



**City of Kenora**  
**Committee of the Whole**  
**Minutes**

**Tuesday, May 10, 2016**  
**9:00 a.m.**

**City Hall Council Chambers**

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**Present:**

Mayor David Canfield  
Councillor Mort Goss  
Councillor Rory McMillan  
Councillor Dan Reynard  
Councillor Louis Roussin  
Councillor Sharon Smith  
Councillor Colin Wasacase

**Staff:** Karen Brown, CAO, Heather Kasprick, City Clerk, Andrew Glasco, Manager of Community & Development Services, Tara Rickaby, Planning Administrator, Adam Smith, Special Projects & Research Officer, Lauren D'Argis, Corporate Services Manager

**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 May 17, 2016 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

**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.**

Councillor McMillan declared an indirect pecuniary interest as it relates to agenda item number 1.1 regarding Municipal Operating Budget as it relates to his spouse who is a member of the Police Services Board and this report references remuneration for Police Services Board members.

**C. Confirmation of Previous Committee Minutes**

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

That the Minutes from the last regular Committee of the Whole Meeting held April 5, 2016 and Special Committee of the Whole meetings held April 4, 12 & 19, 2016 be confirmed as written and filed.

## **D. Deputations/Presentations**

### **Shannon Robinson - Northwestern Health Unit-Healthy Eating at Work**

Ms. Robinson presented two different scenarios on healthy eating at work. It's Monday, the day all health breaks loose. The day that people are more likely to make a positive lifestyle change and stick to it all week. Today is the day you remind yourself about your healthy eating and physical activity goals. You are feeling good, you go into work for 8:00 am – it's an early start to your day, because you have an all day meeting. You were in a rush to get out the door, so couldn't fit in breakfast – but you know that refreshments will be provided at your meeting. In scenario 1 - You walk in and there is a table filled with sweet pastries. Because you are hungry, you reluctantly choose one, even though you feel a little guilty about it. The meeting is a little slow to get started, so the chair shortens break times. You have a lot to accomplish today, so you all agree to work through lunch to cover the big agenda. Sound familiar? You quickly eat lunch, polish off a couple of sweet desserts, and after sitting all morning, continue to sit in the meeting until 4 pm. Leave at the end of the day having successfully worked in almost 8 hours of sedentary time during your work day. In scenario 2 – you walk in and there are people standing around the back of the room loading up on fresh cut fruit and making up their own cup of granola and toppings. Before you start the meeting, the chair gets everyone up and does a very quick activity to energize the room. The chair lets everyone know that they can feel free to get up out of their chair during the meeting to stretch. The group takes a 2 minute break after each hour of sitting to get up and move around. A longer nutrition break provides additional healthy food choices. A group of participants agree to take a 15 minute walk during the lunch break. Sitting time over the course of the day is significantly reduced, you got some of your daily physical activity in at lunch, and you found it easy to stick to your healthy eating goals today. You leave with a smile. Your group stayed engaged, and you got through that ambitious agenda even though you took numerous breaks.

We can make small adjustments to our meetings and events that add up over the long run – we can create supportive environments for health one meeting at a time. Canadians spend a lot of time at work. Workplaces can be supportive of health, or not supportive of health. Everything is right at our finger tips- we have engineered activity out of our daily lives and it's taking a toll on our health, individually and collectively. Healthy food options and active workplaces can become the norm. The workplace in scenario two is real. The NWHU has committed to walk the talk of healthy living. By making the healthy choices the default or 'the easy choice' we help people stick with their healthy eating and physical activity goals. We know that people don't get enough physical activity and healthy food choices in their day – and we also know that nutrition and physical activity are risk factors for numerous chronic diseases. A policy is a small way to support healthy changes for ourselves, our colleagues, and our community partners.

Since 2012 the NWHU has had a healthy meeting and events policy and procedure. Its purpose is to create supportive environments for healthy eating and physical activity at Health Unit-led meetings and events. They promoted it to their partners at their "Do One Thing Conference" in Kenora, in 2014 and since then a number of workplaces have adopted or adapted it.

The NWHU will facilitate healthy meetings and events that take into consideration healthy eating, physical activity and environmental impact by providing healthy food and beverage choices at NWHU meetings/events when food is provided. By integrating opportunities for physical activity into all meetings/events over one hour, and by being as environmentally friendly as we can. So what does this look like: You will see people stand, getting up and stretching during their meetings, they work active breaks into the agenda; they talk to caterers in advance about their policy and healthy options; they use walking meetings and normalize standing/active behaviours. We share info/feedback at external meetings about small changes that can be made. They evaluate every meeting for compliance with the healthy meetings and events policy.

If implemented well, policy can profoundly influence the way people live and the choices that they make. In 2016 the NWHU wanted to look back at their policy, and see if it is being implemented as intended. They did this through an audit of meeting minutes and an online survey. The audit showed that about half of our over 600 meetings confirmed to the guidelines; the other half was undocumented, either not evaluated or not applicable. Over 100 (2/3) of their staff responded to the online survey. 95% were aware of the healthy meeting and events policy; and 95% report following at team meetings. Now that they have assessed compliance, they will be further looking at impact on our staff. Their assumptions that providing education on lifestyle (i.e. diet and exercise) to people to help them improve their health is not correct. Education is not enough, and may even create harm as it gives people the impression that everything is within individual control. In fact, environmental factors such as having a sedentary job or working in an environment with lots of tempting food, or working in a very stressful environment, has a huge impact on the health related 'choices' individuals make.

The behaviours of individuals are affected by the default choices that are offered to them. If implemented well, policy can profoundly influence the way people live and the choices that they make. Health promoting policies make healthier choices easier, and unhealthy ones more difficult. A significant aspect of policy is that it is long-lasting and difficult to change once it is in place. So we can influence health at an even broader level, by applying healthy meetings and events policy to community events.

For the past two years, the NWHU has been holding online Citizens' Panels – to date we have had 3. These are made up of a group of Northwestern Health Unit (NWHU) area residents who agreed to participate by providing feedback and giving opinions about public health policies that impact the health of individuals, families and communities across the region.

The workplace healthy meeting and events policy I just described covers healthy food policy, and goes beyond to work in physical activity, being as green and environmentally friendly as we can be.

The municipality can make a resolution to implement a healthy meeting and events policy for employees. But what about going beyond to include Municipal events, or events held on municipal properties? Our healthy meeting and events policy and procedure can be adapted to include the municipality as a workplace, as a host of community events, and food choices available at the recreation centre – a place that exists to fuel physical activity. The Town of Emo, for example, has made this adaptation.

The NWHU asked Council to pass a resolution in support of healthy meetings and events; or

Healthy Community Events; or Develop a Comprehensive Events Policy; or review existing event policies; procedures; application forms and add language that includes healthy food choices recommendations.

Mayor Canfield thanked Mrs. Robinson for her presentation and a copy was left with the Clerk.

### **Don Kinger – Drugs in Kenora**

Mr. Kinger advised that he attended the NWHU presentation on the needle exchange program a few weeks ago. Mr. Kinger expressed that Kenora has an epidemic of needle users and a lot of citizens are not happy with all the needles in the community. Mr. Kinger was concerned with the statements that the NWHU made that the City has little to no involvement in the needle exchange program. He would like to see the City take an active role in the program and to get more involved. He understands that the City is not going to stop it but the needles need to be cleaned up and better controlled. He stated that the NWHU wants to see the City more involved and clean up all the needles. Mr. Kinger left a petition with several hundred names on it for Council to address the needle problem on our City streets.

NOTE: Karen Brown, City CAO commented that the City is very involved in a partnership with the NWHU on the needle exchange program. They bring the NWHU in to train the City staff annually on safe needle disposal. It is part of the orientation for our summer students and they are trained to be diligent with the safe handling of needles.

## **E. Reports:**

### **1. Corporate Services & Strategic Initiatives**

#### **1.1 2016 Municipal Operating Budget**

##### **Recommendation:**

That three readings be given to a bylaw to approve the 2016 Municipal Operating Budget, as reviewed and amended by Council; and further

That Council authorizes City administration to proceed with the implementation of all budget related decisions in accordance with those reflected within the amended budgets; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2016 Municipal Operating Budget by-law at its May 17<sup>th</sup> Council Meeting.

##### **Recommendation Approved.**

#### **1.2 2016 Solid Waste Budget**

##### **Recommendation:**

That three readings be given to a bylaw to approve the 2016 Solid Waste Utility Budget, as reviewed by Council; and further

That Council authorizes City administration to proceed with the implementation of all budget related decisions in accordance with those reflected within the budgets; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that

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Council intends to formally adopt the 2016 Solid Waste Utility Budget by-law at its May 17<sup>th</sup> Council Meeting.

**Recommendation Approved.**

**1.3 2016 Water & Sewer Budget**

**Recommendation:**

That three readings be given to a bylaw to authorize the approval of the City of Kenora's 2016 Water and Sewer Utility Budget, as reviewed by Council; and further

That Council authorizes City administration to proceed with the implementation of all budget related decisions in accordance with those reflected within the budgets; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2016 Water and Sewer Utility Budget by-law at its May 17<sup>th</sup> Council Meeting.

**Recommendation Approved.**

**1.4 2016 Capping Options**

**Recommendation:**

That Council hereby approves the implementation of the following tools related to the capping process for the 2016 taxation year:

- Annualized Tax Limit of 10% for each of the commercial, industrial and multi-residential property classes.
- Prior Year's CVA Tax Limit of 5% for each of the commercial, industrial and multi-residential property classes.
- CVA Tax Threshold for Protected Properties related to increases in the amount of \$250 for each of the commercial, industrial and multi-residential property classes.
- CVA Tax Threshold for Clawed Back Properties related to decreases in the amount of \$250 for each of the commercial, industrial and multi-residential property classes.
- CVA Tax in 2015
- Cross Over CVA Tax in 2016 and further;

That Council gives three readings to a By-law to adopt optional tools for the purposes of both administering limits for certain property classes and excluding certain properties from the capping process.

**Recommendation Approved.**

**1.5 2016 New Construction New to Class**

**Recommendation:**

That Council hereby approves the implementation of the minimum tax level of 100% for new construction / new to class properties for 2016; and further

That Council hereby give three readings to a By-law to 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.

**Recommendation Approved.**

**1.6 2016 Revenue Neutral Tax Ratios**

**Recommendation:**

That for 2016 Council adopts Revenue Neutral Tax Ratios to mitigate reassessment impacts.

**Recommendation Approved.**

**1.7 2016 Tax Rates & Ratios**

**Recommendation:**

That Council gives three readings to a bylaw to set tax ratios and to set tax rate reductions for prescribed property classes and subclasses for municipal purposes for the year 2016; and further

That three readings be given to a by-law to adopt the estimates for all sums required for the year, to establish rates to be levied for same and to provide for penalty and interest in default of payment thereof for 2016; and further

That in accordance with Notice By-law #144-2007, public notice is hereby given of Council's intention to set tax ratios and tax rates for 2016 at its May 17<sup>th</sup>, 2016 meeting.

**Recommendation Approved.**

**1.8 Ontario Regulation 284/09: 2016 Budget Matters**

**Recommendation:**

That Council adopts the report dated May 2, 2016 related to 2016 budget matters by Resolution as required under the Municipal Act, 2001, Ontario Regulation 284/09; and further That this report contains information related to changes in financial reporting and budget requirements for municipalities as a result of the 2009 changes to the Public Sector Accounting Board (PSAB) accounting standard; and further

That municipalities must prepare a report, passed by resolution, that shows how the surplus and deficit of the 2016 budget would be reflected in the financial statements.

**Recommendation Approved.**

**1.9 Citizen Recognition Program**

**Recommendation:**

Whereas Council recognizes the significant contributions that volunteers make to our community; and

Whereas a Citizen Recognition Program would provide a method to acknowledge and recognize outstanding citizens who have made a significant contribution to, or positive impact on the citizens of our community;

Therefore be it Resolved that Council of the City of Kenora adopts a Citizen's Recognition

Program in and for citizens of the City of Kenora; and further

That three readings be given to a bylaw to adopt a Citizen Recognition Program Policy # CC 6-2.

**Recommendation Approved.**

### **1.10 Council Remuneration Tax Exemption**

**Recommendation:**

Whereas the Council of the City of Kenora's Remuneration By-law makes reference that one-third of its remuneration shall be deemed as an expense allowance in accordance with Section 283 (5) of The Municipal Act 2001; and

Whereas Section 283 (7) of The Municipal Act 2001 requires that a council shall review a by-law under subsection (5) at a public meeting at least once during the four-year period corresponding to the term of office of its members; and

Whereas Council has reviewed the annual remuneration and per diems as set out in By-law #60-2005 in conjunction with the 2015 budget process and has determined that no change shall be made to the amounts as set out in that by-law for the remainder of the term of the current Council;

Now Therefore Be It Resolved That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to pass a By-law establishing Council remuneration at its May 17<sup>th</sup> meeting in accordance with the requirements within The Municipal Act, 2001; and further

That the Council of the City of Kenora hereby declares that one-third of the remuneration paid to elected Members of Council of the City of Kenora shall continue as expenses incident to the discharge of their duties as Members of Council; and further

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

**Recommendation Approved.**

### **1.11 Docking Bylaw Amendment**

**Recommendation:**

That three readings be given to a bylaw authorizing a new Use of Municipal Docks and Anchorages bylaw within the City of Kenora; and further

That an application be made to the Regional Senior Justice, Ontario Court of Justice, Northwest Region, for an Order approving the set fine for the offences under the new bylaw which is attached as "Schedule A" to this Resolution; and further

That bylaw number 100-2011 be hereby repealed.

**Recommendation Approved.**

**Discussion:** Council expressed that it will be imperative that the enforcement of this bylaw be enforced consistently in all areas for the public to understand the importance of this bylaw.

### **Forest Tenure Discussion**

**Recommendation:**

Mayor Canfield received a letter and email from Scott Jackson on Friday, April 29<sup>th</sup>, 2016 regarding the City of Kenora's interest in the Whiskey Jack Forest (WJF) tenure reform discussions and the City participating in the tenure modernization process. While Council is supportive of the process and the work they are doing, it is recommended that the City not be part of the modernization process.

A letter, under the signatory of Mayor Canfield, will be sent to Mr. Jackson in response to his letter and inquiry.

#### **1.12 Graffiti Bylaw**

**Recommendation:**

That three readings be given to a bylaw authorizing a new Graffiti bylaw within the City of Kenora; and further

That an application be made to the Regional Senior Justice, Ontario Court of Justice, Northwest Region, for an Order approving the set fine for the offences under the new bylaw which is attached as "Schedule A" to this Resolution; and further

That bylaw number 128-2010 be hereby repealed.

**Recommendation Approved.**

#### **1.13 OACFDC Sponsorship**

**Recommendation:**

That Council hereby supports the sponsorship of the Ontario Association of Community Futures Development Corporations (OACFDC) 23<sup>rd</sup> Annual Conference being held in Kenora September 12-14, 2016; and further

That Council sponsors the event at the \$1,000 level for this provincial conference.

**Recommendation Approved.**

**Discussion:** It was recommended that the Tourism department staff the booth that comes as part of the package for this level of sponsorship.

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

**No Reports.**

## **3. Operations & Infrastructure**

**No Reports.**



## 4. Community & Development Services

### 4.1 Beaches, Parks and Trails Plan

**Recommendation:**

That Council of the City of Kenora accepts the Beaches Parks and Trails Concept Plan (2016) as presented.

**Recommendation Approved.**

**Discussion:** Three City staff are working with the Kenora Rotary Club on the Kenora Accessible Splash Park. Councillor Goss spoke to the Kenora Age Friendly plan and Central Park being more for seniors and shift the focus from baseball fields in that location. Reference was made to community gardens or other opportunities for seniors at this location making it more of a true park and moving the baseball fields.

### 4.2 Harbourtown Community Improvement Plan

**Recommendation:**

That Council gives three readings to a bylaw to amend bylaw number 83-2012, being a bylaw to adopt a Community Improvement Project Plan for the Harbourtown Centre pursuant to Section 28 (2) of the Planning Act R.S.O 1990, c.P.13, as amended.

**Recommendation Approved.**

### 4.3 It's a Dog's Life Request

**Recommendation:**

That Council of the City of Kenora supports the work of "It's A Dog's Life" to reduce the impact of stray dogs on the City of Kenora; and further

That a grant in the amount of up to \$1,400.00 be authorized for the use of payment for the Kenora Recreation Centre for the purpose of a fund raising event.

**Recommendation Approved.**

### 4.4 Rec Centre 1<sup>st</sup> Quarter Report

**Recommendation:**

That Council accepts the 2016 First Quarter Report for the Recreation Services Department.

**Recommendation Approved.**

### 4.5 Sign Variance Request – Raysolar

**Recommendation:**

That Council hereby receives the application for a variance from Raysolar for the replacement of a billboard sign located in Keewatin which is currently occupied by North American Lumber; and further

That the former North American Lumber building is for sale and the sign location should still be considered an attached asset to the Keewatin neighborhood business location; and further That Council therefore denies the request for the variance at this time.

**Recommendation Approved.**

**4.6 Event Centre Business Case and Design Work**

**Recommendation:**

That Council of the City of Kenora hereby accepts the final report from the Event Centre Committee prepared by Stantec + Nelson Architecture Inc. detailing the business case and design work for the proposed event centre; and further

That Council directs staff to bring forward, for approval, a terms of reference for an Event Centre Funding Committee to pursue applications and partnerships to secure the necessary funding of the next steps of design work and a determined percentage of the one-third capital expense of the Event Centre Project.

**Discussion:** Councillor Reynard questioned when Council will discuss this project and the direction that the City should be going with this project. CAO Karen Brown suggested that a separate meeting be established to discuss it. Councillor McMillan acknowledged the volunteers on the committee who have lead this report to come forward. It is now up to Council to make the decision on the direction of this facility. He encouraged his support of the project and moving this forward. Councillor Smith felt that a separate meeting should be held to address the questions of the casino event centre, Seven Gens event centre and that Council has not sat down to discuss strategic directions. Councillor Roussin is not against the event centre and supports the report. He is concerned about priorities and the second phase of the Asset Management plan that will be required in 2017. There are issues such as ball diamonds that hasn't been addressed along with other demands on the municipality. Mayor Canfield felt there are priorities such as the infrastructure items such as bridges as well as the unknown with the casino development and the Seven Generations development and that this needs to be held until other things are known. He feels that would be the fiscally responsible way to go. Councillor Reynard agreed that we need to sit down to identify our priorities. He doesn't want to see this set aside and nothing done with it. We need to do things right and move things forward. CAO Karen Brown noted that a June review is set aside for strat plan review, however, this may not be enough time to review all capital projects. Councillor Wasacase wants to see this project keep moving forward. Councillor Reynard asked for a timeline on the next steps. Karen Brown suggested in the next two months this meeting could take place. All of the questions need to be identified so Council can have the answers brought forward for a clear decision on the direction.

**Amended Recommendation:**

That Council of the City of Kenora hereby accepts the final report from the Event Centre Committee prepared by Stantec + Nelson Architecture Inc. detailing the business case and design work for the proposed event centre; and further

That a future meeting be established in the next two months for Council to have the opportunity to discuss this development further.

**Recommendation Approved.**

#### **4.7 Zoning Amendment – Z01-16 (Emergency Shelters)**

**Recommendation:**

That in order to provide adequate consideration of the staff findings background/report and additional information including deputations and delegations, the Council of the Corporation of the City of Kenora will consider the recommendation to approve application for Zoning By-law Amendment Z02/16 Emergency Shelter at the June 14, 2016 regular meeting, and amending Zoning By-law No. 101-2015 to permit emergency shelters in the GC – General Commercial Zone and the I – Institutional Zone, as uses accessory to offices, clinics, places of assembly and recreational facilities; and further

That the effect of approval would be to provide flexibility to co-locate an emergency shelter in facilities which offer services which support the use and its clients.

**Recommendation Approved.**

**Discussion:** Councillor Reynard questioned if the biggest concern is the location. It was questioned if we accept the recommendation what controls do we have where the facility is placed. There is some on-going work by the agencies involved and suggest that Council wait until they have all the information before making a decision on this. We have to make sure that the site is carefully looked at. There are concerns in the community that need to be recognized and mitigated before moving this forward. Council will not consider the recommendation until the June meeting.

#### **F. Proclamations**

Mayor Canfield then read the following proclamations:

- Seniors Month – June

#### **G. Other**

##### **11:00 a.m. Public Zoning Amendment Meeting (Z02-16 Godbout)**

**Recommendation:**

That 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.

**Council Roundtable Comments:**

1. Mayor Canfield spoke about the presentation he attended on persons with disabilities working at Tim Hortons.
2. Councillor Goss referenced the NOMA conference and two good ideas that he picked up on from that conference: Climate Change adaptation plan. For every dollar that is invested it generates \$9-\$38 is costs. Secondly, they fly the flag of Treaty 8 in tandem with their City flag.

3. Councillor Reynard reminded everyone of the Harbourtown BIZ spring clean-up this Friday on the corner of Main and Second. There is a free BBQ throughout the day as well as it demonstrates good partnership and initiative by the BIZ.

## **H. Next Meeting**

- Tuesday, June 7, 2016

## **I. Adjourn to Closed**

### **Resolution #2 - Moved by Councillor, Seconded by & Carried:**

That this meeting be now declared adjourned at 11:40 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) **Proposed or Pending Acquisition or Disposition of Land (1 matter)**
- ii) **Personal Matter about an Identifiable Individual (2 matters)**
- iii) **Labour Relations (1 matter)**

## **J. Reconvene to Open Meeting**

Council reconvenes to open session at 1:17 p.m. with the following reports from its closed session:-

### **Surplus of Municipal Lands – Coney Island**

#### **Recommendation:**

That Council of the City of Kenora declares lands described as PIN 42162-0723 PLAN M13 LOT 64 PCL 1615 surplus to the needs of the municipality; and further

That staff be authorized to advertise and sell the lands on the open market at a fair market value, with a minimum price determined by the City of Kenora Real Estate Broker, subject to a site plan agreement to control the location of any proposed dock.

**Recommendation Approved.**

### **Tunnel Island Common Ground Board Appointments**

#### **Recommendation:**

That Council of the City of Kenora hereby appoints Mayor Dave Canfield, Councillor Rory McMillan & Councillor Mort Goss to the Tunnel Island Common Ground Board of Directors

**Recommendation Approved.**

### **Kenora District Homed for the Aged Board Appointment**

#### **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.

**Recommendation Approved.**

## **K. Close Meeting**

Meeting adjourned at 1:18 p.m.