



# City of Kenora Committee of the Whole Agenda

Tuesday, July 5, 2016

9:00 a.m.

City Hall Council Chambers

## 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 July 19, 2016 meeting:-

- Amend the 2016 Operating & Capital budget to apply Capital funds allocated for the Hurst eDraulic project of \$15,000.00 to the amount of \$20,000.00 allocated for the purchase of Personal Protective Equipment (PPE) and Bunker Suits for a total amount of \$35,000.00 for the purchase of PPE and Bunker Gear
- Amend the 2016 Operating & Capital Budget to withdraw funds from the Fleet Reserve in the amount of \$49,764.31 to offset the cost of a Replacement Transmission for Grader 871
- Amend the 2016 Operating & Capital Budget to withdraw funds from the Parkade Reserve in the amount of \$7,600.00 to offset the cost of Parkade Repairs

## 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.

## C. Confirmation of Previous Committee Minutes

Motion:

That the Minutes from the last regular Committee of the Whole Meeting held June 7, 2016 be confirmed as written and filed.

## D. Deputations/Presentations

- Jackie Holmstrom – Request for a Suite
- Lisa Moncrief – Heritage Kenora Committee Update

## E. Reports:

### 1. Corporate Services & Strategic Initiatives

Item Subject

Pages 5-16

1.1. CIF AGM & Conference Sponsorship

1.2. Municipal Energy Plan

1.3. Request for Amendment to Taxi Licensing Bylaw #13-2013

1.4. ROMA/OGRA Conferences

1.5. Second Street South Road Closure

## 2. Fire & Emergency Services

Item Subject

Pages 17-18

2.1 Budget Amendment – Bunker Gear & PPE

## 3. Operations & Infrastructure

Item Subject

Pages 19-21

3.1 Budget Amendment – Grader 871 Repairs

3.2 Budget Amendment – Parkade Repairs

## 4. Community & Development Services

Item Subject

4.1 No Reports

### Other:

#### Next Meeting

- Tuesday, August 9, 2016

#### Motion - Adjourn to Closed Meeting:

That this meeting be now declared closed at \_\_\_\_\_ a.m.; and further

That pursuant to Section 239 of the Municipal Act, 2001, as amended, authorization is hereby given for Committee to move into a Closed Session to discuss items pertaining to the following: -

- i) Labour Relations (1 item)

### Adjournment



# DEPUTATION REQUEST FORM

To Appear before Kenora City Council or Committee of the Whole of Council

### How to Make a Deputation:

- Determine date and time of Council or Committee meeting you wish to attend.
- Submit this completed and signed form to the City Clerk (deliver/mail/fax or e-mail)
  - at least seven (7) days in advance of any Committee meeting
  - before 10:00 a.m. on date of a Council meeting;
- State your name prior to speaking, and
- Provide a copy of materials used in your presentation, if any, to the City Clerk for the official record (either in advance or at the time of the deputation).

### City Clerk's Contact Information:

By Mail: 1 Main Street South, Kenora, ON P9N 3X2

By fax: 807-467-2009

E-mail: [hkasprick@kenora.ca](mailto:hkasprick@kenora.ca)

**Name:** (person making deputation) **Organization You Represent:** (if applicable)

JACQUELINE HOLMSTROM / \_\_\_\_\_  
(please print)

**Mailing Address:** 192 VILLENEUVE RD NORTH **Telephone Number:** 807-548-7503

**Email Address:** jjackets7@gmail.com **Postal Code:** P9N0B9

**Other Persons Presenting with You on this topic?** (on behalf of same organization)  No  Yes

**If yes, Other Names:** ROBERT BICZOK.

**Topic – include brief statement of issue or purpose for Deputation:**

- Please see Protocol Notes on Page 2

REQUEST FOR A SUITE

**I wish to appear before**  Council  Committee of the Whole  
 Other

**On the Meeting date:** JULY 05/2016 @ 9. A.M.

**Please Note:**  
Most meetings are video-taped and reported on by both the local newspaper and radio stations. Subsequently your deputation will form part of the public record in the minutes which are circulated widely and posted on the City's portal on the internet. By appearing before Council/Committee and signing this form, you hereby understand that information pertaining to you and your deputation will be publicized.

**Do you have material to leave with Council following your deputation?**  Yes  No  
(If yes, please give to Clerk upon arrival to meeting)

**Signature Required:** Jacqueline Holmstrom R Biczok  
(Must be signed by applicant to go forward)

...2

## Deputation Protocol

The purpose of the deputation process is to allow individuals or groups an opportunity to make their views known to Council. Council values and welcomes input, comments, and constructive suggestions. Since Council generally has to consider a large number of issues and concerns at any given time, the following Protocol is observed and we thank you for your interest in making a deputation and abiding by the rules:-

### 2.9 Cell phones/Blackberries/Smart Phones

All phones are required to be turned to vibrate during all Council and Committee meetings.

### 9.7 No Deputant shall:

1. Speak without first being recognized by the Head of Council or Chair
2. Speak disrespectfully of any person
3. Use offensive words or gestures, or make abusive comments,
4. Speak on any subject other than the subject stated on their Deputation Request Form
5. Disobey the Rules of Procedure or a decision of the Council or Committee

### 9.9 Expulsion

The Head of Council or Chair may cause to expel and exclude any member of the public who creates any disturbance or acts improperly during a meeting of Council or Committee. If necessary, the Clerk may be called upon to seek the appropriate assistance from police officers for this purpose.

### 9.14 Appearance - previous - limitation - new information

Any person appearing before Council who has previously appeared before Council on the same subject matter, shall be limited to providing only new information in their second and subsequent appearances.

✓ **Check below:**

I have never spoken on this issue before.

I have spoken on this issue before and the new information I wish to present is as follows:-

### {Committee of the Whole/Property & Planning Meeting}

Committee of the Whole Meetings combined with the Property & Planning Committee immediately following, commence at 9:00 a.m., typically on the 2nd Tuesday of each month, unless otherwise advertised.

Committee Deputations are given approx. 15 minutes each at the beginning of the meeting, subject to the Chair's discretion.

Members of Committee may engage in dialogue with the person making a deputation as a matter of receiving and/or clarifying information.

Please present any material, letters or other relevant information concerning your deputation to Committee either at the time of your deputation or in advance of the meeting.

When a number of people are to appear representing one viewpoint or interest group, it is expected the group speak through a spokesperson, or submit written submissions.

### {Council Meetings}

Regular Council meetings commence at 12:00 p.m., typically on the 3rd Tuesday of each month, unless otherwise advertised.

Deputations before Council are given approx. 5 minutes each at the beginning of the meeting, subject to the Mayor's discretion.

Council will not debate an issue, but will take the information under advisement.

Please present any material, letters or other relevant information concerning your deputation to Council either at the time of your deputation or in advance of the meeting.

When a number of people are to appear representing one viewpoint or interest group, it is expected the group speak through a spokesperson, or submit written submissions.



June 27, 2016

## City Council Committee Report

**To: Mayor & Council**

**Fr: Heather Kasprick, City Clerk**

**Re: CIF AGM & Conference**

### **Discussion only:**

This request for sponsorship was received by Mayor Canfield and is for Council discussion and direction.

### **Background:**

As the forest sector continues to adapt to a new reality, many collaborating organizations are presenting the DEMO International® Conference entitled "*Canada's Forest Sector- Adapting To A New Reality; Technology And Innovation As A Catalyst For Success*".

This conference was held in Kenora in 2015.

This year's conference is scheduled from September 19-21, 2016 and will be held at the Four Seasons Hotel in Vancouver, BC. This two day event is co-hosted by the UBC Faculty of Forestry, and the Canadian Woodlands Forum in association with FPIInnovations, the Council on Forest Engineering and the Canadian Institute of Forestry.

The program will include over 40 speakers representing many organizations and perspectives from across the country and further afield. They will explore how the adoption of new technologies and innovation is critical, and will serve as a catalyst for ensuring a successful and competitive forest sector.

Both the Canadian Institute of Forestry (CIF-IFC) and the Council on Forest Engineering (COFE) will be hosting their Annual General Meetings at this conference. The CIF will also be hosting their National Executive Committee and Board of Directors meetings on Saturday, September 17th and Sunday, September 18th respectively. They are expecting about 80 to 100 delegates from around the world for the week.

This event provides an opportunity for sponsors to profile their businesses, products and services, while also supporting the professional fellowship within the forest industry. Conference sponsorship offers an opportunity to promote your company or organization to a large gathering of forestry professionals by:

- Advertising your company's/organizations' prominence before, during and after the conference, via national newsletter, email bulletins and websites.
- Providing opportunities for others to learn about the latest developments in forestry.
- Providing an opportunity to network with forestry professionals.

The following is a list of sponsorship opportunities available. However, a customized package is available upon request.

- Platinum Support \$7,500+: Top-tier recognition as well as many other benefits & acknowledgements (4 available)
- Gold Support \$5,000+: Top-tier recognition as a host as well as other benefits & acknowledgements (4 available)
- Silver Support \$2,000+: Recognition as a co-sponsor as well as other acknowledgements (8 available)
- Bronze Support \$1,000+: Recognition on all conference printed materials (10 available)
- Sponsor a Student \$500: Recognition on some conference materials and during presentations

**Budget:** Any sponsorship consideration would come from Council discretionary budget

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

**Strategic Plan or other Guiding Document:**

1-6 – The City will continue to support investment readiness within the forestry sector, taking advantage of new housing construction growth and improved conditions for wood fibre building materials. This work will include building partnerships with industry, First Nations, provincial and federal governments.

July 5, 2016

## City Council Committee Report

**To: Mayor and Council**

**Fr: Adam Smith, Special Projects and Research Officer**

**Re: Municipal Energy Plan**

### **Recommendation:**

That Council hereby approves the planned development of a Municipal Energy Plan (MEP) for the City of Kenora; and further

That Council hereby directs staff to determine interest in the community for participation on a committee to guide the project's development

### **Background:**

An MEP is designed to improve energy efficiency, reduce greenhouse gas emissions, enhance community resilience, manage future risks and support economic development. Approximately 58 percent of Ontario's population is represented by an MEP with communities of all sizes having success in implementation.

The City of Kenora already reports on its own internal energy usage, greenhouse gas emissions, and the energy intensity of its buildings through Ontario's Regulation for Public Agencies laid out in the provincial Long-Term Energy Plan. Under this program, the City has also developed an energy conservation plan. The MEP would move beyond the corporation of the City of Kenora to include all community stakeholders in a broader examination of current and future energy usage, including an assessment of our current carbon emissions, reduction targets and policies to help promote community resilience.

This project would aim to develop a long-term (20-year) plan for Kenora's energy systems that will align with provincial, national, and international climate policy directives. The province has recently announced an ambitious Climate Change Action Plan that will see an investment of up to \$8.3 billion to achieve a reduction in carbon emissions of 80 percent over 1990 levels by 2050. Internationally, a goal of an 85 percent reduction in GHG emissions intensity by 2050 is understood to be the minimum level of carbon reductions required to ensure a global warming limit of no more than 1.5C by 2100. Kenora's MEP will not only provide a path forward to help achieve these targets but also curtail rising energy costs and help develop the local 'green' economy.

The project has three phases:

- 1) Stakeholder Engagement—Build awareness of current energy issues, invite stakeholder input about energy trends, issues and needs, identify conservation objectives/opportunities, instill a long-term commitment to MEP implementation
- 2) Determining baseline data – This involves mapping current energy usage among all major institutional, commercial, industrial, residential, and government users within Kenora city limits, assessing current and near- and long-term needs and gaps – using data provided by IESO, the OEB, and local utilities companies, and working with major stakeholders. This phase of the project will result in an energy needs / gaps summary for the next 5, 10 and 20-year period.
- 3) MEP Development—Policies and priorities for the next 20 years that allows the City of Kenora to meet local economic development goals while at the same time significantly reduce emissions over baseline levels. Potential action items that many municipalities target include planning measures, energy efficiency in existing buildings, solid waste diversion, public outreach, renewable energy and active transportation.

The project itself will only commence following contact with a wide variety of community stakeholders including the Local Distribution Company, businesses and service providers. Once sufficient interest has been obtained, a project plan will be developed as well as a request before Council to establish an Advisory Committee to oversee implementation.

**Budget:**

To complete the three stages of the MEP process, it is anticipated that staff time will be used to provide assistance to an Advisory Committee. In addition, a consultant will likely be required. While the costs have yet to be determined, external funding could be pursued to reduce the financial commitment by the City of Kenora. Eligible costs can be funded through the following programs:

Canada's Gas Tax Fund:

The Capacity Building category of the Fund can be used to finance MEP development as well as municipally owned energy projects.

Ministry of Energy Municipal Energy Plan Program:

Successful applicants receive up to \$90,000 or 50 percent of total project costs, whichever is less to complete all three stages.

FCM's Green Municipal Fund:

Successful applicants will receive 50 percent of eligible costs covered up to a maximum of \$175,000.

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

The City will issue a press release to seek potential membership on an MEP planning committee and circulate a letter to the relevant internal and external stakeholders required for implementation.

**Strategic Plan or other Guiding Document:**

City of Kenora's Official Plan (2015) Section 3.3 Air Quality and Climate Change:

The City may consider the preparation of a Climate Change Mitigation and Adaptation Plan that outlines:



- i) Mitigation strategies to reduce the City's contribution to climate change; and
- ii) Adaptation strategies to assist the City in coping with the effects of climate change on its communities

Strategic Plan:

1-1: The City will provide clear and decisive leadership on all matters of economic growth in Kenora and the surrounding district

1-3: The City will forge strong, dynamic working relationships with the Kenora business community

2-11: The City will lead and promote environmental sustainability through conservation, smart building design and, where feasible, retro-fit practices for city-owned facilities

2-12: The City will pursue operational and procurement measures that seek to reduce fuel and energy consumption, where feasible, for city-owned vehicles and equipment



June 27, 2016

## City Council Committee Report

To: Mayor & Council

Fr: Heather Kasprick, City Clerk

Re: Request for Amendment to Taxi Licensing Bylaw #13-2013

### Recommendation:

That Council supports the taxi driver licensing requirements that are contained in the current taxi license bylaw number 13-2013; and further

That the requirements contained within this bylaw be continued as outlined including provisions for a vulnerable sector record search by all new applicants and renewal applications.

### Background:

Eric Lovas of Coot Taxi made a deputation to Council on June 14, 2016 regarding the requirement in the current taxi licensing bylaw to have a vulnerable sector criminal record search prior to having a license issued to a driver. Mr. Lovas is concerned with the length of time it takes to get a vulnerable sector search completed by the RCMP which directly restricts him from hiring new drivers. While criminal record checks are conducted by the local OPP and take up to two weeks, vulnerable sector searches are conducted by the RCMP and typically take a great deal longer. Many new driver applicants are being delayed for several months solely because their names are similar to someone else's in the RCMP search (ie: Smith, Brown). Some of these search applications are taking 4-6 months to be returned. Mr. Lovas requests the City to give consideration on approving licenses before the check is returned and if there is a problem with the vulnerable sector search when it is returned, it can be addressed at that time. Mr. Lovas' concerns are that he does not have a long list of people who want to drive taxi and this process is making the situation even worse for finding staff. Mr. Lovas suggested that the City consider other options such as having new drivers avoid schools until a clean record is returned, however, there are more sectors with vulnerable persons to consider.

I have spoken with Mr. Lovas regarding the City's concerns with changes to our process and the requirements around the licensing piece. It is important that we have precautions in place for safety of the public, especially the vulnerable sectors that taxi drivers would be working with at any time. Currently the application process for licensing contained within section 3 of the bylaw reads:

### **3 Application for Licenses**

3.1 A person who wishes to obtain a license or renewal license to under this By-law shall apply to the Clerk.

3.2 An application for a Broker or Taxi Driver License or the renewal of a Broker or Taxi Driver License shall be in a form prescribed by the Clerk, and shall be accompanied with the following:

3.2.1.1 the applicable fee,

3.2.1.2 a current Criminal Record Vulnerable Sector Check for the applicant obtained by him at his own expense from the Ontario Provincial Police. If the Vulnerable Sector Check with finger print request is negative and no criminal record exists, the Vulnerable Sector Check will only be required once every five (5) years and the Criminal Record Check will be required annually. If the Vulnerable Sector Check is positive, this check will be required until a pardon has been granted; and

3.2.1.3 in the case of an application for a Taxi Driver's License:

3.2.1.3.1 a copy of the applicant's valid Ontario Class G Driver's License;

3.2.1.3.2 the written confirmation from a licensed taxi cab or limousine broker that the driver will be employed;

3.2.1.3.3 proof of satisfactory completion of a driver's knowledge test as prescribed by the Clerk; and

3.2.1.3.4 a current copy of Ontario Driver Record Search obtained by the applicant at his own expense from the Ministry of Transportation.

3.3 An incomplete application will be returned to the applicant by the Clerk and no license will be issued until the application is complete.

3.4 No person shall be issued a license or is entitled to maintain a license under this By-law if the applicant or licensee:

3.4.1.1 Has been found guilty of an offence under the Criminal Code of Canada within the proceeding three (3) years, or

3.4.1.2 has been found guilty of an offence under the Liquor License Act of Ontario relating to the illegal purchase or sale of liquor within the proceeding three (3) years, or

3.4.1.3 has ever been convicted of an offence as defined in Sections 150 through 160 of the Criminal Code of Canada.

3.5 Provided however, that a person convicted of an offence referred to in Section 3.4 is eligible for a license if the person received a discharge, a suspended sentence or the matter was prosecuted by way of summary conviction.

3.6 An application for a Vehicle License or to Renew a Vehicle License shall also include:

3.6.1.1 a copy of the vehicle registration,

3.6.1.2 proof of insurance to at least \$2,000,000.00 for third party claims,

3.6.1.3 a valid Ontario certificate of mechanical fitness for the vehicle,

3.6.1.4 the consent of a licensed broker under this By-law, and

3.6.1.5 proof that the meter in the cab, if it is a taxi cab, has been tested within the past 12 months.

3.7 An application for the renewal of a license shall be delivered to the Clerk at least thirty (30) days prior to expiry of the license.

3.8 The Clerk shall process an application for a license, or the renewal of a license within thirty (30) days of receipt and shall advise the applicant accordingly.

I have spoken with the Kenora OPP and they also support taxi drivers having current vulnerable sector record searches prior to driving taxis. They stress the importance of public safety and with the various problems with taxi drivers in many cities in both Canada and the US as of recent, it is important to know that the drivers who are providing sometimes the only means of transportation for vulnerable persons does not have a previous criminal record that leaves these persons vulnerable. It is important to understand the difference between a criminal record check and a vulnerable sector search. A criminal record check will not show all the details of a criminal background, depending on the activity and any pardons. A vulnerable check will include pardons for sexual assault convictions and any similar pardons that is important for the City to know prior to issuing a license. The OPP agrees that they wish that they could speed up the process for these returns being processed, however, as noted above, these searches are conducted by the RCMP and they therefore have no control over the length of time it takes for these to be returned. While the wait time has decreased slightly over the past two months with electronic fingerprinting there is still an extended wait time.

As the authorizer of a taxi license as per the bylaw, I am not comfortable authorizing a license without this vulnerable sector search. I believe it is important with this profession that works closely with all genders and ages that we are confident that the persons we are authorizing to transport are of good standing. My recommendation is to leave the bylaw as it currently stands with the requirement to have a vulnerable sector search as a criteria for a license being issued. While we understand and empathize with the challenges and frustrations with obtaining these checks and the wait time to receive them, it is important for the protection and safety of the public when a driver is alone with any person.

**Budget:** N/A

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

**Strategic Plan or other Guiding Document:**  
Administrative Only



June 28, 2016

## City Council Committee Report

**To: Mayor & Council**

**Fr: Heather Kasprick, City Clerk**

**Re: ROMA/OGRA Conferences**

### **Recommendation:**

That Council direct staff to write a letter to ROMA indicating the City's opposition to the division of the ROMA/OGRA conferences; and further

That a copy of this letter be forwarded to AMO for consideration.

### **Background:**

There have been some members of Council express concerns that two separate conferences that are being held only weeks apart, both located in Southern Ontario, will have a negative impact on resources and results from these conferences.

Provincial Ministers and support staff, Members of Provincial Parliament, Council members, municipal staff, vendors as well those sponsoring the conferences will see a doubling of costs as there is now an expectation to appear at two separate events. Travel costs from the furthest northern point of the province is challenging and therefore Council will need to carefully plan splitting attendance at all three conferences (ROMA, OGRA and AMO).

The previous partnership provided diversity of content while streamlining costs between two important groups. It is questioned what efficiencies are to be gained by splitting the conferences. There has always been the opportunity to address Rural Ontario issues at the combined conference. It is questionable whether a separate conference will offer rural municipalities a clearer voice when dealing with the Province or other agencies or provide better educational opportunities to members. Diversity in a conference offers a great deal to the participants to bring back to their communities.

Council may want to consider requesting ROMA Board of Directors to reconsider and reunite with OGRA for future conferences.

**Budget:** Council travel is budgeted for annually and Council may want to consider splitting attendance between the two conferences for full benefits to the municipality.

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

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

2-14 – The City will be an active and vocal champion for fair funding from provincial and federal governments including gas tax and other transfer allocations. Priority will be given to initiatives that directly address the infrastructure and community development challenges of the City.



June 28, 2016

## City Council Committee Report

**To: Mayor & Council**

**Fr: Heather Kasprick, City Clerk**

**Re: Second Street Road Closure**

### **Recommendation:**

That Council supports the closure of Bernier Drive on Saturday, September 3<sup>rd</sup> between the hours of 10:00 a.m. and 4:00 p.m. for the "Q104 Show us Your Q Event".

### **Background:**

A request was received by sales manager of Q104, Shandis Duguay regarding the street closure of Second Street South between the Kenricia corner and Matheson Street South for the Saturday of the Labour Day weekend (September 3<sup>rd</sup>) between the hours of 10:00 a.m. and 4:00 p.m.

The first request received in mid-April was to close Main Street for the above noted duration between the Kenora Daily Miner and News and the Kenricia Corner. This request was denied as we absolutely cannot close Main Street during the summer months for an extended period with our traffic flow, and especially, transport truck traffic. The second notice was received from Ms. Duguay at the end of May, which indicated that they had been approved by Council and were moving forward with their arrangements with their closure. I was not aware of any approvals, and sought clarification from Mayor Canfield and it was clarified that it was a misunderstanding and therefore a second formal request was brought forward to close the intersection noted above. This request was once again denied for the following reasons:

1. The request is for a private business, for the promotion of private business tied to an event they are promoting through the summer which has no direct tie to the downtown core nor is it absolutely necessary for the event to take place on a closed downtown street.
2. The event is being held on the second busiest weekend of summer, being the Labour Day long weekend. This closes our through traffic main street (Second Street) and adds additional pressure to our Roads Department who must now resign the detour route for any traffic to re-route themselves around the closed road. The truck traffic detour must be signed all the way to A & W as this is the route truck traffic must take with the road closure. This signage is borrowed for the closure from a local contractor.
3. We have an identified area in the City that is designated as our 'event location' and closing the streets for these types of private events does not support the vision of Council when the Whitecap Pavilion was built.

In 2015, I was approached by the BIZ, Economic Development Officer and Arts Fest Committee about the possibility of closing Second Street for an Arts Fest. This closure was given extensive consideration as it meant a great deal of work to City staff and the event organizers to make this happen. Alternatives were discussed, but ultimately approval was granted based on the celebration and tie in to the re-opening of Second Street South after downtown revitalization and the BIZ group supported this closure to celebrate the grand

opening and the new look to the Second Street. The Arts Fest approached the BIZ group early in the year and wanted to continue the tradition that was set in the first year with support from the BIZ group. Again, this is a not-for-profit community event not tied to any one business.

In order for the road closure to take place for this one event, the City Roads crew has to obtain the signage (noted above) from the contractor and install all the detour signs from the Second Street South intersection, turning left at the corner of Third Street South, turning right at the corner of Matheson Street South, naturally following 1<sup>st</sup> Avenue South, turning left at Mike Richards Way, turning right at Second Avenue South and out through Fifth Street South (map attached). There is a direct cost associated to the staff time of installing and removing this detour signage, as well as the local contractor grants the City the usage of the signs based on the fact that that it is for a not-for-profit community event. A second request for this type of commitment is a hardship to our Roads department during a busy summer season.

The City has invested heavily in the development of the Harbourfront and has designated the Whitecap Pavilion as "the event centre" for the City after years of trying to accommodate various events in various locations. Residents and visitors identify the Whitecap as the event area and the downtown businesses benefit directly from events that are held there as visitors will wander the downtown area after visiting an event at the tent. Visitors identify the tent as the destination stop for activities when coming into Kenora.

I have offered the Sales manager the option to close Bernier Drive to accommodate this event on both occasions and having our special events staff work with them to help ensure the success of this event. This suggestion was not acknowledged at any time.

I have been asked over the years for various road closures of Main Street and Second Street for various private businesses and private events. As with this request, each one is given serious consideration and looks at the impact to the community overall, the traffic flows, time of the year, benefits to the event organizers as well as the public in general. No application is taken lightly and we do try to offer alternative solutions and never come back with a simple "no". This event was no different, and the decision to deny the request for the Second Street road closure was based on the points noted above.

Approving this request will open the door for numerous future requests with the same argument of: "you did it for them – why not us" and where does it stop with road closures? Arguably, all summer long one business could want their feature or special event held on Second Street which they can tie to a community event. It is not a good solution for an already busy summer with significantly increased traffic and limited parking. Keeping our main streets open is important and I believe this event should be considered to be held in another area such as a less travelled side street, parking lot, private lot or area, but not by closing Second Street South.

**Budget:** Staff time for detour signage installation/removal based on Roads staff wages as well as loss of revenue from potential Whitecap Pavilion rental.

**Communication Plan/Notice By-law Requirements:** None

**Strategic Plan or other Guiding Document:**

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

# Arts Fest Detour Route







June 17, 2016

## City Council Committee Report

**To: Mayor and Council**

**Fr: Todd Skene, Fire and Emergency Services Manager**

**Re: Reallocation of Hurst EDraulic Tool to Bunker Gear in the Fire Capital Budget**

### **Recommendation:**

That Council hereby approves the reallocation of Capital funding of \$15,000.00 currently scheduled for the purchase of a Hurst eDraulic vehicle extrication tool (Project ID 16.211.01) to Capital funding for the replacement of PPE- replacement of Bunker Suits (Project ID 16.211.02).

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2016 Operating & Capital Budget at its July 19, 2016 meeting to apply the Hurst eDraulic funds of \$15,000.00 to the current amount of \$20,000.00 for purchase of Personal Protective Equipment (PPE) and Bunker Suits for a total amount of \$35,000.00; and further

That Council gives three readings to a by-law to amend the 2016 budget for this purpose.

### **Background:**

As required under NFPA 1971 - Standard on Protective Ensembles for Structural Fire Fighting, structural firefighting personal protective equipment including bunker gear must be replaced every 10 years. The City of Kenora Fire and Emergency Services (CKFES) had budgeted \$20,000.00 for 2016 for the replacement of 8 sets of bunker gear that have reached their expiry date in the 2016 operating year.

In 2016, the CKFES reviewed the replacement schedule and quality of the PPE and Bunker that is currently in use by all firefighters. This review revealed the need to purchase additional sets of bunker gear and the replacement of several helmets and structural firefighting boots. In addition, the CKFES hired 8 new volunteer firefighters and as result could not fully outfit all of the new recruits in the required to the NFPA 1971 standard for PPE. Currently these new volunteers are being trained and limited to their activities on fire ground operations but by year end will be able fully trained and able to enter and work actively on the fire ground.

After careful consideration and in lieu of seeking additional funding for bunker gear and PPE replacement, the CKFES would like to redirect the current approved Hurst eHydraulic extrication tool funds to the Personal Protective Equipment and Bunker Gear replacement Capital project for a total of \$35,000.00.

**Budget:** Current Capital Budget –Bunker Gear replacement - \$ 20,000.00

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

Notice required to be placed on Committee Agenda, Minutes and subsequent Council Agenda/Minutes.

**Strategic Plan or Other Guiding Document:**

The City of Kenora Strategic Plan 2015-2020

**Strengthening our Foundations**

2.3 Ensure prompt and immediate response times supported by resilient communications in the event of an emergency.

**Infrastructure** 2-4 Continuous improvement to the public realm. Provide Fire Prevention and Life Safety education to the public.

This will ensure that all firefighters are supported with appropriate PPE and be capable to participate in all fire operations.



June 28, 2016

## City Council Committee Report

**To: Mayor and Council**

**Fr: Mike Mostow, Fleet Lead**

**Re: Grader 871 Transmission Replacement**

### **Recommendation:**

That Council hereby approves an additional allocation of \$49,764.31, plus applicable taxes, to be funded through the Fleet Equipment Reserve for the purchase and install of a Replacement Transmission for unit #871 Volvo Grader; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2016 Operating & Capital Budget at its July 19, 2016 meeting to withdraw funds from the Fleet Reserve in the amount of \$49,764.31, plus applicable taxes, to offset the cost of this repair; and further

That Council gives three readings to a by-law to amend the 2016 budget for this purpose.

### **Background:**

The City operates three motor graders. Our newest grader, a 2008, 960 Volvo, has suffered a transmission failure. We have had the unit diagnosed at two different repair shops with similar prognosis. The transmission has failed and will need to be replaced.

### **The City received four options as listed: (plus tax)**

1. Rebuild the existing transmission (Not recommended by Volvo 90 day warranty, Westcon)	\$30,119.87
2. Supply and install a new transmission of the same design (1 year 1500 hour Warranty, Westcon)	\$46,901.59
3. Supply and install a new transmission of the new design (3 year 3000 hour Warranty, Westcon)	\$77,900.00
4. Supply and install a new Volvo Remanufactured transmission of The new design (3 year 5000 hour Warranty, Strongco)	\$49,764.31

Volvo bought out Champion Road Graders in 1999, in 2015 they announced they will no longer manufacture road graders. We need to repair our existing unit for continued road maintenance operations and maintain residual value. The 10 year equipment budgets will be adjusted accordingly to ensure we have residual value at replacement time, these replacement timelines will be adjusted accordingly, and will be reflected in the 2017, 10 year replacement schedule.

Repairs need to be carried out to ensure we have a full complement of graders for the 2016/17 winter.

It is recommended to replace the transmission as per option 4 submitted by Strongco for \$49,764.31 before tax.

**Budget:**

Adjustment to the 2016 fleet reserves is required for the replacement of the Transmission in the 2008 Volvo Grader.

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

Notice required to be placed on Committee Agenda, Minutes and subsequent Council Agenda/Minutes.

**Strategic Plan or Other Guiding Document:**

Administrative only

June 28<sup>th</sup>, 2016



## City Council Committee Report

**To: Mayor and Council**

**Fr: Mike Mostow, Fleet Division Lead**

**Re: Parkade Repairs**

### **Recommendation:**

That Council hereby approves an additional allocation of \$7,600.00, plus applicable taxes, to be funded through the Parkade Reserve for the lifting of the approach precast concrete panel and base brick remediation's; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2016 Operating & Capital Budget at its July 19, 2016 meeting to withdraw funds from the Parkade Reserve in the amount of \$7,600.00, plus applicable taxes, to offset the cost of this repair; and further

That Council gives three readings to a by-law to amend the 2016 budget for this purpose.

### **Background:**

The City operates the Matheson/Chipman Parkade on a parking lease basis. Numerous complaints have been received, and rightfully so, regarding the approach ramp as well as the base cobble style bricks have sunk about 10-12 inches, this has created a "hit and scrape" area for all vehicles parking on the second and third levels. Muddruckers from Winnipeg will be in Kenora for other City works and will complete the lift and brick remediation with other work in July. Combined with other local works the mobilization cost will be reduced by \$1,500.00, if both projects can be completed on the same trip, we would split this savings with the Preston Street Sewer Lift building raising (Lifting).

### **Budget:**

A nominal yearly operating cost of the Parkade was budgeted at \$7,500.00 for the year, this includes cleaning and snow maintenance costs. Adjustments to the 2016 Parkade reserves of and additional \$7,600.00, plus applicable taxes, is required for the repair and remediation of this facility for safe access and egress.

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

Notice required to be placed on Committee Agenda, Minutes and subsequent Council Agenda/Minutes.

### **Strategic Plan or Other Guiding Document:**

Administrative