 601 First Street South.
- March 7-8 - Dug and repaired water service at: 321 First Avenue South (Blue Heron).
- March 10 - Repaired broken fire hydrant at the intersection of Valley Drive and Drewry Drive.
- March 18 - Raised hydrant at: 1 Outen Lane.
- March 31 - Raised hydrant at the intersection of Donbrock Drive and Airport Road and started digging for curb stop leakage at 712 Lakeview Drive.

#### 3.1.2. Wastewater Collection

- March 1 - Repaired broken grinder pump canister at: 240 Rabbit Lake Road.
- March 9 - Rodded plugged sewer at: 715 Fourth Avenue South.
- March 13 - Rodded plugged sewer at: 726 Second Street South.
- March 20 - Rodded plugged sewer at: 212 Seventh Street South.
- March 24 - Rodded plugged sewer at: 810 ½ Sixth Avenue South.  
- Rodded plugged sewer at: 700 Highway 17 E.
- March 26 - Rodded plugged sewer at: 612 Seventh Avenue South.
- March 27 - Rodded plugged sewer at: 204 Water Street.
- March 28 - Rodded plugged sewer at: 716 Sixth Street South.
- March 29 - Rodded plugged sewer at: 517 Second Avenue South.  
- Televised sewer lines at: 625 Seventh Avenue South.
- March 31 - Televised sewer line at: 212 Seventh Street South.

3.1.3. **Water Thaws:**

	March 2015	March 2016
City	44	0
Private	8	0

**3.2 Training**

- March 3 and 4 – All the staff attended a ½ day course on “Basics of Supervision”.
- March 8 – All the staff attended the 2 hour session provided by Macmor Industry’s on “Lifting Slings Basics”.
- March 22-24 – All the staff attended a ½ day session on “Problem Solving”.

**3.3 Water Quality Complaints**

There was one (1) customer complaint reported to the Water Treatment Plant for the month of March.

- The complaint was related to smell. For further detail see Item 2.5.

**3.4 Boil Water Advisory(s) - 2016**

Date and Location:

- There were no Boil Water Advisories issued for the month of March.

**3.5 Other Information**

There was no other information to report for the month.

**4.0 Wastewater Treatment Plant**

**4.1 Monthly Flows & Operating Data – See Schedule “B”**

**4.2 Weekly Bacteriological Samples**

4.2.1. Complete Analyses of Raw Sewage, Treated Effluent and Activated Sludge sent out March 17<sup>th</sup>, 2016 - Results: (also Sludge Cake Metal Analysis).

- a. Total BOD (biological oxygen demand) Raw Sewage: 49 [mg/L]
- b. Total BOD Final Effluent: 3.8 [mg/L] - limit is 25 [mg/L].

- c. Total Suspended Solids Raw Sewage: 68 [mg/ L]
- d. Total Suspended Solids Final Effluent: 6.7 [mg/ L] - limit is 25 [mg/L]

- 4.2.2. Weekly Final Effluent Bacti Samples sent to ALS Laboratory on March 2,9,17,23, 30, 2016 - Results: Organisms/100 ml
  - a. Geometric Means from samples in March: 26.3 organisms/100mL.
  - b. Geometric Means Limit as per Certificate of Approval is 200 organisms/100 mL.

In summary, raw sewage enters the plant with a bacti count of approximately 3 million organisms/100 mL and leaves the plant with a geometric mean of 26.3 organisms/100 mL, which is well within the limit of 200 organisms/mL. Plant reduction of BOD is 93% and the Plant reduction of suspended solids is 91%.

#### **4.3 Maintenance**

- 4.3.1. New double wall fuel tank installed for screw pump generator.
- 4.3.2. Replaced both belts on North and South Filter presses.
- 4.3.3. UV Maintenance.
- 4.3.4. Filter press maintenance.
- 4.3.5 New ballast for UV system.
- 4.3.6 Electrical Safety Authority Inspection completed - no issues reported.
- 4.3.7 Ordered new stator for polymer pump.
- 4.3.8 Contacted contractors for quotes on installation of Screw Pump Gear Box.

#### **4.4 Training**

- 4.4.1. Health and Safety Policy reviewed with staff.
- 4.4.2. “Dealing with the Public” four (4) hour training session attended by Gord St. Denis, Ray Hanstead and Chris Pieczonka.

#### **4.5 Other Information**

March 10<sup>th</sup>, 2016 - Workplace Health & Safety inspection completed.









## Schedule "B"

### Wastewater Systems Flow & Operating Data Monthly Summary Report - 2015

		January	February	March	April	May	June	July	August	September	October	November	December	TOTAL
<b>Wastewater Plant Flows</b>														
<u>Influent Flow</u>														
Total Influent Flow	m <sup>3</sup> /mon.	144,396	134,421	194,952	230,861	254,771	269,887	258,820	225,393	243,036	188,051	208,964	191,812	2,545,364
Maximum Daily Influent Flow	m <sup>3</sup> /day	5,394	6,498	9,959	9,344	15,511	10,641	14,077	11,561	15,007	7,748	11,346	7,035	124,121
Minimum Daily Influent Flow	m <sup>3</sup> /day	4,335	4,591	4,762	6,900	6,590	6,627	5,440	4,933	5,002	4,756	5,304	5,019	64,259
Average Daily Influent Flow	m <sup>3</sup> /day	4,657	4,800	6,288	7,695	8,218	8,996	8,349	7,270	8,101	6,066	6,965	6,187	83,592
<u>Effluent Flow</u>														
Total Effluent Flow	m <sup>3</sup> /mon.	162,455	149,972	207,330	223,434	239,084	244,987	241,596	215,215	226,475	182,772	203,647	193,089	2,490,056
Average Daily Flow	m <sup>3</sup> /day	5,240	5,356	6,688	7,448	7,712	8,166	7,793	6,942	7,549	5,895	6,788	6,229	81,806
<u>Samples</u>														
<u>Weekly Bacteriological --ALS Labs</u>		5	5	4	5	4	4	5	4	5	4	4	5	54
Number of Raw Samples Taken		1	1	1	1	1	1	1	1	1	1	1	1	12
Number of Treated Samples Taken		6	5	4	4	4	4	5	4	4	4	4	5	53
Geometric Means (Bacti Samples)		11.9	18.6	49.5	13.1	36.4	46	52	25.2	7.8	11.9	10	46.3	329
Sludge Hauled to Landfill	m <sup>3</sup> /mon	240	160	274	171	217	171	194	160	217	171	182	194	2,351
<u>Callouts</u>														
		2	1	0	2	6	2	4	7	7	4	1	2	38



March 18, 2016

## Housekeeping Council Briefing (direct to Council – does not appear at COW)

### **Agenda Item Title:**

Site Plan Amendment – Deadhead Developments Inc. (WSL)

### **Background:**

The City of Kenora and Deadhead Developments Inc. entered into a site plan agreement in June of 2014, which was amended in May 2015 to include Phase II developments. This Amendment allows the developer to continue on with the next Phase of their development, including the dealership building, shop building, and additional parking.

### **Budget:**

Amendment fee -\$100

### **Communication Plan/Notice By-law Requirements:**

Agenda of COW and Council, Finance, Community Development, Operations, Property Owner, Filing

### **Strategic Plan or other Guiding documents:**

Housekeeping

### **Resolution for Council:**

That three readings be given to a bylaw to authorize the execution of the amended site plan agreement, including Schedule 1 (Drawing A0.1 Rev 7 – January 29, 2016) to an application to amend a site plan agreement between Deadhead Developments Inc.

**Briefing By:** Tara Rickaby, Planning Administrator

**Bylaw Required:** Yes



May 17, 2016

**City Council  
Committee Report**

**To: Mayor & Council**

**Fr: Marco Vogrig**

**Re: 2016 Municipal Road Works Tender**

**Recommendation:**

That the lowest tender submitted by Titan Contractors, in the amount \$2,048,780.95 (plus HST) for the 2016 Municipal Road Works is in excess of the 2016 budgeted amount; and further

That the 2016 Municipal Road Works plan be amended to delete locations 4, 6, 8 and 12 which will reduce the amount of the tendered work to accommodate the available budgeted dollars; and further

That this revised scope of work in the amount of \$1,573,266.70 (plus HST) from Titan Contractors be hereby accepted.

**Background:**

Tenders for the 2016 Municipal Road Works program closed on Wednesday, May 11, 2016, with two companies submitting tender pricing (plus HST):

Pioneer Construction Inc.	\$2,261,291.65
Titan Contractors (Kenora) Ltd.	\$2,048,780.75

This year's work consisted of fourteen proposed locations as identified on the attached tender comparison bid spread sheet. The selection of roadways has been prioritized to remain within the 2016 Capital Budget, as there are insufficient funds to complete the entire listing. Deletions to stay within budget are locations 4, 6, 8, and 12 as per the attached listing.

**Budget/Finance Implications:**

Capital 2016 – Municipal Paving Program \$1,396,104.00 Lane Paving \$30,000, OCIF Formula Funding \$162,500, and Canada Games Funding for Garrow Park locations as to be determined

**Communication Plan/Notice By-law Requirements:**

Resolution required.

Distribution: R. Perchuk, M. Vogrig, C. Edie, L. D'Argis

**Strategic Plan or other Guiding Document:**

Goal #2 Strengthen Our Foundations

2-1 The City will ensure that our municipal infrastructure is maintained using available resources with the intent of moving towards all City infrastructure being in a good state of repair to ensure certainty, security and long-term stability of our systems.

# P R O C L A M A T I O N

## **Access Awareness Week May 29 – June 4, 2016**

Whereas Access Awareness Week was first established nationally in 1988 to promote better community access for people with disabilities; and

Whereas the week was created in response to a request from Rick Hansen following his 40,000 km Man in Motion World Tour, organized to raise awareness about the need for accessibility for people with disabilities; and

Whereas the week celebrates achievements made by and for people with disabilities; and

Whereas it promotes access for people with all abilities who encounter barriers that prevent full participation in day-to-day activities and

Whereas the City of Kenora applies an accessibility lens to all planning endeavors.

Therefore Be It Resolved That I, Mayor David S. Canfield, do hereby proclaim May 29 to June 4, 2016 as “**Access Awareness Week**” in an effort to raise awareness of the importance of equal access and full participation of all persons.

Proclaimed at the City of Kenora this 17th day of May, 2016



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**Mayor David S. Canfield**