



City of Kenora
Committee of the Whole
Minutes
Tuesday, January 14, 2020
9:00 a.m.
City Hall Council Chambers

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, City Clerk, A/CAO, Kelly Galbraith, Deputy Clerk, Jeff Hawley, Manager of Operations & Infrastructure, Hilary Smith, Human Resources Advisor, Stace Gander, Manager of Community Development, Charlotte Edie, Manager of Finance/Treasurer, Crystal Alcock, CEO/Head Librarian, Todd Skene, Fire & Emergency Services Manager, Jon Ranger, Deputy Treasurer, Adam Smith, Manager of Development Services

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 January 28, 2020 meeting:-

- Council will adopt the 2020 Municipal Operating Budget
- Council will adopt the 2020 Water & Wastewater Budgets
 - Council will adopt the 2020 Solid Waste Budgets
- Council will purchase vacant lands locally known as 117 Main Street South
- Amend the 2020 Capital Budget to withdraw funds from the Recreation Centre Expansion reserves in the amount of \$60,000 for an expansion project of the fitness centre
 - Amend the Tariff of Fees & Charges bylaw, Schedule C, Fire Dept
- Amend the 2019 Operating & Capital Budget to withdraw funds from the Storm Sewer Reserve in the amount of \$153,000.00 to offset the cost of emergency storm sewer worksfor Preston Pond and 1353 Valley Drive

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 K. Ralko, Seconded by A. Poirier & Carried:-

That the minutes from the last Regular Committee of the Whole Meeting held December 10, 2019 and the Special Committee of the Whole Meeting held December 17, 2019 & January 8, 2020 be confirmed as written and ordered filed.

D. Deputations/Presentations

Miranda Duggan – Kenora Imagination Library Update

The Imagination Library, a program created by Dolly Parton, is a book gifting program that mails free, high-quality books to children from birth until they begin school, no matter their family's income. Kenora currently has 375 children registered and it is estimated the program could reach 800 children. The cost per child each month is \$3.55 per child. The current annual costs are \$15,972. In 2019 the money raised in the community totaled \$15,945. Word of mouth about the program is increasing and the goal is to grow the program with additional families registering. One of the ways the program is promoted is at the hospital to new mothers. Families are encouraged to register as early as they can to promote literacy in the home.

Community support includes City of Kenora registered charitable status for grant applications, Kenora and Lake of the Woods Regional Community Foundation grant funding, the Dingwall Group pictures with Santa event, high school art classes making ornaments which were sold and raise funds, the Rotary Club of Kenora and numerous volunteers.

The Imagination Library is requesting Council's continued support with charitable status for grant applications to help grow the program further.

On behalf of Council, Mayor Reynard thanked Crystal and Miranda for their efforts. He expressed the Imagination Library is a great program with proven success.

E. Reports:

1. Administration & Finance

1.1 November 2019 Financial Statements

Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora at November 30, 2019.

1.2 2020 Operating Budget Approval

Recommendation:

That Council hereby approves the City of Kenora's 2020 Municipal Operating Budget, as reviewed and amended; and further

That Council give three readings to a By-law to approve the 2020 Municipal Operating Budget; and further

That Council authorize City administration to proceed with the implementation of all budget related decisions in accordance with those reflected within the amended 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 2020 Municipal Operating Budget by-law at its January 28th, 2020 Council Meeting.

1.3 2020 Water & Wastewater Budget Approval

Recommendation:

That Council hereby approves the 2020 Water and Sewer 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 & Sewer 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 2020 Water and Sewer Utility Budget by bylaw at its January 28th, 2020 Council Meeting; and further

That the appropriate bylaw be passed for this purpose.

1.4 2020 Solid Waste Budget Approval

Recommendation:

That Council hereby approves the 2020 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 2020 Solid Waste Utility Budget by bylaw at its January 28th, 2020 Council Meeting; and further

That the appropriate bylaw be passed for this purpose.

1.5 HR Policies Review

Recommendation:

That Council hereby approves a new #HR-2-08 Fit to Work Policy and new #HR-2-17 Health & Wellness Discount Policy which will form part of the City of Kenora Comprehensive Policy Manual; and further

That Council hereby repeals Human Resources Policy #HR-2-08 Substance Abuse Policy, and further

That bylaw number 43-2014 be hereby repealed; and further

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

Discussion: Council requested the number of employees who have memberships at the Rec Centre and encouraged annual promotion of the program.

1.6 Council Policy #CC-2-3 Review

Recommendation:

That Council hereby approves an amendment to Policy #CC-2-3, Parental and Maternity Leave which forms part of the City of Kenora Comprehensive Policy Manual; and further

That bylaw number 162-2017 be hereby repealed; and further

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

1.7 Kenora Municipal Non Profit Housing Corporation Future Direction

Recommendation:

That the Kenora Municipal Non Profit Housing Corporation Board/Council hereby directs Administration of the City of Kenora to initiate steps required to proceed with the dissolution of the Kenora Municipal Non Profit Housing Corporation; and further

That the transfer of all assets and liabilities of the Kenora Municipal Non Profit Housing Corporation be transferred to the Kenora District Services Board as part of this process; and further

That all legal requirements required to proceed in accordance with this transfer be hereby authorized and delegated to the City Clerk; and further

That a full communication plan be developed by the Kenora District Services Board outlining the process, timelines and avenues for stakeholders to address concerns/questions.

1.8 117 Main Street South Vacant Lands Property Purchase

Recommendation:

That Council hereby authorizes the purchase of property legally described as PIN 421630076 Southerly Part of Lot 3 Block 2 Plan 3 Parcel 220, locally known as 117 Main Street South; and further

That it is deemed in the best interests of the Corporation of the City of Kenora to acquire such lands to continue the development and beautification of the downtown core; and further

That the Corporation of the City of Kenora shall enter into an Agreement of Purchase and Sale with Eikre Holdings Ltd. to purchase the lands described above in the amount of \$135,000; 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 in the amount of \$135,000 plus applicable legal costs for the purposes of purchasing vacant lands known as 117 Main Street South from its land reserves at its January 28, 2020 meeting for this purpose; and further

That the Mayor and Clerk be and are hereby authorized to execute the Agreement of Purchase and Sale and any and all documents required to complete this transaction; and further

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

2. Fire & Emergency Services

2.1 Tariff of Fees and Charges Amendment – Schedule C – Fire Dept

Recommendation:

That three readings be given to a bylaw to authorize an amendment to the Tariff of Fees and Charges bylaw, Schedule C, Emergency Services, to include an increase to site inspection for open air special burning permits; 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 January 28th, 2020 meeting to give effect to these rates outlined in the revised Schedule "C"; and further

That By-law Number 119-2019 be hereby repealed.

2.2 Fire Marque Inc Cost Recovery Agreement

Recommendation:

That three readings be given to a bylaw to authorize a cost recovery bylaw for Fire Department expenses levied against properties with insured perils coverage under the property insurance for fire department fees and services; and further

That the cost recovery (fees) with respect to the Fire Department specific response are outlined within the bylaw; and further

That the Fire Chief be authorized to collect and provide such information as is required to facilitate claims undertaken by Fire Marque Inc. and assist with the collection of such recoverable expenses with respect to injured perils from any property owner by whatever means may be necessary; and further

That the revenue that is generated must be used in the areas of fire prevention, public education, training programs, firefighting and capital purchases for fire services.

3. Operations & Infrastructure

3.1 Budget Amendment – 2019 Storm Sewer Reserves

Recommendation:

That Council hereby approves an additional allocation of \$153,000.00 to be funded through the Storm Sewer Reserve for the emergency rehabilitation of storm systems at Preston Pond and 1353 Valley Drive; 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 its January 28, 2020 meeting to withdraw funds from the Storm Sewer Reserve in the amount of \$153,000.00 to offset the cost of this work; and further

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

3.2 Traffic Amendment – Accessible Parking – 2nd St S & 5th Ave S

Recommendation:

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law Number 180-2015 to include changes to Schedule “C” – Limited/Restricted Parking for Second Street South as well as Fifth Avenue South, and changes to Schedule “K” – Accessible Parking Spaces on Municipal Streets to the same roads, to accommodate three (3) additional accessible parking spaces for the area; and further

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

Discussion: Council asked if the parking stalls are existing parking stalls or if new stalls are being created. It was confirmed the stalls are existing and being converted to accessible parking.

3.3 Investing in Canada Infrastructure Program – Green Stream Submission

Recommendation:

That the Investing in Canada Infrastructure Program—Green Stream, the City of Kenora may submit a project application and have 73.3 percent of costs covered related to a total project value of approximately \$2.5 million; and further

That Council directs administration to apply for funding under the Investing in Canada Infrastructure Program—Green Stream to proceed with the Second Avenue South Sewer, Water and Storm Replacement Project.

Discussion: Council inquired if the Investing in Canada Infrastructure Program – Green Stream funding was included in the capital budget. It was indicated these funds will be in the 2021 capital budget. Kenora has been designated for a certain amount of money and if the project meets criteria we are approved.

4. Community Services

4.1 Budget Amendment – Fitness Centre Expansion - KRC

Recommendation:

That Council hereby approves a capital budget amendment in the amount of \$60,000 to expand the footprint of the Fitness Centre at the Kenora Recreation Centre to be funded through the Recreation Centre Expansion reserve fund; 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 January 21st, 2020 meeting to withdraw funds from Recreation Centre Expansion reserves in the amount of \$60,000 for the project; and further

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

Discussion: It was asked if noise is a factor to the neighbouring physiotherapy clinic. The room will be used for stretching so noise should not be a factor. The old stretching room will be used for free weights. Floor enhancements will be done to reduce noise impacts. Councillor McMillan shared this will be a significant difference to users. The extra space is valuable and he appreciates staff coming forward with this.

4.2 Hings Lease Renewal

Recommendation:

That Council authorizes a one year lease extension to an existing lease agreement with 446562 Ontario Ltd. (Hing) for use of the Chipman Street parking lot adjacent to the Hings Restaurant at 101 Matheson Street South; and further

That said renewal will increase the annual rent by three (3%) percent (plus applicable taxes) for a period from 1 January, 2020 to 31 December 2020; and further

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

4.3 No Smoking City Facilities Bylaw Amendment

Recommendation:

That Council hereby approves an amendment to By-law Number 145-2007: A By-law to Regulate Smoking in or Near All Buildings Owned by the Corporation of the City of Kenora to include vaping; and further

That By-law Number 145-2007 be hereby repealed; and further

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

5. Development Services

5.1 Ontario's Forest Sector Strategy Submission

Recommendation:

That Council hereby approves the attached submission to the Government of Ontario's A Blueprint for Success: Ontario's Forestry Sector Strategy Draft.

5.2 Lafreniere Site Plan Agreement

Recommendation:

That the Mayor and Clerk of the City of Kenora be authorized to execute a site plan agreement between the City of Kenora and Doug Lafreniere Developments Ltd. , to allow for the development of a 30 unit apartment dwelling, all associated facilities; and further

That the appropriate bylaw be passed for this purpose.

5.3 2020 OGRA Conference Delegation Requests

Council reviewed the delegation requests for the upcoming 2020 OGRA Conference which staff will now submit the delegation requests for meetings with the Ministers during the conference.

F. Other

12:00 p.m. – Zoning Bylaw Amendment Statutory Meeting –D14-19-11 (874 & 876 River Dr)
12:00 p.m. – Zoning Bylaw Amendment Statutory Meeting –D14-19-13 (1103 Fourth St S)

G. Next Meeting

- Tuesday, February 11, 2020

H. Adjourn to Closed

Resolution #2 - Moved by Councillor Goss, Seconded by Councillor Smith & Carried:

That Council now adjourn to a closed session at 10:00 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 Land (1 matter-Old Government Rd)
- ii) Labour Relations (1 matter-CUPE Negotiations)

I. Reconvene to Open Meeting

Council reconvenes to open session at 11:26 a.m. with the following report from its closed session:-

Surplus Land Declaration & Sale of Lands – Old Government Road

Recommendation:

That Council of the City of Kenora hereby directs staff to proceed with a Declaration of Surplus Land, close a portion of "Old Government Road" and enter into a draft agreement of purchase and sale with Lana Richards.

J. Close Meeting

Meeting adjourned at 11:28 a.m.