



City of Kenora
Committee of the Whole
Minutes
Tuesday, December 10, 2019
9:00 a.m.
City Hall Council Chambers

Present: Councillor Rory McMillan, Deputy Mayor
Councillor Mort Goss
Councillor Andrew Poirier
Councillor Kirsi Ralko
Councillor Sharon Smith
Councillor Chris Van Wallegghem

Regrets: Mayor Daniel Reynard

Staff: Heather Pihulak, Manager of Administration/City Clerk, Kelly Galbraith, Deputy Clerk, Charlotte Edie, Manager of Finance/Treasurer, Jon Ranger, Deputy Treasurer, Adam Smith, Manager of Development Services, Stace Gander, Manager of Community Services, Todd Skene, Fire & Emergency Services Manager, Mukesh Pokharel, Environmental Services Division Lead, Hilary Smith, HR Advisor

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 December 17, 2019 meeting:-

- Adopt its 2020 Municipal Capital and Unusual Spending Budget
- Accept the draft 2020 billing statement from the Ontario Provincial Police for policing services in Kenora
- Amend the 2019 Capital Budget to authorize a re-allocation of \$285,000.00 (plus applicable taxes) to be funded through the sewer and water reserves for completing an emergency replacement of existing OmniSite Radios at the City's fifty-eight (58) different locations, including the Water Treatment Plant, Wastewater Treatment Plant, Water Booster Stations, and Sewage Pumping Stations

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 Poirier, Seconded by Councillor Ralko & Carried:

That the Minutes from the last regular Committee of the Whole Meeting held November 12, 2019 and Special Committee of the Whole meetings held November 19 and 25, 2019 be confirmed as written and filed.

D. Deputations/Presentations

Stefan Robinson – Kenora Hospitality Alliance

Stefan Robinson, Business Liaison & Development Coordinator with the Kenora Hospitality Alliance presented plans to develop a winter attraction on Rabbit Lake. This year the lake will feature a skating trail and rink, with hopes of expanding in years to come. Rabbit Lake was selected as the location for its close proximity local schools and transit, as well as attractions like Garrow Park, the SportsPlex and Mount Evergreen. The skating rink and trail will not hinder the Rabbit Lake snowmobile trail and proper signage will be posted.

St. Thomas Aquinas High School students have built a skate shack and Bell's Septic will be supplying a portable washroom for the site. The venue will be open to any businesses wanting to participate in any capacity. Access to the skating trail and rink will be free. Stefan asked Mayor and Council to consider providing a reduced Transit rate to Rabbit Lake which would also increase transit ridership. He also requested that the Garrow Park parking lot be plowed to allow for visitors to park in a designated lot and reduce parking along Rabbit Lake Road.

Deputy Mayor McMillan thanked Stefan for his presentation and a copy was left with the Clerk.

Charlene Kissick – Community Engagement Phase of All Nations Hospital

Charlene Kissick is the Community Engagement Project Planner for Lake of the Woods District Hospital. The work of the Community Engagement Project Planner is to engage residents, summer-residents and visitors (hospital users) in the Kenora, Minaki, Redditt and Sioux Narrows-Nestor Falls areas during the All Nations Hospital planning process. Kathy Kisiqueb of the Kenora Chief Association will be doing the same work with a focus on the Indigenous communities which surround Kenora, to gather the region's vision for the new hospital's services, delivery, facility, and site. The two will also work alongside of a Functional Planner/Prime Consultant whose role is to engage staff.

The All Nations Health Partners (ANHP), a coalition of leaders in Indigenous and mainstream health services in the Kenora region, includes the City as one of the original partners to sign the resolution in ceremony. The purpose of ANHP is in the spirit of reconciliation to improve health care access for all, respond to the needs of the Indigenous communities, streamline the health care system, doctor retention and ultimately a new All Nations Hospital and Campus. The original partners formed the ANHP Hospital Steering Committee.

The plan for community engagement will include an education campaign (videos, social media, online presence, media), a kick-off event during the second week of January, public town hall meetings, presentations to specific groups/captive audiences, an online survey, a call for written submissions, presence at community events, static displays, comment cards, Youth Council involvement, consistent updates to the community as phase progresses and communicating that improvements to current operations can be implemented now.

Charlene shared that the City can be involved by acting as ambassadors, encouraging residents to participate in the engagement sessions, provide space for static displays, distribute information and provide venues for public meetings.

Charlene can be contacted by phone at the hospital or her email at ckissick@lwdh.on.ca. Deputy Mayor McMillan thanked Charlene for the deputation and a copy of their recent publication was left with the Clerk.

HTFC Planning and Design Presentation - Harbourfront Business Development Plan

Megan Dokuchie, Economic Development Officer provided background on the Harbourfront Business Development Plan. In 2016, there were two initiatives that led to the development of the Harbourfront Business Development Plan. Firstly, the City of Kenora undertook a project to commission drawings for the redevelopment of the intersection of Bernier Drive, Water Street and Second Street South. During deliberations regarding implementation of the capital phase, City Council determined it a priority to re-examine the Harbourfront as a whole, beyond the scope of the intersection. In addition, the City of Kenora purchased a key property in the downtown core adjacent to the Kenora Shoppers Mall in 2016. This property is currently being used as parking. It is the catalyst for this planning project in that the City is in a position to examine the possibility to move a portion of parking from the waterfront towards the mall and other locations, and redevelop the Harbourfront area for business and tourism activities.

Constantina Douvris, Senior Associate (HTFC) – Project Lead shared that the aim of this project was to develop a Master Plan for Harbourfront that:

- Identifies business opportunities;
- Examines improvements to the public realm;
- Examines current parking inventory and analysis; and
- Considers the lake as a natural resource.

The Project Team, led by HTFC Planning & Design, was composed of six professionals whose areas of expertise ensured this project benefited from maximum collaboration, creativity and technical ability. The team worked closely with City of Kenora Economic Development Officer, Megan Dokuchie, and other City staff to ensure the goals of the project were met and tested by pertinent technical staff.

Prior to initiating a development plan for the Harbourfront, it was important to have a broader understanding of parking capacity and usage patterns in the whole of the Downtown area. A parking study was undertaken by Stantec Consulting's Transportation Engineers in order to observe these patterns at specific time periods during the busiest days of summer (August 2018). The key findings from the study include:

- Market Days are the only days of the year that put pressure on parking volume in the Downtown, mainly near Harbourfront.
- There are many parking lots that have capacity farther from Harbourfront.
- Walking distances are generally similar to what is experienced in larger urban mall parking lots.

Capacity For Parking Is Growing:

- 67 rental & 55 visitor in the parking lot between First Street South and Thistle Drive
- 13 casual on-street stalls on the First Street South Extension;
- There are many stalls planned for the Recreation Centre;
- There is room to add parking on Lakeview Drive.

A Steering Committee for the Harbourfront Redevelopment Project was formed of Harbourfront stakeholders to ensure good representation of the larger community. Members included City of Kenora departments, City Council, Kenora and District Chamber of Commerce, Harbourtown BIZ, Bernier Drive business owners, River Air, MS Kenora, Lake of the Woods Development Commission, Lake of the Woods Business Incentive Corporation, and Lake of the Woods District Stewardship Association. Members of the Métis Nation of Ontario and Treaty 3 were also invited to participate. The Steering Committee was involved throughout the process, providing ideas and feedback on concept plans.

The Project Team led a workshop in October 2018 to gather ideas regarding what elements would make for a great waterfront in Kenora, as well as to identify the goals for the project. Prior to the workshop, Steering Committee members provided feedback through an online survey, which served as a starting point for a Strengths, Weaknesses, Opportunities, Threats (SWOT) session to help guide the direction of the plan. The Project Team then took the data gathered at this workshop to develop three concept plans, which were shared with the Steering Committee for comment through online surveys and email feedback. A second workshop was held in September 2019 to develop a preferred plan based on the three concepts presented. Participants formed groups and drew on plans to advance ideas and find commonality through a charrette process. These drawings were used to develop a preferred plan that was finally shared in an Open House on November 5, 2019, where the public could provide feedback and further amend the plan.

Through the workshop process, nine goals were identified for development at Harbourfront;

- Four Season Destination
- Connectivity
- Sustainability
- Embracing Anishinaabe & Metis Culture
- Safety & Security
- Opportunities for Business
- Inclusivity
- Programming
- A place for Learning

The Project Team used these goals to inform the master planning process, serving as a report card for measuring the design's adherence, and ensuring that the plan was meeting the needs of the community. These goals should be used to test each project as it moves forward from inception to completion.

The identification of *Embracing Anishinaabe and Métis Culture* as a major goal of development led to an expanded need for deeper and ongoing discussions with Indigenous communities at all stages of the project. The Project Team engaged in several meetings with Indigenous organizations, including the Kenora Métis Council, and the three First Nations in the region: Niisaachewan Anishinaabe Nation (formerly Ochiichagwe'Babigo'Ining Ojibway Nation), Wauzhushk Onigum Nation, and Obashkaandagaang First Nation.

In March of 2019, the Project Team met with local First Nations and Métis communities and Elders to discuss the desired elements of a successful Harbourfront plan, opportunities for inclusion of Indigenous communities, and potential partnerships and projects that could contribute to that success.

Key points included:

- The history of the region’s Indigenous peoples should be told here, both good and bad, including the story of Residential Schools;
- Gathering places should be included for sharing of traditions and ceremonies;
- Identification of Treaty 3 land and Indigenous identity must be implemented;
- Distinction between the different nations should be clear;
- Artifacts currently housed in the museum should be specially housed on this site (repatriated);
- There must be opportunities to celebrate Indigenous arts and crafts, including music and dance;
- Opportunities for connections between Youth and Elders, and Indigenous and non-Indigenous peoples.

Based on workshop discussions, meetings, and correspondence with stakeholders, the Steering Committee, and Indigenous groups, the Project Team developed the following three concept plans, which were brought back to these groups through an online survey, a second workshop charrette, and discussions with Indigenous communities. It was discussed through this process that the limiting factor was parking, and balancing this with a desire for more amenities on the Harbourfront. Every group was given three large scale plans to select from, and draw their preferred scenario. At the second workshop, all five groups chose Concept 3, which had the least amount of parking on Harbourfront. All groups felt that parking was not the best use of waterfront land. They did however challenge the Project Team to ensure parking was shifted to a new location.

Ms. Douvris summarized her presentation by adding that the concept selected is and will continue to be a working document throughout all phases of the project.

Council asked if public transit has been incorporated into the plan. It was confirmed that both land water transit have been incorporated into the plan.

Council thanked Ms. Douvris for her detailed presentation and a copy was left with the Clerk.

E. Reports:

1. Administration & Finance

1.1 October Financial Statements

Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora at October 31, 2019.

Discussion: Council asked for clarification on the Keewatin Arena Debt Financing. Jon Ranger, Deputy Treasurer explained that debt interest is recorded at yearend. The current program used to generate statements is not user friendly. Finance is looking at a new system that will have monthly budgeting to properly record seasonal expenses.

1.2 Section 357

Recommendation:

That Council hereby approves Section 357 tax adjustments with potential refunds totaling \$1,841.71.

1.3 Keewatin Medical Clinic Property Taxes

Recommendation:

That Council hereby approves the cancellation of the property taxes, both municipal and education, for the Keewatin Medical Clinic effective January 1, 2020 in accordance with Section 110 of the Municipal Act; and further

That the Clerk of the City provide notice in writing of the contents of this by-law upon final passing thereof to the Minister of Finance, the Municipal Property Assessment Corporation and the relevant School Boards with jurisdiction within the City of Kenora in accordance with the provisions of Section 110(5) and (8) of the Municipal Act.

1.4 2019 Write Offs

Recommendation:

That Council hereby approves the write off of accounts totalling \$3,205.50 in 2017 including applicable taxes; and further

That City staff be directed to continue collection efforts on these accounts.

Discussion: Jon Ranger, Deputy Treasurer noted that the write off accounts are significantly smaller this year because the City no longer provides hydro. He further noted that although the accounts are written off City staff continue collection efforts on the accounts.

1.5 2020 Capital Budget

Recommendation:

That Council hereby approves the 2020 Municipal Capital Budget, including Unusual Spending, as amended; and further

That Council hereby directs staff to actively proceed with the projects included in that budget in accordance with the provisions of the City procurement bylaw; and further

That in accordance with Notice Bylaw 144-2007, public notice is hereby given that Council intends to adopt its 2020 Municipal Capital and Unusual Spending Budget at its December 17, 2019 Council meeting; and further

That Council hereby gives three readings to a bylaw for this purpose.

1.6 2020 OPP Annual Billing

Recommendation:

That Council hereby accepts the draft 2020 billing statement from the Ontario Provincial Police Financial Services Unit; and further

That Council continues to advocate to the Minister for further reductions to our policing costs; and further

That three readings be given to a bylaw to execute the agreement between the Corporation of the City of Kenora and the Ministry of Solicitor General for policing services for the City of Kenora.

Discussion: Council was encouraged to review the statements once again and send any questions to Heather Pihulak, City Clerk. The Municipal policing Bureau will be in Kenora next week and can answer questions about the billing model.

1.7 Health & Safety Policy Amendments

Recommendation:

That Council hereby approves amendments to the following Health and Safety Policies – #HS-09 – Workplace Hazards Analysis, #HS-18 – Personal Protective Equipment, #HS-34 – Designated Substances, #HS-36 – Materials Handling, and #HS-42 First Aid Requirements; and further

That bylaw number 27-2012 be hereby repealed; and further

That all Health & Safety Policies form part of the City's Comprehensive Policy Manual under the new category Health and Safety; and further

That three readings be given to five bylaws for this purpose.

1.8 HR Policy Amendments

Recommendation:

That Council hereby approves a new #HR-2-16 Coffee Breaks Policy which forms part of the City of Kenora Comprehensive Policy Manual; and further

That Council hereby repeals Human Resources Policy #HR-2-02 Employee Assistance Policy, #HR-2-20 Emergency Due to an Influenza Pandemic, #HR-2-10 Smoking in the Workplace; and further

That bylaw number 130-2009 be hereby repealed; and further

That three readings be given to a bylaw for this purpose.

1.9 KDCC Appointment

Recommendation:

That partnerships with our business community are important to Council and the City of Kenora as businesses play a vital role in creating and building economic benefits to our entire community; and further

That each term Council appoints a member of Council to attend the Business Improvement Zone Board (BIZ) meetings to support and engage our downtown businesses in City programs and initiatives and understand the creative ideas of our business community as well as recognize successes of the businesses; and further

That to foster further business relationships with the City, Council hereby appoints a member and alternate member to attend the regular Kenora District Chamber of Commerce Board meetings.

Discussion: Councillor expressed that it may be of more value to have the City's economic development staff attend the KDCC meetings rather than a Councillor, but agreed that our business community is valuable and we could look at some options. Councilor Ralko who is the Council rep on BIZ will bring this forward at their next meeting and Heather Pihulak will follow up with the Chamber's request and options.

2. Fire & Emergency Services

2.1 Fire Dispatch Services Agreement

Recommendation:

That Council hereby authorizes the Mayor and Clerk to enter into a six (6) year agreement between the Corporation of the City of Kenora and Kenora Central Ambulance Communications Centre (CACC), Lake of the Woods District Hospital, effective January 1, 2020; and further

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

3. Operations & Infrastructure

3.1 Dryden Recycle Haulage Agreement

Recommendation:

That Council hereby authorizes the Mayor and Clerk to enter into an extended five (5) year agreement between the Corporation of the City of Kenora and the City of Dryden, effective January 1, 2020 and ending December 31, 2024; and further

That effective January 1, 2020, the adjusted rate for haulage of recyclable material from the Corporation of the City of Dryden be \$1,275.00 per trip, plus HST to include all regularly scheduled maintenance costs for the equipment in service; and further

That By-Law 17-2015, being a by-law to authorize the execution of a contract between the Corporation of the City of Kenora and the Corporation of the City of Dryden, be hereby repealed; and further

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

3.2 4th Avenue South Parking Amendment

Recommendation:

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law Number 180-2015 to include changes to Schedule "F" – No Parking –Seasonal Basis, for Fourth Avenue South, for 145 meters south of Eighth Street South, southerly for 45 meters on the east side; and further

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

Discussion: It was asked if the OPP are consulted when making these types of changes. Roger Wilcott, Roads Division Lead has inspected the site and in this case because there are no changes to the speed limit the OPP were not consulted.

3.3 Emergency Sewer & Water Purchase – Replacing OmniSite System

Recommendation:

That Council hereby approves a re-allocation of \$285,000.00 (plus applicable taxes) to be funded through the sewer and water reserves for completing an emergency replacement of existing OmniSite Radios at the City's fifty-eight (58) different locations, including the Water Treatment Plant, Wastewater Treatment Plant, Water Booster Stations, and Sewage Pumping Stations; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2019 Capital Budget at its December 17th, 2019 meeting for this

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purpose; and further

That Council give three readings to a by-law to amend the 2019 capital budget for this purpose.

4. Community Services

4.1 Harvest Kenora Micro Farm

Recommendation:

That Council hereby approves an extension of Harvest Kenora's agreement to operate the Collective Urban Micro Farm in Millennial Park in Keewatin located on Superior Street; and further

That Kenora Harvest be able to expand its existing garden footprint to allow for the expansion of its gardening activity including the erection of some small structures; and further

That should the decision be determined not to proceed in subsequent years, Harvest Kenora will be required to level all growing beds and apply grass seed in order for the park to be restored to its previous condition.

Discussion: Members of the Harvest Kenora Micro Farm shared that their harvest this year was donated back to those that offered their time to the project. A local restaurant and workshop participants also enjoyed the harvest. It was asked if there has been any concerns from residents in the area. The members of the group noted they have reached out to the residents in the immediate area and have not received feedback however they want to ensure residents that concerns are heard.

5. Development Services

5.1 Harbourfront Development Business Plan

Recommendation:

That Council of the City of Kenora hereby accepts the 2019 Harbourfront Business Development Plan, as presented and prepared by HTFC Planning and Design.

Zoning Bylaw Amendment D14-19-10 – 310 Matheson Street South, Boathouse

Recommendation:

That the Application for Zoning By-law Amendment, File No. D14-19-10, to change the zoning of the area identified to allow for an existing legal non complying building and restaurant, by changing the Zoning from GC- General Commercial and HL- Hazard Lands to GC- General Commercial and HL- Hazard Lands, Exception [47] for a portion of the property located south of the retaining wall be hereby approved; and further

That the effect would allow relief from parking provisions as per Table 4: Required Parking Spaces within the Kenora Zoning By-law 101-2015 and limit use to a restaurant which is legally non-complying; and further

That three readings be given to a bylaw for this purpose.

Zoning Bylaw Amendment D14-19-12 – 768 Ninth Street North, Rideout Bay, Clarifier Site

Recommendation:

That the Application for Zoning By-law Amendment, File No. D14-19-12, located at 768 Ninth

Street North, Rideout Bay, Winnipeg River described as Part Block F of Plan 158, and by reference plan of survey being Parts 8, 10, 11 and 12 on Plan 23R-14566, being PIN # 42163-0274 to rezone the subject lands from Heavy Industrial (MH) to General Commercial (GC) be hereby approved; and further

That three readings be given to a bylaw for this purpose.

F. Proclamations

None

G. Other

H. Next Meeting

- Tuesday, January 14, 2020

I. Adjourn to Closed

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

That this meeting now be adjourned to a closed session at 10:51 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) Personal Matters about an Identifiable Individual (2 matters-Muse & PAC Board Appointments)

J. Reconvene to Open Meeting

Council reconvenes to open session at 11:31 a.m. with the following reports from its closed session:-

Muse Board Appointment

Recommendation:

That Council hereby appoints Kate Hare to The Muse board for a term at the pleasure of Council no later than November 14, 2022.

Planning Advisory Committee

Recommendation:

That Council hereby repeals bylaw #150-2018 increasing the compliment on the Planning Advisory Committee; and further

That the most recent appointment to the Planning Advisory Committee be hereby repealed.

K. Close Meeting

Meeting adjourned at 11:32 a.m.