



AGENDA

Regular Meeting of Council of the City of Kenora

Tuesday, July 19, 2022

12:00 p.m.

City Hall Council Chambers

Live Stream Access: <https://kenora.civicweb.net/Portal/>

1. Call to Order

2. Blessing and Land Acknowledgment – Councillor Goss

3. 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:

- Authorize a budget amendment in the amount of \$33,075.00, plus HST, of which \$8,740 is to be funded through the Parking Meter Reserves, and the balance of 24,335 + total HST is to be funded through the Parkade/Parking Rentals Reserve to upgrade the metered parking kiosk machine technology to EMV-enabled credit card transactions
- Amend the Procedural bylaw to incorporate recommended administrative changes
- Authorize a budget amendment in the amount of \$112,040 to be funded primarily through private sector donations for the purchase of the Walter J. Phillips' watercolour "Norman Bay, 1922"

4. Declaration of Pecuniary Interest and the General Nature Thereof

Member of Council shall declare 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

5. Confirmation of Previous Council Minutes

- Regular Council – June 21, 2022
- Special Council – June 10, 2022

6. Presentations/Deputations

Approximately five (5) minutes per person/group.

7. Additions to Agenda (urgent only)

- Application to the Ontario Trillium Foundation (OTF) Community Investment Capital Grant

8. Appointments

- None

9. Reports from Committee of the Whole

9.1 Corporate Services/Finance/Human Resources

- May 2022 Financial Statements
- Municipal Insurance Renewal
- Budget Amendment – Parking Meter Kiosks
- Adoption of a new Procedural Bylaw

9.2 Fire & Emergency Services

- No Reports

9.3 Engineering & Infrastructure

- Blue Box Recycling Transition Decision

9.4 Community Services

- Budget Amendment-Purchase of Walter J. Phillips Watercolour
- Community Museum Operating Grant Application
- Recovery Fund for Heritage Organizations Application
- Creighton Youth Centre Lease Extension-243 Rabbit Lake Rd

9.5 Development Services

- Adoption of Site Plan Control Bylaw
- Open & Establish a Public Highway – Dufresne Island North

10. Housekeeping Resolutions

- NWBC Agreement with Ontario Business Improvement Area (OBIAA) Association
- Private Road Agreement - 2839441 Ontario Inc.
- Various Agreements

11. Tenders

- None

12. By-laws

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

- Confirmatory
- Budget Amendment – Parking Meter Kiosks
- Adoption of a new Procedural Bylaw
- Budget Amendment-Purchase of Walter J. Phillips Watercolour
- Creighton Youth Centre Lease Extension-243 Rabbit Lake Rd
- Adoption of Site Plan Control Bylaw
- Open & Establish a Public Highway – Dufresne Island North
- NWBC Agreement with Ontario Business Improvement Area (OBIAA) Association
- Private Road Agreement - 2839441 Ontario Inc.
- Behr Integrated Solutions Inc.–Fire Master Plan
- Ontario Business Improvement Area Association-NWBC
- FedNor-Harbourfront Business Plan Funding Amendment
- NOHFC-Norman Park Playground

13. Notices of Motion

14. Proclamations

- None

15. Announcements (non-action)

16. 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**.



July 12, 2022

City Council Committee Report

To: Kyle Attanasio, CAO

Fr: Stace Gander, Director of Community Services
Megan Dokuchie, Economic Development Officer

Re: Application to Ontario Trillium Foundation

Recommendation:

That Council approves an application to the Ontario Trillium Foundation (OTF) Community Investment Capital Grant in the amount of \$140,000 to support further upgrades at McLeod Park.

Background: The OTF Community Investment Capital Grants supports projects that: improve access to community spaces, facilities, programs, activities and services, and facilitate community members' full participation in the life of the community; improve and build community spaces; make programs and services better and more efficient and make better use of technology.

The City of Kenora was successful in receiving funding from the Tourism Relief Fund and the Northern Ontario Heritage Fund Corporation to undertake capital implementation of the McLeod Park and Husky the Muskie zones as identified in the 2019 Harbourfront Business Development Plan. The McLeod Park project was split into two phases. The rehabilitation of Husky the Muskie was completed in June 2022 and the tender for Phase 1 McLeod Park construction closed June 9, 2022.

Tender pricing for the Phase 1 redevelopment at McLeod Park has been received at a much higher cost than originally estimated. As such, City staff, alongside the consulting team, have been working with the bidder to negotiate a revised and smaller project scope with some elements unable to be completed in 2022. The current scope of Phase 1 work will include site preparation, grading, paving, landscaping, signage, construction of a playground, site furniture and picnic area.

The OTF Community Investment Capital Grant presents an opportunity to apply for funding to deliver an additional element at McLeod Park – the development of a pergola shade structure - which is not currently included in the scope of Phase 1 work due to budgetary constraints.

Budget: Phase 1 work at McLeod Park is supported by the Northern Ontario Heritage Fund Corporation, Tourism Relief Fund and the Municipal Accommodation Tax. This funding application will be submitted at 100 percent of eligible costs to support the construction of the pergola shade structure. As total costs are greater than \$100,000, \$10,000 has been included to purchase, produce and install an Ontario Builds sign per the funding guidelines. There is no additional contribution required by the City of Kenora for the application to deliver the pergola shade structure.

Risk Analysis: There is moderate financial risk in submitting this application due to the size of the request. As the request will be submitted at 100 percent of eligible costs, the financial risk is mitigated and should be accepted.

Communication Plan/Notice By-law Requirements: Resolution required.

Strategic Plan or other Guiding Document:

City of Kenora Charting our Course 2022-2027

2.1.1 Complete the Harbourfront Business Development Plan Detailed Design and begin implementation with a focus on McLeod Park and Husky the Muskie.

Five Year Tourism and Economic Development Strategy

Implement Recommendations of the Harbourfront Business Development Plan.

Kenora's Economic Recovery Plan

Prioritize investment into Kenora's Harbourfront to stimulate the local economy and attract both local residents and tourists.



Housekeeping Reports
NOT attached to
Committee of the
Whole Agenda



July 5, 2022

Housekeeping Council Briefing (direct to Council – does not appear at COW)

Agenda Item Title: NWBC Agreement with Ontario Business Improvement Area (OBIAA) Association

Background Information:

The Northwest Business Centre (NWBC) has been awarded the Digital Service Squad Grant to service the Kenora and Rainy River Districts. This is a continuation of the program that the NWBC delivered in 2020 and 2021. The Digital Service Squad Program is funded by FedDev Ontario and the Province of Ontario in partnership with OBIAA, and focused on creating Service Squads that provide one-on-one assistance to main street small businesses across the province with their adaptation of technology. This program allows for two, part-time consultants (squad members) to continue to work on the project to provide training, advisory support and grant support to businesses located in commercially zoned areas across the Kenora and Rainy River Districts. This agreement is for two years.

The two squad members will assist businesses through the Digital Transformation Grant and qualifying businesses will be eligible for a \$2,500 that can cover costs for digital marketing, website (design or improvement to an existing website) and software (including productivity, social media, security and graphic design). It is anticipated that 160 businesses will work with the Squad Members by February 9, 2024. To date, this program has supported 176 businesses. This program funding covers the complete costs related to the program delivery.

Resolution for Council:

That three readings be given to a bylaw to execute an agreement between the Corporation of the City of Kenora and the Ontario Business Improvement Area Association for the Digital Service Squad Program; and further

That the Mayor and Clerk be authorized to execute these agreements.

Budget: Funding: \$53,060 to February 9, 2024.

Risk Analysis:

There is Moderate Risk associated with the approval of this agreement as per the City of Kenora's Risk Management Matrix as the Manager of the NWBC interacts with the Senior Management Team for signing authority and annual review and monitoring of programs. The Ontario Business Improvement Area (OBIAA) Association is funding 100% of this project through the Digital Main Street Agreement.

Communication Plan/Notice By-law Requirements: Bylaw required

Strategic Plan or Other Guiding Document:

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 start-ups and young entrepreneurs.

Briefing By: Allyson Pele, Manager of Northwest Business Centre

Bylaw Required: Yes



June 20, 2022

Housekeeping Council Briefing (direct to Council – does not appear at COW)

Agenda Item Title: Private Road Agreement between 2839441 Ontario Inc. and the Corporation of the City of Kenora

Background Information:

In March, 2022 by By-law 29-2022 Council authorized the execution of a Subdivision Agreement between the City of Kenora and 5901058 Manitoba Ltd., to allow for the creation of fifteen (15) proposed lots on subject property locally known as 'the former mill site' being Plan 23M974.

The Subdivision Agreement was registered on title May 13, 2022 under KN108458.

Section 16(b) of the Agreement states that the owner shall, contemporaneously with the sale of any of Lots 1-15 on the subdivision plan, obtain from the proposed purchaser and deliver to the City, a signed Private Road Agreement to be registered on title against each individual lot.

PIN 42170-0277, being Lot1, Plan 23M974, PIN 42170-0278, being Lot 2, Plan 23M974 and PIN 42170-0279, being Lot 3, Plan 23M974 are transferring to 239441 Ontario Inc., the request to execute a Private Road Agreement is a conditions of the Subdivision Agreement.

Resolution for Council:

That the Mayor and Clerk of the City of Kenora be authorized to execute a Private Road Agreement between the City of Kenora and 2839441 Ontario Inc.; and further

That the appropriate bylaw be passed for this purpose.

Budget: N/A

Risk Analysis: There is high level of risk not proceeding. Access to the Owner's land is provided by means of a private right-of-way off Ninth Street North. The requirement to enter into a Private Roads Agreement is a condition of the Subdivision Agreement.

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

Strategic Plan or Other Guiding Document:

- 2.1 (a) Promote new investment and development of City-owned and private lands in Kenora.
- 2.2 Support entrepreneurship and business development.

Briefing By: Melissa Shaw, Land Acquisition and Divestment Officer
Heather Pihulak, Director Corporate Services/City Clerk

Bylaw Required: Yes



July 15, 2022

Housekeeping Council Briefing

(direct to Council – does not appear at COW)

Agenda Item Title: Ratifying Numerous Agreements

Background Information:

In accordance with the City's Procurement Policy, various agreements pertaining to matters that have been discussed by Council in previous meetings, or for items that have been procured in accordance with the Procurement Policy authorities through approved annual budgets, the Mayor and Clerk have executed the following agreements on behalf of the Corporation. These are now ready for bylaw.

This report will appear monthly before Council to outline the agreements that are executed on behalf of the Corporation and each agreement is available in the Clerk's office should a member of Council wish to review.

These agreements include:

Services Agreements

Behr Integrated Solutions Inc. – Fire Master Plan - \$63,790

Contribution Agreements

Ontario Business Improvement Area Association-NWBC-\$53,060

FedNor-Harbourfront Business Plan Funding Amendment-December 31, 2023

NOHFC-Norman Park Playground-\$860,000

Resolution for Council:

That the Mayor and Clerk be hereby authorized to execute the following agreements on behalf of the Corporation of the City of Kenora:

Behr Integrated Solutions Inc.–Fire Master Plan

Ontario Business Improvement Area Association-NWBC

FedNor-Harbourfront Business Plan Funding Amendment

NOHFC-Norman Park Playground; and further

That three readings be given to bylaws for this purpose.

Budget: in accordance with each project

Risk Analysis: These items have been procured or agreed to in accordance with the policy. The adoption of the bylaws for these agreements are the administrative portion of the procurement process and must be finalized.

Communication Plan/Notice By-law Requirements: bylaws

Briefing By: Heather Pihulak, Director of Corporate Services/City Clerk

Bylaw Required: Yes