



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

**Tuesday, April 14, 2020**  
**9:00 a.m.**

Due to the COVID-19 Pandemic, Council met electronically as permitted by Bill 187, Municipal Emergency Act, 2020. Citizens and our Media Partners are encouraged to attend the virtual meeting via the Public Live Stream Event at:

<https://video.isilive.ca/kenora/2020-04-14.html>

**Present:**

Mayor Daniel Reynard  
Councillor Mort Goss  
Councillor Rory McMillan  
Councillor Andrew Poirier  
Councillor Kirsi Ralko  
Councillor Sharon Smith  
Councillor Chris Van Walleghem

**Staff:** Heather Pihulak, Manager of Administration/City Clerk, Jeff Hawley, Manager of Operations & Infrastructure/Acting CAO, Charlotte Edie, Manager of Finance/Treasurer, Adam Smith, Manager of Development Services, Stace Gander, Manager of Community Services, Todd Skene, Fire Chief

**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 April 21, 2020 meeting:-**

- Adopt the 2020 Business Improvement Board
- Adopt a new Tariff of Fees and Charges By-Law to increase Ball Field Rates
- Amend the 2020 Capital and Operating Budget for the following:
  - \$23,000 for the installation of soundproofing materials to the Operations Center boardroom and two offices to be funded through the Operation Centre Building Reserve
  - \$21,000 for the repairs at the Kenora Recreation Centre Fire Suppression System funded through contingency reserves
  - \$33,383.65 for the completion of an accessible entrance upgrade project at the Kenora Public Library from Library reserves
  - \$35,000 from the Land Planning Reserve for the delivery of the Vacant Land Supply and Growth Analysis project
  - \$58,576.00 + HST for PVC Roof Repairs at Kenora Fire Station 1 to be withdrawn from the Kenora Fire Station Reserve
  - \$7,000 to supplement the funding required for the Urban Street and Highway Line Painting project from the Roads Reserve

- Direct administration to enter into negotiations with Forbes Bros Ltd, Agent on behalf of Tbaytel, for the installation of a 30m monopole, land equipment shelter and a 10' x 10' compound located on Municipal property at the corner of Miikana Way and 6<sup>th</sup> Avenue South, with access off 9<sup>th</sup> Street South for the expansion of Tbaytel's 4G HSPA & LTE wireless project and authorize the requirement for a public meeting under Policy #DS-1-1

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

That the Minutes from the last regular Committee of the Whole Meeting held March 10, 2020 be confirmed as written and filed.

## **D. Deputations/Presentations**

None

## **E. Reports:**

### **1. Administration & Finance**

#### **1.1 2020 BIZ Levy Request**

##### **Recommendation:**

That Council hereby approves the Harbourtown Centre Business Improvement Board budget request in the amount of \$48,255.65 for 2020; and further

That Council gives three readings to a bylaw to adopt the estimates for funds to be raised for 2020 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 2020 Business Improvement Board Levy at its April 21<sup>st</sup> meeting.

**Discussion:** BIZ requested that they still receive their payment in July even though our tax due date has been extended to end of August. Finance has agreed to process the payment during the regular timing.

#### **1.2 February 2020 Financial Statements**

##### **Recommendation:**

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora at February 29, 2020.

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

#### **2.1 Budget Amendment – PVC Roof Repairs**

##### **Recommendation:**

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That Council hereby approves an additional allocation of \$58,576.00 + HST to be funded through the Kenora Fire Station Reserves for the repairs to the PVC Roof of Kenora Fire Station 1; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2020 Capital Budget at its April 21st, 2020 meeting for the PVC Roof Repairs project in the amount of \$58,576.00 HST to be withdrawn from the Kenora Fire Station Reserve; and further

That Council give three readings to a by-law to amend the 2020 budget for this purpose.

**Discussion:** It was questioned why the tender is so low and it was noted that it could be that it is a local company. If this was caused by birds, what are we going to do to prevent it from happening again. With the new section they will lay down anticipating this will fix this. This seems to be a common issue with the two buildings, Operations and Fire. That rippling effect is what the crows are attacking.

### 3. Operations & Infrastructure

#### 3.1 Budget Amendment – Line Painting Contract

**Recommendation:**

That the revised tender submitted by Northwest Lines in the amount of \$183,500.00 plus HST with an hourly rate of \$200.00 (plus HST) for extra work for the 2020 Urban Street and Highway Line Marking works be hereby accepted; and further

That Council hereby approves an increase in total cost for the line painting of \$7,000 to be funded through Roads Reserves; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2020 Operating & Capital Budget at the regular meeting of Council on April 14, 2020 to supplement the funding required for the Urban Street and Highway Line Painting project by way of the Roads Reserve in the amount of \$7,000.00; and further

That Council give three readings to a by-law to amend the 2020 budget for this purpose.

**Discussion:** We do not have designated bike lanes, we have shared lanes, and we did have an issue in 2017 and the image used was incorrect and we have had to let those fade out, with the correct imagery painted in time.

#### 3.2 Concrete Rehabilitation - Chlorine Contact Chamber at WWTP

**Recommendation:**

That Council hereby accepts the tender submitted by KEM Construction, Thunder Bay in the amount of \$489,000 (plus HST) for concrete rehabilitation of the chlorine contact chamber at the Kenora Wastewater Treatment Plant.

**Discussion:** This contractor is out of Thunder Bay and we have not reached out to them to discuss the quarantine for 14 days prior to the work being done. There was other work to be done as well which was the \$900,000 that was in the capital budget and not asking for any additional that was in the capital budget.

## 4. Community Services

### 4.1 Lease Renewal – Environment and Climate Change Canada

#### **Recommendation:**

That Council of the City of Kenora hereby authorize the Mayor and Clerk to enter into a five (5) year lease renewal agreement with Her Majesty the Queen, in Right of Canada, represented by the Minister of the Environment for the use of property located at the southeast corner of Dick Banning location, Plan 23R-4158, Part 1 in the City of Kenora, Ontario; and further

That the said renewal will increase the lease by four (4%) percent annually (plus applicable taxes) for a period from June 1st, 2020 to May 31<sup>st</sup>, 2025 payable in yearly lump sums; and further

That the appropriate bylaw be passed for this purpose.

### 4.2 Lease Renewal – Tbaytel Keewatin Ballfield

#### **Recommendation:**

That Council hereby authorizes a five (5) year lease agreement with TBaytel for a new telecommunication site at the Keewatin Portage Bay ball fields for a five year term commencing April 1, 2020 and ending March 31, 2025; and further

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

**Discussion:** Would like to understand if there are any costs associated with building the road to get into the site and ensure that Tbaytel would be responsible for the costs of any damages or costs associated with building the road.

### 4.3 Lease Renewal – 89.5 Mix FM Acadian Broadcasting

#### **Recommendation:**

That the Mayor and Clerk of the City of Kenora be authorized to enter into a renewal agreement with Acadia Broadcasting Limited o/a CJRL 89.5 for use of property described as LOC 16V PT DES 23R-5391 PART; 1, 2 & 3 PCL 33990 LESS PART; 2 23R-9498 1335A Valley Drive; and further

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

### 4.4 Tariff of Fees & Charges Bylaw – Ball Field Rental Rates

#### **Recommendation:**

That Council gives three readings to a bylaw to authorize a new Tariff of Fees and Charges bylaw to adopt new Municipal Ball Field rates effective May 1<sup>st</sup>, 2020; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to adopt a new Tariff of Fees and Charges By-Law Number at its April 21<sup>st</sup>, 2020 meeting to give effect to these rates outlined in the revised Schedule "B"; and further

That By-law Number 009-2020 be hereby repealed.

### 4.5 Budget Amendment – Kenora Recreation Centre Fire Suppression System

#### **Recommendation:**

That Council hereby approves a budget amendment in the amount of \$21,000 to repair the Kenora Recreation Centre Fire Suppression System to be funded through contingency reserves; and further

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That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2020 Capital Budget at its April 21st, 2020 meeting to withdraw funds from contingency reserves in the amount of \$21,000 for the repairs at the Kenora Recreation Centre Fire Suppression System; and further

That Council give three readings to a by-law to amend the 2020 capital budget for this purpose.

#### **4.6 Budget Amendment – Library Accessible Entrance**

##### **Recommendation:**

That Council hereby approves an additional allocation of \$33,383.65 to be funded through Library reserves for an accessible entrance upgrade at the Kenora Public Library which was a project that was in progress at year-end; and further

That \$29,517.39 was an approved 2019 capital budget expenditure not completed in 2019 and therefore is carried over and \$3,866.26 is cost overrun for the project for a total project cost of \$33,383.65; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2020 Operating & Capital Budget at its April 21, 2020 meeting to withdraw funds from the Library Reserve in the amount of \$33,383.65 to offset the completion of this accessible entrance upgrade project; and further

That Council give three readings to a By-law to amend the 2020 capital budget for this purpose.

#### **4.7 Operations Centre Soundproofing**

##### **Recommendation:**

That Council hereby approves a budget amendment in the amount of \$23,000 for the installation of soundproofing materials to the Operations Center boardroom and two offices to be funded through the Operation Centre Building Reserve; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2020 Capital Budget at its April 21st, 2020 meeting to withdraw funds from the Operations Centre Building Reserve in the amount of \$23,000 to perform the required work; and further

That Council give three readings to a By-law to amend the 2020 capital budget for this purpose.

#### **4.8 Tenders During COVID-19**

##### **Recommendation:**

That Council hereby approve staff's recommendation to cease public tenders related to tenders associated with travel during travel restriction and self-isolation protocols due to the COVID-19 pandemic.

## **5. Development Services**

#### **5.1 Budget Amendment –Growth Management & Vacant Land Supply**

##### **Recommendation:**

That Council hereby approves an allocation of \$35,000 to be funded through the Land Planning Reserve for the delivery of the Vacant Land Supply and Growth Analysis project; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2020 Operating & Capital Budget at its April 21, 2020, meeting to withdraw funds from the Land Planning Reserve in the amount of \$35,000 to offset the cost of this project; and further

That Council give three readings to a by-law to amend the 2020 budget for this purpose.

**Discussion:** Did we bring in a consultant to do the work was it done in house. The consultant did the majority of the in person work in 2019 and did receive site profiles already. There is about 300 pages to it with a great deal of detail on it. We are waiting to receive the growth projections. Do expect to receive it by June and report to Council and presentation.

## **5.2 Planning Advisory Committee Terms of Reference**

### **Recommendation:**

That Council gives three readings to a bylaw to authorize amendments to the Rules of Order and Procedure for the City of Kenora Planning Advisory Committee (PAC) to allow for electronic participation at meetings; and further

That by-law number 34-2014 be hereby repealed.

## **5.3 Lease Agreement – Tbaytel-Municipal Lands-Miikana Way**

### **Recommendation:**

That Council hereby directs administration to enter into negotiations with Forbes Bros Ltd, Agent on behalf of Tbaytel, for the installation of a 30m monopole, land equipment shelter and a 10' x 10' compound located on Municipal property at the corner of Miikana Way and 6<sup>th</sup> Avenue South, with access off 9<sup>th</sup> Street South for the expansion of Tbaytel's 4G HSPA & LTE wireless project; and further

That, in accordance with City of Kenora approved *Installation of Communication Policy*, Policy No. DS-1-1, Council waive the requirement for a public meeting, during the declaration of a municipal emergency as part of the ongoing effort to stop COVID-19; and further

That the Applicant will continue with public consultation by advertising in the local newspaper, posting an informational sign on the proposed site and shall provide a notification package to land-use authorities, businesses, and property owners, located within a radius of three times the tower height (90 m Radius); and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to provide public notice on their agenda in lieu of the requirement for a public meeting in accordance with Installation of Communication Policy DS-1-1 which is in addition to the public notification efforts of the Applicant on the file; and further

That a "Letter of Concurrence" shall be provided by the City of Kenora to Forbes Bros Ltd., Agent on behalf of Tbaytel, if the City is satisfied that the Applicant has acted reasonably in mitigating any concerns with the proposed tower in the absence of a public meeting as per the provisions of Public Consolation within Policy No. DS-1-1.

**Discussion:** Council wanted to ensure the neighbours in the area are aware of it. We can look at expanding the public notice and expanding the radius. Adam will discuss with Melissa and make those additions.

## **F. Proclamations**

None

## **G. Other**

- Councillor Van Wallegghem noted that everyone is going through a lot of stress and tough times during this pandemic. We need to stick together and things will look better in the future.
- Councillor Goss understands everyone is under stress. Council is receiving many emails and messages about having to stay away from their cottages. Everyone is not understanding that we are under a pandemic. Putting stress on the emergency department and the grocery stores is the main concern along with everyone is supposed to be staying put in their main residences.
- Councillor McMillan concur with what has been said, stay the course, and Mayor Reynard continue with your patience as he is getting hammered and know he has a team behind him.
- Councillor Ralko is turning 30 before the next Council meeting
- Councillor Poirier commended the Mayor on his on-going email threads and public comments. Council has your back and thanks for the leadership in your role.
- Mayor Reynard noted the reality is, it is not just our message, it is the Medical Officer of Health's message, Provincial message, All Nations Health Partners message, Lake of the Woods District Hospital message. Only together will we address it. We hear the concern that it isn't just about them coming to our community we still have people in our community that still head west for shopping. That has to stop. The most likely chance of COVID entering our community is through community transmission. Every time we go into another community we increase the risk of bringing it back. We need to respect this both ways. We see the negative comments, but there is a tremendous amount of support as well.

## **H. Next Meeting**

- Tuesday, May 12, 2020

## **I. Adjourn to Closed**

**Resolution #2 - Moved by Councillor Goss, Seconded by R. McMillan & Carried:**

That Council now adjourn to a closed session at 9:42 a.m.; and further

That pursuant to Section 239 of the Municipal Act, 2001, as amended, the Closed Session will discuss items pertaining to the following:-

- i) Disposition of Municipal Property (3 matters-1125 Hwy 17 E, Town Island, Coney Island)

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

Council reconvenes to open session at 12:17 p.m. with no reports from its closed session.

## **K. Close Meeting**

Meeting adjourned at 12:17 p.m.