



# **AGENDA**

## **Special Meeting of Council of the City of Kenora**

**Thursday, May 2, 2019  
11:00 a.m.  
City Hall Council Chambers**

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### **1. Call to Order**

### **2. Public Information Notices**

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

- Council will amend the 2019 operating & capital budget in the amount of \$1,500,000 through debt financing for the downtown revitalization project

### **3. Declaration of Pecuniary Interest and the General Nature Thereof**

The Mayor will ask if any Member of Council has 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

### **4. Presentations/Deputations**

Approximately five (5) minutes per person/group.

### **5. Special Items**

- Budget Amendment & Tender Award for Downtown Revitalization Project
- Investing in Canada Infrastructure Program—Rural and Northern Stream Project Submission
- Agreement with RJ Concrete for bridge maintenance works on various bridges
- Agreement with Sharp Group for the works on the Coker Bailey Bridge replacement
- Collective Urban Micro Farm in the Keewatin Pall Park

### **6. By-laws**

Council will give three readings to the following by-laws: -

- Budget Amendment – Downtown Revitalization
- Agreement with RJ Concrete for bridge maintenance works
- Agreement with Sharp Group for the Coker Bailey Bridge replacement

### **7. Announcements (non-action)**

### **8. Adjourn Meeting**

**Information on Voting by Mayor & Council under The Municipal Act, 2001**

**243.** Except as otherwise provided, **every member** of a council shall have **one** vote;

**245.** Any question on which there is a **tie vote shall be deemed to be lost**, except where otherwise provided by any Act;

**246. (1)** If a member present at a meeting at the time of a vote requests immediately before or after the taking of the vote that the vote be recorded, each member present, except a member who is disqualified from voting by any Act, shall announce his or her vote openly and the clerk shall record each vote;

**(2)** A **failure to vote** under subsection (1) by a member who is present at the meeting at the time of the vote and who is qualified to vote shall be **deemed to be a negative vote**.



April 30, 2019

## City Council Committee Report

**To: Mayor and Council**

**Fr: Marco Vogrig, Municipal Engineer  
Jeff Hawley, Operations & Infrastructure Manager  
Charlotte Edie, Treasurer**

### **Re: Downtown Revitalization – Tender Award & Budget Amendment**

#### **Recommendation:**

That the tender submitted by Nadin Construction, in the amount \$7,055,268.50 (plus HST) for the next phase of Downtown Revitalization be hereby accepted; and further

That Council hereby approves an increase in total cost for the Downtown Revitalization project of \$500,000 to be funded through debt financing; and further

That Council hereby approves additional debt financing of up to \$1,000,000 for the Downtown Revitalization project to offset any budgeted FedNor funding not approved; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2019 Operating & Capital Budget at a special meeting of Council on May 2, 2019 to supplement the funding required for the Downtown Revitalization project by way debt financing in the amount of \$1,500,000; and further

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

#### **Background:**

The tender for the next phase of Downtown Revitalization for the Chipman Street and First Street South Extension closed on Thursday, April 18, 2019. There were 2 bids received. Summary of the bids received is as follows (HST extra):

Nadin Construction	\$7,055,268.50
Moncrief Construction Ltd	\$7,087,919.31

The staff and consultant recommendation is to award the tender to the low bid submitted by Nadin Construction of Thunder Bay.

In regards to the current budget for the project, there is a lack of contingency funds for scopes of work not related to sewer and water which the current budget only provides a 2% contingency as opposed to a common standard of 10%. In addition, there is no certainty on receiving the anticipated FedNor funding at this time. The lack of contingency funds and potential lack of FedNor funding is outlined as follows:

- \$1,000,000 – Potential lack of anticipated funding from FedNor that has yet to be confirmed or denied
- \$500,000 – Lack of contingency required for works not related to sewer and water infrastructure

Three options have been considered to supplement the approved 2019 budget for this project as follows:

1. Full Debt Financing of the required \$1,500,000
2. Debt financing for \$1,000,000 to replace the unknown status of FedNor funding and drawing the required \$500,000 contingency from various Transportation and Roads reserves.
3. \$1,000,000 from the Federal Gas Tax to replace the unknown status of FedNor funding and the required \$500,000 contingency from various Transportation and Roads reserves

In administration's review and discussion related to the above noted three funding options, it is being recommended to fully debt finance the required \$1,500,000 as the City's current contribution for the project as approved in the 2019 Capital Budget is already fully debt financed. It is noted that the option to use of Federal Gas Tax may limit the City's ability to proceed with other future projects such as Railway Street, Park Street and Bridge Rehabilitation projects. In addition, the use of the Transportation and Roads Reserves will create a major depletion of those reserves and they may be better left untouched for potential future smaller funding requirements and emergency purposes.

**Budget:** NOHFC \$1M, Approved 2019 Capital Budget \$5.645M debt financed, \$1.5M supplementary debt financed as per budget amendment

**Risk Analysis:** There is a moderate risk of underground infrastructure failure based on the age of the existing sewer, water and storm mains being located within the downtown core. There is also the risk of losing the NOHFC funding should the project not proceed.

**Communication Plan/Notice By-law Requirements:** Resolution & Bylaw required.  
Distribution: J. Hawley, M. Vogrig, M. Dokuchie, C. Edie, H. Pihulak

**Strategic Plan or Other Guiding Document:**

**Goal #1 – Develop our Economy**

- 1 -1 - The City will provide clear and decisive leadership on all matters of economic growth in Kenora and the surrounding district
- 1-2 The City will forge strong, dynamic working relationships with the Kenora business community
- 1-3 The City will foster and support entrepreneurial business development for startups and young entrepreneurs
- 1-4 The City will promote Kenora to external investment audiences in specific sectors that provide the most promise for job growth and economic diversification building partnerships with industry, First Nations, provincial and federal governments investment
- 1-8 The City will clearly communicate the importance of non-residential assessment and its impact on the tax base

**Goal #2 Strengthen Our Foundations**

- 2-1 - The City will ensure that our municipal infrastructure is maintained using available resources with the intent of moving towards all City infrastructure being in a good state of repair to ensure certainty, security and long-term stability of our systems.
- 2-7 The City will encourage and support the development of vacant and transitional lands for uses that support our vision



April 25, 2019

## City Council Committee Report

**To: Mayor and Council**

**Fr: Adam Smith, Development Services Strategist  
Jeff Hawley, Manager of Operations and Infrastructure**

**Re: Investing in Canada Infrastructure Program—Rural and Northern  
Stream Project Submission**

### **Recommendation:**

That through the Investing in Canada Infrastructure Program—Rural and Northern Stream, municipalities may submit a project application and have 83.3 percent of costs covered with a maximum contribution of \$5 million; and further

That Council directs staff to apply for funding under the Investing in Canada Infrastructure Program—Rural and Northern Stream to proceed with the rehabilitation of Railway Street.

### **Background:**

The Investing in Canada Infrastructure Program (ICIP) is a federal program designed to create long-term economic growth, build inclusive, sustainable and resilient communities and support a low-carbon economy.

Through the ICIP, the federal government is providing \$11.8 billion dollars in federal infrastructure funding to cost-share projects under the following four streams:

- Public Transit
- Green Infrastructure
- Community, Culture and Recreation
- Rural and Northern Communities

The Rural and Northern Communities Funding Stream supports projects that improve the quality of life in rural and northern communities by responding to rural and northern infrastructure priorities. Approximately \$250 million in federal funding will be available over 10 years starting in 2018-19. The province will roll-out the funding through multiple intakes.

The objective of the current intake is to:

- Support improved and/or more reliable road assets
- Support improved and/or more reliable bridge assets
- Support improved and/or more reliable air infrastructure assets
- Support improved and/or more reliable marine infrastructure assets

Under this stream, staff are recommending the rehabilitation of Railway Street which aligns with the first objective of the program and the criterion used in evaluating proposals. These include criticality of health and/or safety risk, technical merit of proposed project and funding need for the proposed project.

Railway Street has been identified as a high risk asset under the City's asset management program due to its present condition and projected impacts as a result of asset failure.

Further, the scope of work in replacing Railway Street likely involves environmental remediation for which there are significant costs. Thus, this project maximizes the funding envelope available through the ICIP Rural and Northern Stream while addressing a strategically important asset in the community.

The rehabilitation of Railway Street is anticipated to cost approximately \$5,967,971.04. The municipality must contribute 16.67% (\$783,706.20) of eligible costs, as well as any ineligible expenses (\$1,266,674.08) such as land purchases and assembly, and storm sewer systems. If successful in this application, the funding contribution from ICIP would total \$3,917,590.76, and the City's total contribution would be \$2,050,380.28. Based on the scale of the municipal contribution required, it is recommended that the City complete this project over three (3) years. This will allow the City to mitigate undue burden on budget, and to allow time to accommodate any environmental assessments or studies that may be required. While this is a class C estimate, there remains an unknown cost related to possible Hydrocarbon contamination along Railway Street. Should Hydrocarbon contamination be found, The Ministry of Environment, Conservation and Parks (MECP), will determine the method and extent of cleanup required. Depending on the direction given by MECP there could be significant additional costs. As such, we have increased our contingency to 20% in hopes that this will mitigate such expense.

**Budget:**

Investing in Canada Infrastructure Program (ICIP) – Rural and Northern Stream contribution to the Railway Street Rehabilitation Project would be approximately \$3,917,590.76. The City of Kenora's contribution would be approximately \$2,050,380.28.

**Risk Analysis:**

The recommendation carries a critical financial risk given the financial scope of the project. However, this is deemed to be an opportunity as the majority of the costs are shared between the provincial and federal governments. As such, an application under the ICIP program should be pursued.

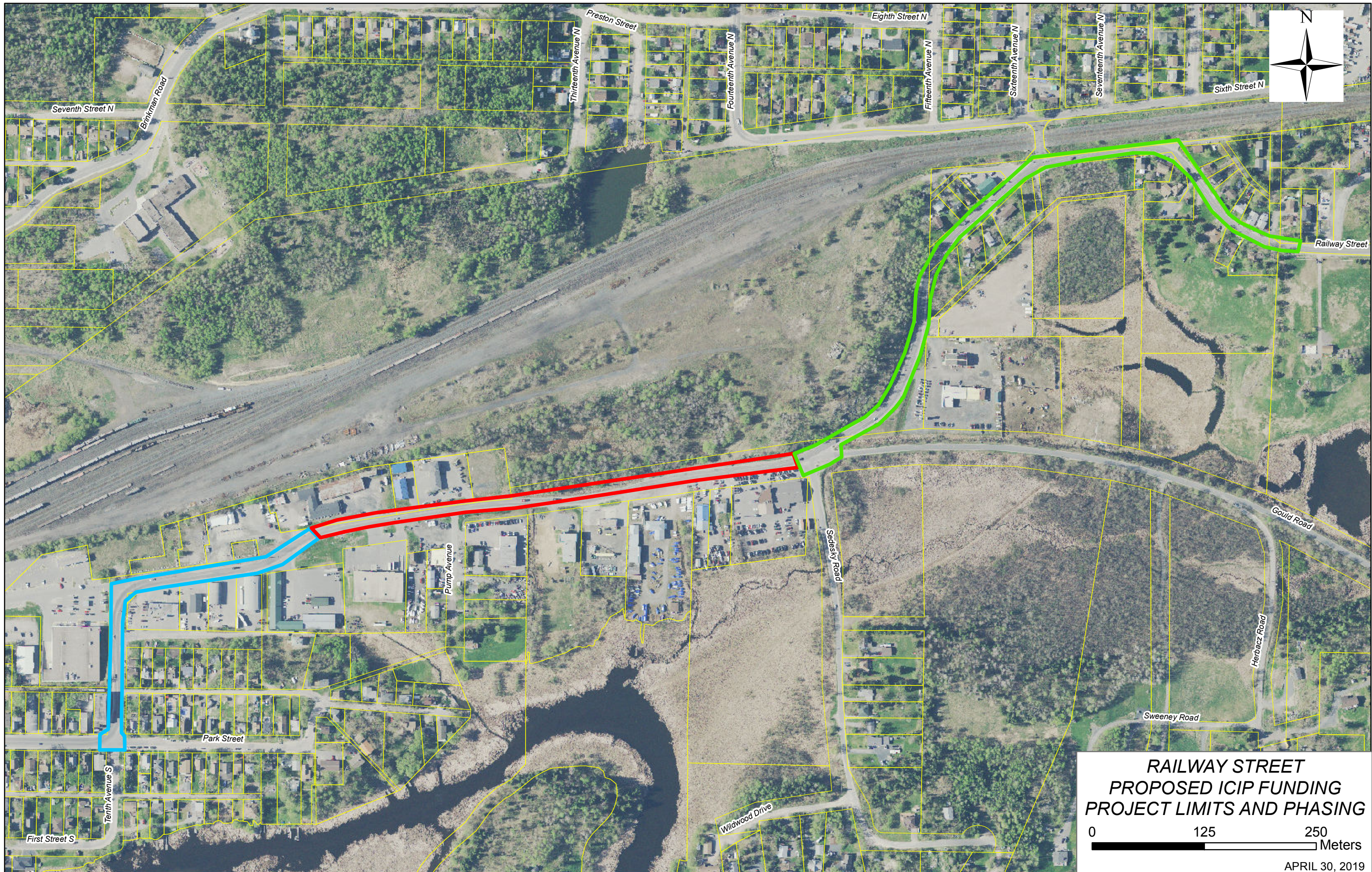
**Communication Plan/Notice By-law Requirements:**

Resolution Required. Distribution: A. Smith, J. Hawley, C. Eddie, M. Vogrig.

**Strategic Plan or other Guiding Document:**

2-1 The City will ensure that our municipal infrastructure assets are managed and maintained using available resources through a robust asset management plan and process, with the intent of moving towards all City infrastructure being in a good state of repair to ensure certainty, security and long-term stability of our systems

2-2 The City will keep in the forefront that there is a significant infrastructure deficit, and current and future Councils will need to continue to work towards allocating sufficient resources to be able to adequately address this issue



**RAILWAY STREET  
PROPOSED ICIP FUNDING  
PROJECT LIMITS AND PHASING**

0 125 250 Meters

APRIL 30, 2019



April 30, 2019

## Housekeeping Council Briefing

(Direct to Council – does not appear at COW)

**Agenda Item Title:** Bridge Repair Works Contract Execution

**Background Information:**

In February 2019, a tender was issued by Stantec Consulting on behalf of the Engineering Division for the maintenance repairs of the Cameron Bay Bridge, the Keewatin Channel Bridge, the Matheson Street Bridge and the Winnipeg River East Branch Bridge. The low bid, RJ Concrete, was awarded the works as per Resolution No. 29 at the March 19, 2019 regular meeting of Council. It is now in order for the City to enter in to an agreement with RJ Concrete in order to perform the works.

A copy of the agreement document is available via the clerk's office.

**Resolution for Council:**

That Council hereby authorizes the execution of an agreement between the Corporation of the City of Kenora and RJ Concrete for the maintenance repairs of the Cameron Bay bridge, the Matheson Street bridge and the Winnipeg River East Branch bridge; and further

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

**Briefing By:** Marco Vogrig, Municipal Engineer

**Bylaw Required:** Yes





April 12, 2019

## Housekeeping Council Briefing

(Direct to Council – does not appear at COW)

**Agenda Item Title:** Coker Road Bailey Bridge Contract Execution

**Background Information:**

In January 2019, a tender was issued by WSP on behalf of the Engineering Division for the replacement of the Coker Road Bailey Bridge. The low bid, the Sharp Group, was awarded the works as per Resolution No. 30 at the March 19, 2019 regular meeting of Council. It is now in order for the City to enter in to an agreement with the Sharp Group in order to perform the works.

A copy of the agreement document is available via the clerk's office.

**Resolution for Council:**

That Council hereby authorizes the Mayor and Clerk to execute an agreement between the Corporation of the City of Kenora and the Sharp Group for the replacement works of the Coker Road Bailey Bridge; and further

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

**Briefing By:** Marco Vogrig, Municipal Engineer

**Bylaw Required:** Yes



May 14, 2019

## City Council Committee Report

**To: Mayor and Council**

**Fr: Stace Gander, Community Services Manager**

**Re: Collective Urban Micro Farm**

### **Recommendation:**

That Council hereby approves Harvest Kenora's request to convert the north west corner of Millennial Park in Keewatin located on Superior Street to a Collective Urban Micro Farm for the growing season of 2019 (May to October); and further

That a review of the success of the program be evaluated by the Manager of Community Services at the end of the 2019 season to recommend future direction of the farm; 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.

### **Background:**

City staff were approached by Harvest Kenora, a sub-group of Climate Action Kenora. Harvest Kenora is a group of local gardeners who would like to construct, plant, maintain and harvest organic fruits and vegetables on approximately 1/6 of an acre of land.

Harvest Kenora would like to see a decrease in the communities' dependence on large grocery chain to supply fruits and vegetables which is the result of a decline in local farms.

Harvest Kenora will bear the responsibility of managing all aspects of the farm and intend on hosting skill building workshops on:

- garden bed construction,
- soil building/amending and maintenance,
- transplanting, weeding and irrigation,
- harvesting and food preservation.

Community members are welcome to take part to develop skills, make friends and receive seasonal produce for their efforts.

Harvest Kenora would like the term to be until the fall of 2019 at which time Harvest Kenora will determine if they want to carry on in future years. Kenora Harvest has committed to restoring the area to its previous condition once complete.

Harvest Kenora has gone door-to-door within a radius of 120 meters of the park and the Group did hold a public information meeting on April 6, 2019 to address questions and concerns about the proposed project.

Harvest Kenora plans on funding this project through donations and by selling some of the produce that is grown at the site.

Depending on the success of this summers farm, there is an interest in continuing for up to three years. In the event that there is a decision not to proceed in subsequent years, Harvest Kenora has indicated that they will level all growing beds and apply grass seed so that the park can be restored to its previous condition.

**Budget:**

There is no impact to budget for this projects. All costs will be the responsibility of Harvest Kenora.

**Risk Analysis:** Risk for this project is considered to be low and insignificant.

There was an internal request for comments amongst City Departments and the only concern raised was increased traffic and demands on parking for the area.

**Communication Plan/Notice By-law Requirements:** Once approved, Communications will post the initiative on social media. In addition, Planning will provide notice within 60 M of the proposed site.

**Strategic Plan or other Guiding Document:**

2-7 - The City will encourage and support the development of vacant and transitional lands for uses that support our vision

2-9 - The City will support continuous improvements to recreation and leisure amenities, particularly those that support the quality of life.

# Harvest Kenora's Collective Urban Micro Farm

## Proposed Location



# Harvest Kenora's Collective Urban Micro Farm

*Towards a resilient and food secure future in Kenora*

## Community Consultation

Please read about us and our proposed project below! We invite you to come and share any concerns, questions, or guidance as we move forward with this project! The City of Kenora is open to this initiative, but we want to hear from the surrounding community that will be affected by it. We will be hosting a community consultation and information session at

**St. Andrews Church, 211 Bay St. on April 6th at 2 PM**

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### **Who is Harvest Kenora?**

Harvest Kenora is a sub-group of *Climate Action Kenora*. We are group of local gardeners concerned about the global food system, and Kenora's place in it. Kenora has seen a steep decline in local farms over the decades, and finds itself dependant on large grocery chains and the global food system. As the climate changes, we may see differences in what can be supplied through these systems. We ask the question;

***How does a community provide it's members food that is healthy for people and the planet?***

As a step forward in addressing this large question, we seek to create a *Collective Urban Micro Farm*, that serves to educate, connect, and provide sustenance to the community.



### **What kind of farm?**

With the insight of those living closest to the proposed micro farm, we would like to grow **organic fruits and vegetables** on approximately  $\frac{1}{4}$ - $\frac{1}{2}$  **acre of land** of the **Old Keewatin Ball Park**.

Harvest Kenora will bear the responsibility of managing this farm, while hosting **skill building workshops** on:

- garden bed construction
- soil building/amending and maintenance
- transplanting, weeding, and irrigation
- harvesting, and food preservation.

Community members would be welcome to take part in their free time, to develop skills, make friends, and receive seasonal produce for their efforts. **We hope to engage all ages** in this fulfilling work. **No food tastes as good as food that has been brought to maturity through one's own tender care.**

For any inquiries please contact [harvestkenora@gmail.com](mailto:harvestkenora@gmail.com)