



City of Kenora
Committee of the Whole
Minutes
Tuesday, June 13, 2017
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
Councillor Colin Wasacase (left at 12:03 p.m.)

Staff: Karen Brown, CAO, Heather Lajeunesse, Deputy Clerk, Jeff Hawley, Operations & Infrastructure Manager, James Tkachyk, Parks & Facilities Division Lead, Adam Smith, Special Projects & Research Officer, Charlotte Edie, Treasurer, Jon Ranger, Budget/Special Projects Officer, Megan Dokuchie, Economic Development Officer, Bruce Graham, Risk Management & Loss Prevention 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 June 20, 2017 meeting:-

- Amend its 2017 Capital Budget in the amount of \$21,650 + taxes for an emergency repair to the Whitecap Tent to be funded through the whitecap and Tourist Centre reserves for repairs to the vent caps
- Approve an increased allocation of \$45,000.00, funded through the Accessibility Reserve, for the Garrow Beach Play Structure project, resulting in a revised project cost of \$95,000.00 to provide an accessible play structure
- Amend the Tariff of Fees and Charges Bylaw to include new rates and charges for Schedule D- Operations for a new sidewalk snow and ice removal bylaw
- Approve and additional allocation of \$11,000 to be funded through the reallocation of funds from the GIS reserve fund for the purchase of GPS survey equipment in 2017
 - Amend the Tariff of Fees and Charges Bylaw to include an interest rate for the Water and Wastewater department outstanding accounts

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 1.4 regarding January-April 2017 Financial Statements as it relates to his spouse who is a

member of the Police Services Board and this report reflects costs attributed to Police Services.

C. Confirmation of Previous Committee Minutes

Resolution #1 - Moved by Councillor L. Roussin, Seconded by C. Wasacase & Carried:

That the Minutes from the last regular Committee of the Whole Meeting held May 9, 2017 and Special Committee of the Whole Meetings held May 8 and May 15, 2017 be confirmed as written and filed.

D. Deputations/Presentations

Ryan Haines, Kenora Resource Consultants – Potential Ecological Solution to floating cattail mats in Laurenson’s Creek

Ryan Haines attended the meeting to present an idea for which he is seeking Council and City input and support for a potential ecological solution for the floating cattail mats in Laurenson Creek. Mr. Haines explained that he has attended the International Rainy-Lake of the Woods Watershed Forums in International Falls in the past, which covers various related topics, one item being a presentation by Jean Morin of Environment Canada which explained scientific studies on how water level controls can affect a number of plant and wildlife species. Mr. Haines had written a follow up article for the Lake of the Woods Area News including the research highlights of which a copy of was provided to Council.

There has been lots of media attention regarding the cattails that were blocking access to Lake of the Woods via Laurenson Creek which can be attributed to inter-annual water level stability and a low population of muskrats. Muskrats will build their huts “pushups” in shallow, weedy bays where they can easily access underwater aquatic plants for food. The pushups will have access below the ice to enable them to access food while providing protection from predators, with the open water in the hut also providing a source of heat. Due to winter drawdowns (lowering of lake levels) water will often freeze to the bottom in shallow areas where muskrats have set up their pushups, which forces them to leave on land or the top of the ice exposing them to increased predation, nutritional stress and winter freeze-outs and ultimately decreasing the population. Muskrats feed on cattails (and use to build their huts) and their decreased population results in an abundance of cattails.

Mr. Haines explained that in a case such as Laurenson Lake there is potential to establish a dam during the winter months to increase the muskrat population and improve the cattail situation. He noted that fall is the government funding season for wetlands. If this is something that Council is interested in exploring there could be a partnership with Environment Canada for funding opportunities. He suggested the initial construction could possibly be funded by wetland restoration funding, however, there would be a long term cost associated with keeping up the dam structure as the funding wouldn’t continue forever. Mr. Haines indicated that he has not looked into the actual costs as he wasn’t sure if there would be any interest in the idea, he is just throwing it out there right now as a potential solution for the cattail problem.

Mayor and Council thanked Mr. Haines for his deputation and material was left with the Clerk. A follow up letter will be sent.

Darell Plummer, Harbourtown BIZ – Downtown Sidewalk Snow Removal Proposal

Darell Plummer made a deputation to Council on behalf of the Harbourtown BIZ asking Council to vote against the recommendation for the proposed Downtown Sidewalk Snow and Ice Removal Bylaw. He was asked by BIZ members to present a petition as signed by 346 people within two weeks, which was started by the downtown businesses as a result to the proposed bylaw. Mr. Plummer explained how downtown businesses run and how they sometimes struggle during the off seasons. The BIZ sought input from their members on the matter and to date many responses have been received with clear rationale and impacts. All responses were forwarded to Adam Smith, Special Projects and Research Officer, which have been included in a package with a letter and the petitions as submitted to the Clerk at the commencement of this meeting. BIZ members are strongly opposed to the proposed bylaw as this comes with increased costs of doing business, including potential fines and possible WSIB claims. It was suggested that perhaps snow removal could be obtained in other ways such as incentives provided to business owners by the City.

Mayor Canfield thanked Mr. Plummer for his deputation.

Barbara Laurin, President, Kenora and District Chamber of Commerce – Sidewalk Snow and Ice Removal Bylaw

Barbara Laurin made a presentation to Council on behalf of the Kenora and District Chamber of Commerce and their members. The Chamber has heard from their members and is strongly opposed to the passing of the Sidewalk Snow and Ice Removal bylaw. The proposed bylaw will reduce city services and affect the safety of employees if they are doing the required shoveling, especially those who are elderly or pregnant. Ms. Lauren expressed concerned about the effectiveness as the standards may be different from regular city snow removal. Concerns were noted about work hours and how the City is still responsible for clearing snow from areas such as parking meters and fire hydrants and it will be a wasted opportunity to skip over the sidewalks. The Chamber's mission is to promote a thriving business climate and they urge Council to vote against this bylaw.

Mayor Canfield thanked Ms. Laurin for her deputation and a copy was left with the Clerk.

E. Reports:

1. Corporate Services & Strategic Initiatives

1.1 Sidewalk Snow and Ice Removal Bylaw

Recommendation:

That Council hereby authorizes a new Sidewalk Snow and Ice Removal By-law, which establishes standards for the removal and disposal of snow and ice on public sidewalks in the Harbourtown Centre area; and further

That Council gives three readings to a bylaw to adopt a new Tariff of Fees and Charges bylaw to include new rates and charges for Schedule "D" – Operations; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to give three readings to a new Tariff of Fees and Charges By-Law at its June 20, 2017 meeting to give effect to the new rates outlined in the revised Schedule "D"; and further

That bylaw number 39-2017 be hereby repealed.

Recommendation Not Supported.

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Discussion: Council members each expressed their views on the proposed Sidewalk Snow and Ice Removal bylaw with each member stating that they were not in favour of its passing and providing their reasons why. Council indicated that based on the feedback received during the public sessions and directly from the individual businesses, as well as the risk analysis provided within the report, the recommendation is not supported. All business members were encouraged to continue to keep their storefronts clean, inviting and accessible regardless of a bylaw being in place.

1.2 AMO Delegation Requests

Discussion:

Council discussed the upcoming AMO conference and Minister delegation requests. Delegation requests are due by June 28th.

It was suggested that Council prioritize what the City's most important issues are and narrow the list down as to not overwhelm the ministers with information and we may have a better chance of success. It was suggested to touch base with KDSB and NOSDA as there are some similarities within the requests including housing and health care. It was further suggested that the City might be interested in providing the delegation packages to the ministers in advance including cost analysis and solutions to make them aware of the details of the problem beforehand. Policing costs were discussed and finding more ways to reduce these costs remains a priority.

1.3 2017 Q1 Investments

Recommendation:

That Council of the City of Kenora hereby accepts the 2017 first quarter investment report that includes details of the Kenora Citizens' Prosperity Trust Fund and other City of Kenora investments.

Recommendation Supported.

1.4 January-April 2017 Financial Statements

Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora at April 30, 2017.

Recommendation Supported.

1.5 Hydro Board Appointments

Recommendation:

That Council hereby appoints Councillor Rory McMillan to the Board of Directors of the Kenora Hydro Electric Corporation Ltd. for a term in effect until November 30, 2018, being the end of the term of Council; and further

That Council hereby appoints Councillor Rory McMillan as shareholder representative for the purposes of any Shareholder's meetings held during the term of his appointment to the Board of Directors for the Kenora Hydro Electric Corporation Ltd.

Recommendation Supported.

1.6 2017 Municipal Insurance Renewal

Recommendation:

That Mayor and Council accept the proposal for municipal insurance as presented by Gillons (formerly Lake of the Woods Insurance) and Frank Cowan Company in the amount of \$238,333.00 excluding taxes.

Recommendation Supported.

Discussion: It was noted that there was a significant savings from previous quotes for the City's insurance. Shelley McCool of Gillons was present at the meeting and confirmed this is due to the City's risk management with a lower number of claims.

1.7 Sponsorship of Central Community Club

Recommendation:

That the Council of the City of Kenora pass a resolution supporting the Central Community 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 Grants. The grant funds will be applied to ongoing costs of the Club.

Recommendation Supported.

Discussion: Council asked for an update on Central Community Club's previous plans as they are getting inquiries. Staff will follow up on the request and provide an update.

1.8 Property Standards Bylaw

Recommendation:

That Council gives three readings to a new Property Standards Bylaw which establishes standards for the maintenance and occupancy of properties in the City of Kenora; and further

That bylaw number 160-2000 be hereby repealed.

Recommendation Supported.

2. Fire & Emergency Services

No Reports

3. Operations & Infrastructure

3.1 Water & Sewage Bylaw

Recommendation:

That Council of the City of Kenora gives three readings to a bylaw to regulate Water and Sanitary Sewage in the City of Kenora; and further

That bylaw number 168-2004 and, all amendments thereto, be hereby repealed; and further

That Council gives three readings to a by-law to amend the Kenora Policy Manual for the purpose of removing Policies CS-1-4 and CS-1-5.

Recommendation Supported.

3.2 Tariff of Fees and Charges – Schedule D – Water & Wastewater Fees

Recommendation:

That Council hereby approves Water & Wastewater rates under Schedule “D” of the Tariff of Fees and Charges bylaw; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to give three readings to a new Tariff of Fees and Charges By-Law Number at its June 20, 2017 meeting to give effect to these rates outlined in the revised Schedule “D”; and further

That By-law Number 39-2017 be hereby repealed.

Recommendation Supported.

3.3 Traffic Amendment - Stop Sign - Sixth Street South

Recommendation:

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law Number 180-2015 to include changes to the following: Schedule “O” – Stop Signs at Intersections for Sixth Street South; and further

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

Recommendation Supported.

3.4 Traffic Amendment – Wharf Street Revision

Recommendation:

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

That three readings be given to an amending by-law for this purpose; and further

That By-Law 63-2017 be hereby repealed.

Recommendation Supported.

3.5 Budget Amendment – GPS Survey Equipment

Recommendation:

That Council hereby approves an additional allocation of \$11,000 to be funded through the reallocation of funds from the GIS reserve fund for the purchase of GPS survey equipment in 2017; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2017 Operating & Capital Budget at its June 20th, 2017 meeting for the purpose of this reallocation of funds; and further

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

Recommendation Approved.

4. Community & Development Services

4.1 Budget Amendment – Whitecap Tent Repairs

Recommendation:

That Council hereby approves funding of \$21,650 + taxes for an emergency repair to the Whitecap Tent to be funded through the whitecap and Tourist Centre reserves for repairs to the vent caps; 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 June 20, 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.

Recommendation Supported.

Discussion: Council asked if any of the costs to repair the tent would be covered by warranty. James will review to see if any of the costs can be reduced by warranty.

4.2 Budget Amendment – Garrow Park Play Structure

Recommendation:

That Council hereby approves an increased allocation of \$45,000.00, funded through the Accessibility Reserve, for the Garrow Beach Play Structure project, resulting in a revised project cost of \$95,000.00 to provide an accessible play structure; 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 June 20th, 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.

Recommendation Supported.

Discussion: Council expressed that this is a great investment for Kenora and there is a lot of community excitement for the project.

4.3 NCIR Investment Readiness Project

Recommendation:

That Council of the City of Kenora approves an application to the Northern Communities Investment Readiness (NCIR) Program for the delivery of an Investment Readiness Audit.

Recommendation Supported.

Discussion: Council asked if there would be any community consultation regarding the application. Megan indicated that this can be reviewed for consideration.

4.4 Request for Letter of Concurrence – Tbay Tel

Recommendation:

That in accordance with City of Kenora Tower Policy P-P 1-1 Forbes Brothers Ltd. Telecommunication Services, Agent for Tbaytel, has applied to the City for a letter of concurrence for the location of a new self-support tower at the Kenora Airport; and further

That the Government of Canada, through Industry Canada, has exclusive jurisdiction for approval of such sites with approvals obtained by the applicant in coordination with Transport Canada; and further

That as a result of the City's requirements for notification and public meeting held per the City of Kenora Tower Policy, with no outstanding objections, the CAO be authorized to execute a letter of concurrence indicating that requirements of the City of Kenora Tower Policy have been met, with the exception of Transport Canada's Assessment which will be provided to the City of Kenora once received.

Recommendation Supported.

4.5 D14-17-03 Application for Temporary Use – 105 Barkman Close

Recommendation:

That Council of the City of Kenora hereby accepts the recommendation of the Planning Advisory Committee to approve the Application for Temporary Use Provision, File Number D14-17-03; and further

That Council gives three readings to a by-law to allow for the use of property for a temporary term up to three (3) years, conditional upon Hydro One service connection being fully completed by June 19, 2017, in advance of the June 20, 2017 Council Meeting.

Recommendation Supported.

F. Proclamations

None

G. Other

H. Next Meeting

- Tuesday, July 11, 2017

I. Adjourn to Closed

Resolution #2 - Moved by Councillor R. McMillan, Seconded by C. Wasacase & Carried:

That pursuant to Section 239 (3.1) of the Municipal Act, 2001, as amended, authorization is hereby given for Committee to move into a Closed Session at 10:51 a.m. for the purpose of educating/training Members pertaining to planning processes; and further

That at this meeting no Member will discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of Council.

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J. Reconvene to Open Meeting

Council reconvenes to open session at 12:11 p.m. with no reports from its closed session.

K. Close Meeting

Meeting adjourned at 12:11 p.m.