



# MINUTES

**Of a Meeting of the Council of the City of Kenora  
Tuesday, May 16, 2017 – City Council Chambers  
12:00 p.m.**

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**WITH Mayor D. Canfield in the Chair, Councillor M. Goss, Councillor R. McMillan  
Councillor D. Reynard Councillor L. Roussin, Councillor S. Smith, Councillor C.  
Wasacase**

**Staff:** Karen Brown, CAO, Heather Kasprick, City Clerk

## **Call to Order**

Mayor Canfield called the meeting to order and Councillor Reynard delivered a blessing. Following the blessing a moment of silence was held in respect and memory of Dan Jorgensen.

## **Public Information Notices as per By-law Number 144-2007**

### **Mayor Canfield then read the following notices:-**

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

- Council intends to formally adopt the 2017 Business Improvement Board Levy
- Council intends to amend its 2016 Capital Budget to commit funds from the Roads Reserve in the amount of \$62,936.46 to the Seventh Avenue Bridge design
- Council intends to formally adopt the 2017 Solid Waste Utility Budget
- Council intends to formally adopt the 2017 Water and Wastewater Utility Budget
- Council will establish parking lot rates for the First Avenue South long term parking for Coney Island residents
- Council will amend their summer meeting calendar to remove the month of August from their meeting series
- Council will approve a re-allocation of \$30,000.00 to be funded through the contingency reserves for completing the Anicinabe BBQ pit improvements project
- Council intends to change Wharf Street to a "One-Way" designation being a single lane for the portion of Wharf Street directly in front of the Lakeshore Hotel
- Council will amend the 2016 Budget to reflect the reallocation of funds approved by the Treasurer in the absence of the Corporate Services & Strategic Initiatives Manager:
  - approves an additional allocation of \$211 to the Server Hardware project, to be funded through the Computer Replacement project
  - additional allocation of \$4,076 to the Asset Management Planning project, to be funded through the Website Redesign project
  - additional allocation of \$20,068 to the Lane Paving Program, to be funded through the budget for the Municipal Paving program
  - additional allocation of \$4,616 to the Sidewalk Sander capital purchase, to be funded through the Dump Truck capital purchase

- additional allocation of \$8,105 to the Volvo Grader Transmission capital purchase, to be funded through the Dump Truck capital purchase
- additional allocation of \$4,820 to the Electrician Vehicle capital purchase, to be funded through the Sewer Suction Truck capital purchase
- additional allocation of \$27,637 to the Water Tower Demo project, to be funded through the Sewer Suction Truck capital purchase
- additional allocation of \$208 to the WTP Dehumidifier capital purchase, to be funded through the WTP Backup Sludge Pump capital purchase
- additional allocation of \$7,067 to the Zamboni capital purchase, to be funded through the Dectron Completion project

### **Declaration of Pecuniary Interest & General Nature Thereof**

Mayor Canfield then asked if any Member of Council had 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

Councillor McMillan declared an indirect pecuniary interest as it relates to resolution number 25 regarding Kenora Police Services Board as his spouse is a member of the Kenora Police Services Board and receives remuneration and this resolution references the Kenora Police Services Board.

### **Confirmation of Minutes**

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

That the following Minutes of the Council of the City of Kenora be adopted as circulated:-

Regular Council – April 18, 2017

### **Deputations**

None

### **Additions to the Agenda**

None

### **Climate Asset Management Network Grant Application**

**2. Moved by C. Wasacase, Seconded by R. McMillan & Carried:-**

That Council has approved the 2016 Asset Management Plan (AMP) for the City of Kenora as prepared by Public Sector Digest (PSD); and further

That Council has directed administration to continue to improve the data underlying the plan and strategies with which to manage the City's infrastructure; and further

That Council directs staff to apply for funding under the Climate Asset Management Network to integrate climate risks and impacts into the 2016 Asset Management Plan.

## **2016 Capital and Unusual Spending**

### **3. Moved by L. Roussin, Seconded by R. McMillan & Carried:-**

That Council hereby accepts the 2016 Capital and Unusual Spending report.

## **BIZ Levy Request**

### **4. Moved by D. Reynard, Seconded by M. Goss & Carried:-**

That Council hereby approves the Harbourtown Centre Business Improvement Board budget request in the amount of \$39,079 for 2017; and further

That Council gives three readings to a bylaw to adopt the estimates for funds to be raised for 2017 on behalf of the Harbourtown Centre Business Improvement Board; and further

That in accordance with Notice Bylaw Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2017 Business Improvement Board Levy at its May 16<sup>th</sup> meeting.

## **Budget Amendment – 7<sup>th</sup> Avenue Bridge Funding**

### **5. Moved by M. Goss, Seconded by R. McMillan & Carried:-**

That Council hereby approves a re-allocation of \$62,936.46 to be funded through the Roads Reserves for the design of improvements to the Seventh Avenue bridge; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2016 Capital Budget at its May 16, 2017 meeting to commit funds from the Roads Reserve in the amount of \$62,936.46 to the Seventh Avenue Bridge design; and further

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

## **2017 Solid Waste Budget Approval**

### **6. Moved by S. Smith, Seconded by M. Goss & Carried:-**

That Council hereby approves the 2017 Solid Waste Utility Budget; and further

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

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2017 Solid Waste Utility Budget by bylaw at its May 16<sup>th</sup> Council Meeting; and further

That the appropriate bylaw be passed for this purpose.

## **2017 Water & Wastewater Budget Approval**

### **7. Moved by R. McMillan, Seconded by L. Roussin & Carried:-**

That Council hereby approves the 2017 Water and Wastewater Utility Budget; and further

That Council hereby authorizes City administration to proceed with the implementation of all budget related decisions in accordance with those reflected within the Water & Wastewater 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 2017 Water and Wastewater Utility Budget by bylaw at its May 16<sup>th</sup> Council Meeting; and further

That the appropriate bylaw be passed for this purpose.

## **Section 357 Tax Rebates**

### **8. Moved by R. McMillan, Seconded by C. Wasacase & Carried:-**

That Council hereby approves Section 357 tax adjustments with potential refunds totaling \$15,493.46.

## **Kenora Rowing Club Community Foundation Application**

### **9. Moved by L. Roussin, Seconded by R. McMillan & Carried:-**

That the Council of the City of Kenora supports the Kenora Rowing Club's request to name the City of Kenora as a sponsor in their application for funds through the Kenora & Lake of the Woods Regional Community Foundation – Canada 150 Legacy Project for a legacy video of the Canada Summer Games as well as activities sponsored by the Lake of the Woods Museum and the Lake of the Woods Arts Community.

## **Coney Island Resident Parking**

### **10. Moved by D. Reynard, Seconded by M. Goss & Carried:-**

That Council establishes the parking lot fee for the First Avenue South long term parking lot for Coney Island residents; and further

That long term parking be established at \$50.00 per month plus HST; and further

That three readings be given to a bylaw to amend bylaw #66-2006 to reflect this new parking lot and rate.

## **Summer Council Meeting Schedule**

### **11. Moved by M. Goss, Seconded by R. McMillan**

That Council hereby authorizes the deletion of the August Committee of the Whole meeting on Tuesday, August 8, 2017 at 9:00 a.m. and the August Council meeting on Tuesday, August 22, 2017 at 12:00 p.m. from the 2017 Council meeting calendar; and further

That a special meeting of Council will be called in the event of any urgent matters that may arise.

### **Motion Defeated**

#### **Budget Amendment – Anicinabe Park BBQ Pit Improvements**

##### **12. Moved by S. Smith, Seconded by M. Goss & Carried:-**

That Council hereby approves an additional appropriation of \$30,000 from the City's contingency reserve to complete the Anicinabe BBQ Pit Improvements project; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2017 Capital Budget at its May 16th, 2017 meeting for this purpose; and further

That Council gives three readings to a by-law to amend the 2017 capital budget for this purpose.

#### **Recreation Centre 1<sup>st</sup> Quarter Report**

##### **13. Moved by R. McMillan, Seconded by L. Roussin & Carried:-**

That Council accepts the 2017 First Quarter Report for the Recreation Services Department.

#### **Public Zoning Amendment – D14-17-04 Trojan Avenue**

##### **14. Moved by R. McMillan, Seconded by C. Wasacase & Carried:-**

That following a Public Meeting to hear submissions and public comments in regard to the Application for Zoning By-law Amendment, File No. D14-17-04 for property described as lots 115, 116 and 117 Council hereby accepts the recommendation of the Kenora Planning Advisory Committee; and further

That Council, in lieu of public comments, gives three readings to a by-law to authorize approval of the amendment to enable a change in zoning from R2 to R3.

#### **Traffic Amendment – Wharf Street Extension**

##### **15. Moved by L. Roussin, Seconded by R. McMillan & Carried:-**

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law Number 180-2015 to include changes to the following: Schedule "M" – One-Way Streets, Schedule "C" Limited Restricted Parking, Schedule "U" Do Not Enter and Schedule "B" No Parking –Tow Away Zone, for Wharf Street Extension; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to make permanent traffic changes to Wharf Street by creating a one way extension at its May 16<sup>th</sup> Council Meeting; and further

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

## **2016 Budget Amendments Approved by Manager**

### **16. Moved by D. Reynard, Seconded by M. Goss & Carried:-**

That Council hereby approves an additional allocation of \$211 to the Server Hardware project, to be funded through the Computer Replacement project; and further

That Council hereby approves an additional allocation of \$4,076 to the Asset Management Planning project, to be funded through the Website Redesign project; and further

That Council hereby approves an additional allocation of \$20,068 to the Lane Paving Program, to be funded through the budget for the Municipal Paving program; and further

That Council hereby approves an additional allocation of \$4,616 to the Sidewalk Sander capital purchase, to be funded through the Dump Truck capital purchase; and further

That Council hereby approves an additional allocation of \$8,105 to the Volvo Grader Transmission capital purchase, to be funded through the Dump Truck capital purchase; and further

That Council hereby approves an additional allocation of \$4,820 to the Electrician Vehicle capital purchase, to be funded through the Sewer Suction Truck capital purchase; and further

That Council hereby approves an additional allocation of \$27,637 to the Water Tower Demo project, to be funded through the Sewer Suction Truck capital purchase; and further

That Council hereby approves an additional allocation of \$208 to the WTP Dehumidifier capital purchase, to be funded through the WTP Backup Sludge Pump capital purchase; and further

That Council hereby approves an additional allocation of \$7,067 to the Zamboni capital purchase, to be funded through the Dectron Completion project; and further

That in accordance with Notice By-law Number 144-2007 notice is hereby given that Council intends to amend its 2016 Budget at its May 16, 2017 meeting; and further

That Council hereby gives three readings to a by-law for this purpose.

## **Kenora Consultants Inc Contract for Water Quality Monitoring**

### **17. Moved by M. Goss, Seconded by S. Smith & Carried:-**

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 \$4,755.00 + HST; and further

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

## **Contracts & Expenditures Approved January – March 2017**

### **18. Moved by S. Smith, Seconded by M. Goss & Carried:-**

That Council hereby receives the information report with respect to contracts awarded within the Manager's approved limits for January to March 2017.

## **Kenora Fire & Emergency Services PTSD Prevention Plan**

### **19. Moved by R. McMillan, Seconded by L. Roussin & Carried:-**

That City of Kenora Fire and Emergency Services PTSD Prevention Plan was submitted to Minister Kevin Flynn of the Ontario Ministry of Labour on April 21<sup>st</sup>, 2017; and further

That Council supports the implementation of the Kenora Fire and Emergency Services PTSD Prevention Plan and the future education of our members in the prevention, recognition and intervention of this mental illness.

## **CUPE Local 191 Letter of Understanding – City Hall Work Hours**

### **20. Moved by C. Wasacase, Seconded by R. McMillan & Carried:-**

That three readings be given to a bylaw to execute a Letter of Understanding between the Corporation of the City of Kenora and CUPE Local 191 for the provision of City Hall work hours; and further

That the Mayor and Clerk be authorized to execute this letter of understanding.

## **CUPE Local 191 Letter of Understanding – City Hall Part Time Cashier**

### **21. Moved by R. McMillan, Seconded by L. Roussin & Carried:-**

That three readings be given to a bylaw to execute a Letter of Understanding between the Corporation of the City of Kenora and CUPE Local 191 for the provision of Part Time Cashier at City Hall; and further

That the Mayor and Clerk be authorized to execute this letter of understanding.

## **CUPE Local 191 Letter of Understanding – Transfer Site Attendant**

### **22. Moved by D. Reynard, Seconded by M. Goss & Carried:-**

That three readings be given to a bylaw to execute a Letter of Understanding between the Corporation of the City of Kenora and CUPE Local 191 for the provision of Transfer Site Attendant; and further

That the Mayor and Clerk be authorized to execute this letter of understanding.

## **Discharge of Obligations for Lougheed Drive**

### **23. Moved by M. Goss, Seconded by R. McMillan & Carried:-**

That three readings be given to a bylaw to execute a discharge of obligations and acceptance certificate for a subdivision agreement with WM Loughheed Trucking Ltd; and further

That the Mayor & Clerk be authorized to execute this agreement.

### **By-law Enforcement Summer Student Appointment**

#### **24. Moved by S. Smith, Seconded by R. McMillan & Carried:-**

That Council hereby appoints Alexis Briggs as a summer student By-Law Enforcement Officer in and for the City of Kenora under the authority of the Police Services Act; and further

That this appointment is hereby authorized for the period of May 24, 2017 to September 1, 2017.

### **Various Committee Minutes**

#### **25. Moved by L. Roussin, Seconded by S. Smith & Carried:-**

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

- March 22 – Kenora Public Library Board
- April 5 – Heritage Kenora Committee; and

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

- February 28 – District of Kenora Home for the Aged Board of Management
- March 20 – Planning Advisory Committee
- March 22 – Kenora Police Services Board
- March 24 – Northwestern Health Unit Board of Health; and further

That these Minutes be circulated and ordered filed.

**Councillor McMillan Abstained.**

### **Water & Wastewater Systems Monthly Summary – March 2017**

#### **26. Moved by C. Wasacase, Seconded by R. McMillan & Carried:-**

That Council of the City of Kenora hereby accepts the March 2017 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by City administration.

### **Municipal Road Works Tender Award**

#### **27. Moved by L. Roussin, Seconded by R. McMillan & Carried:-**

That the tender submitted by Moncrief Construction, in the amount \$1,246,155.85 (plus HST) for the 2017 Municipal Road Works be hereby accepted.



## **Museum Design Services**

### **28. Moved by D. Reynard, Seconded by M. Goss & Carried:-**

That Council hereby approves that Nelson Architecture be retained for the completed design work for the Lake of the Woods Museum's art gallery project, as provided for in the original Request for Proposals for the Feasibility Study under "Follow-on Contracts".

## **Approval of By-laws**

### **29. Moved by M. Goss, Seconded by R. McMillan & Carried:-**

That the following By-laws be now read a First & Second Time, and approved in their present form and presented for Third & Final Reading:~

- #55-2017 - Confirmatory
- #56-2017 - BIZ Levy Request
- #57-2017 - Budget Amendment – 7<sup>th</sup> Ave Bridge funding
- #58-2017 - 2017 Budget Approval – Solid Waste
- #59-2017 - 2017 Budget Approval – Water and Wastewater
- #60-2017 - Coney Island Resident Parking
- #61-2017 - Budget Amendment – Anicinabe Park BBQ Pit Improvements
- #62-2017 - Public Zoning Amendment – D14-17-04 Trojan Avenue
- #63-2017 - Traffic Amendment – Wharf Street Extension
- #64-2017 - 2016 Budget Amendments Approved by Manager
- #65-2017 - Kenora Consultants Inc contract for water quality monitoring
- #66-2017 - CUPE Local 191 Letter of Understanding – City Hall Work hours
- #67-2017 - CUPE Local 191 Letter of Understanding – City Hall Part time cashier
- #68-2017 - CUPE Local 191 Letter of Understanding – Transfer Site Attendant
- #69-2017 - Discharge of Obligations for Loughheed Drive
- #70-2017 - By-law Enforcement Summer Student appointment

## **Notices of Motion**

None

## **Proclamations**

None

## **Announcements**

### **The following was highlighted by Council:**

1. Council respectfully referenced Dan Jorgensen's passing and how much he contributed to our community and how much he will be missed.

## **Adjourn to Closed Session**

### **30. Moved by S. Smith, Seconded by R. McMillan & Carried:-**

That pursuant to Section 239 of the Municipal Act, as amended, authorization is hereby given for Council to move into a Closed Session at 12:29 p.m. to discuss items pertaining to the following:-

### **(3.1) Education & Training Members of Council (1 item)**

**Advice that is Subject to Solicitor-Client Privilege (1 item)**

Mayor Canfield left the Council meeting at 12:29 p.m. before Council moved into an in-camera session.

**Reconvene to Open Meeting**

Council reconvenes to open session at 3:10 p.m. with no reports from its closed session.

**Close of Meeting**

**31. Moved by R. McMillan, Seconded by C. Wasacase & Carried:-**

That this meeting be now declared closed at 3:11 p.m.

**The Corporation of the City of Kenora:**

**Confirmed As Written This .....Day**

**Of.....2017**

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**Mayor**

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**City Clerk**