



City of Kenora
Committee of the Whole
Minutes
Tuesday, July 5, 2016
9:00 a.m.
City Hall Council Chambers

Present: Mayor David Canfield
Councillor Mort Goss
Councillor Rory McMillan
Councillor Dan Reynard
Councillor Louis Roussin
Councillor Sharon Smith

Regrets: Councillor Colin Wasacase

Staff: Karen Brown, CAO, Heather Lajeunesse, Deputy Clerk, Jeff Hawley, Operations & Infrastructure Manager, Lauren D'Argis, Corporate Services Manager, Todd Skene, Emergency Services Manager, Devon McCloskey, City Planner (left at 9:35 a.m.), James Tkachyk, Parks & Facilities Division Lead, Adam Smith, Special Projects & Research Officer

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.**
There were none declared.

C. Confirmation of Previous Committee Minutes

Resolution #1 - Moved by Councillor L. Roussin, Seconded by R. McMillan & Carried:

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

Jacqueline Holmstrom – Request for a Suite

Jacqueline Holmstrom and Robert Biczok attended the meeting to present their deputation to Council. They would like to have a residential suite in their existing home and explained that they have been denied by the City's planning department due to an issue with secondary dwelling regulations in regards to City services, in that they don't have the option to hook up to services as they cannot access them at their current residence within the City of Kenora. Ms. Holmstrom and Mr. Biczok explained how they had first researched the development of a suite in their residence online but have since discovered the information available on the website is outdated by six months and therefore their plans do not conform to the current bylaw. They do not have access to City services but have an existing well and septic system which have been approved by the Northwestern Health Unit to accommodate the addition of a suite to their current residence. There is also a supply of filtered and sanitized water for drinking. Flooding has never been a problem for the location of their home and it is not anticipated to become a future problem. Further documentation was provided to Council and the Clerk explaining their position. They indicated that they are not sure where to go from this point which is why they are here today, adding that their request had also been reviewed and denied by the City's Planning Advisory Committee. The couple stressed that they would like to remain living in their home and that they won't be able to do so with pending retirements and large land tax increases.

CAO Karen Brown advised Ms. Holmstrom and Mr. Biczok that they will be receiving an initial response to their deputation from the Clerk's department followed by a review of the file by Community and Development Services Manager, Andrew Glassco. The couple was thanked by Council for their deputation who also indicated that they are interested in further review and final outcome on the matter as well.

Lisa Moncrief – Heritage Kenora Committee Update

Lisa Moncrief was invited by CAO Karen Brown to update Council on what the Heritage Committee has recently been working on. Lisa provided a background and history on the Committee for the several new staff members at the meeting. The Committee's statutory role is to identify, advise and assist on heritage matters within the City, which apply to both built and natural heritage. They are consulted with during the designation/repeal of designation process and on applications to build, alter, demolish or remove structures on designated properties. The Committee was formally established in 2005 and prior to then they were an ad hoc group that put on public workshops to get those together who had an interest in conserving heritage properties. Lisa explained how the group has developed community partnerships, referencing the Doors Open historical heritage tours and by encouraging people to restore rather than renovate their properties to keep them on the heritage path. Heritage trails have been established along with downtown walking tours, these include a murmur campaign in which signs are posted at various locations with a number to call that will provide an oral history of the location.

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Some of the non-statutory roles of the Committee include educating and informing the community, cultural planning, administration of the sign and façade improvement grants as per the City's downtown and Keewatin Community Improvement Plans. Lisa explained how the grants began in 2012 and since then the City has contributed \$361,000 yet the investment that has been made by these business owners is almost 1.5 million, she encouraged the City to continue to offer these grants. The old fire hall building was mentioned as a good example of a strong, sensible and sensitive heritage committee. The heritage building has been a good case study in regards to what is permitted in terms of alteration, whereas only certain attributes cannot be changed to keep in line with its heritage aspects.

There are currently 36 properties on the registry in Kenora, 8 of these have been designated including City Hall which has been municipally and provincially designated. Registry is different in that the only thing that can be prevented is demolition. Everyone is encouraged to take a look at what is on the registry. Designation takes a lot of research and time and the work is all done by volunteers. The current Heritage Committee representatives were named.

Committee members are looking forward to a big upcoming event they are participating in planning. There will be a community talk with Larry Warren, a world renowned architect of Barbados, who will be coming to talk about his business of a rum distillery located in the restored St. Nicolas Abbey heritage building which he owns. Larry Warren will share how heritage and promoting heritage has affected his business, which uses historic techniques to produce and sell rum.

Lisa and the committee members were thanked by Council for their good work.

E. Reports:

1. Corporate Services & Strategic Initiatives

1.1 CIF AGM & Conference

Discussion:

The Canadian Institute of Forestry is looking for sponsorship for their conference, which will be held in Vancouver, BC in September. It was discussed that if the conference was located in Kenora sponsorship may be considered as Council would prefer to sponsor local events. It was agreed by Council not to sponsor this event.

This item will not come forward to the Council meeting agenda.

1.2 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

Recommendation Supported.

Discussion: Special Projects and Research Officer Adam Smith gave an overview of the report supporting the need for a Municipal Energy Plan. The City needs to be prepared moving forward and is important to become a leader in this. Next steps will be consultation with staff and public and private sectors as is critical to involve stakeholders in the planning process.

1.3 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.

Recommendation Supported.

Discussion:

RCMP vulnerable sector record checks were discussed and it was suggested by a few members of Council that the City could make a request on the federal side to our MP to speed up the process. Manager of Co-ot Taxi Eric Lovas spoke to the matter indicating that their new employees can get a vulnerable sector check in Manitoba completed with the RCMP within 10 days and asked if the City would be willing to accept this. He added that they aren't looking to have the record checks removed, but questioned if a previous driver which has expired is reapplying for a taxi licence and there is a previous vulnerable sector check on file with the City, would consideration be given to licensing them while their new check is in process. Karen Brown indicated that City administration would like to speed up the process but that it is otherwise one that needs to be in place, adding that some more research will be done by administration and the matter followed up on with Co-ot.

1.4 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.

Discussion: The City received correspondence from some other municipalities to consider supporting the opposition to the division of the conferences. The two conferences were discussed along with the reasons for separating them, which had been supported by AMO, NOMA, FONOM and MMAH regarding the decision to do so. It was agreed that many of the issues between the two are similar but there are still differences, and that it really is not our decision to become involved in.

This item will not come forward to the Council meeting agenda.

1.5 Second Street South Road Closure

Recommendation:

That Council supports the closure of Second Street South between the Main Street South and Matheson Street South on Saturday, September 3rd between the hours of 10:00 a.m. and 4:00 p.m. for the "Q104 Show us Your Q Event".

Recommendation Supported.

Discussion: Q104's request for the closure of Second Street South during Labour Day weekend was discussed. It was questioned by Council that given we are doing the same thing in the middle of July for Arts Fest whether is it going to be any busier traffic-wise as Labour Day weekend is one of the slowest weekends of the year. It was mentioned that bringing people up from the harbourfront will help the merchants out as this is part of what Kenora is and that the harbourfront is for much bigger events. Last year was referenced during when the same portion of road was closed for paving, in that it is the least disruptive. It was confirmed that a detour is needed through Lakeside for an alternate truck route and perhaps permanent signage could be installed for these closure request to avoid having to sign the route for each request to save staff time and money. Policies and risks for these situations were discussed and it was suggested that there be a policy in place rather than reviewing each request individually on a case by case basis. There is a cost to the City for the event which has been outlined in the report. A policy could outline who is responsible for the costs of these closures, liability insurance requirements, crowd control and monitoring of these situations when opening up community infrastructure to private businesses. There needs to be an expectation in the community as well as guidelines for administration. It was suggested the City check with its insurance company on this particular request. The Roger Brooks brand exercise was referenced as well regarding his advice to avoid closing the streets down and to build wide sidewalks to have street sales instead. The two upcoming events involved the street closures will be an opportunity to determine what the policy should be if it is decided to adopt one. Council members showed consensus to support the closure Q104 is requesting.

Fire & Emergency Services

1.6 Budget Amendment – Bunker Gear & PPE

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); 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 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.

Recommendation Supported.

Discussion: Fire Chief Todd Skene spoke to the report. The fire department had planned to purchase ten bunker gear but only can purchase eight at this time with the existing available budget. In the past there were reserves for bunker gear but these no longer exist. An overall

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review was done for fire equipment and it was determined that more bunker gear is needed at this time to ensure firefighters are outfitted properly. It was determined that there is less of a need for the eDraulic tool as there is full hydraulics off the trucks as well. Todd added that they are also looking at replacing other gear beyond its years.

2. Operations & Infrastructure

2.1 Budget Amendment – Grader 871 Repairs

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.

Recommendation Supported.

2.2 Budget Amendment – 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.

Recommendation Supported.

3. Community & Development Services

No reports.

F. Proclamations

None

G. Other

- Councillor McMillan shared that the recruitment subcommittee of the Kenora Area Healthcare Working Group is in the process of advertising a Health Care Recruiter position

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and anyone with the skills set that meets the criteria is encouraged to apply. He also shared that there have been many compliments received on the flowers in roundabout.

- Councillor Smith complimented staff for carrying out the successful Canada Day events.
- Councillor Goss suggested that Council meetings be streamed online to give access to viewing the meeting recordings to more people.
- Councillor Reynard recognized the recent Pride event which took place at the end of June, adding that there was a positive energy surrounding the event from the time the flag was raised on the first day to the march that took place the last day. He also shared that the Hockey Day in Canada representatives have been touring around the City the past couple days and everyone is showing a lot of excitement. There is a positive vibe and this will be a big time event for Kenora.
- Mayor Canfield commented on the number of people down at the harbourfront for the Canada Day activities. The great weather contributed to the turnout and the root beer floats were a hit. He added that detour established for the Redditt Highway washout worked out well and expressed thanks to Kenora Forest Products for making it happen.
- Councillor McMillan commended emergency services staff on their reaction in putting out the Kenwood fire and in ensuring that there was no one in the building.

H. Next Meeting

- Tuesday, August 9, 2016

I. Adjourn to Closed

Resolution #2-Moved by Councillor R. McMillan, Seconded by L. Roussin & Carried:

That pursuant to Section 239 of the Municipal Act, 2001, as amended, authorization is hereby given for Committee to move into a Closed Session at 10:46 a.m. to discuss items pertaining to the following:-

i) Labour Relations (1 item)

J. Reconvene to Open Meeting

Council reconvenes to open session at 11:42 a.m. with no direction/reports from its closed session.

K. Close Meeting

Meeting adjourned at 11:43 a.m.