

# PROPERTY AND COMMUNITY PLANNING COMMITTEE

## MINUTES

**Thursday, October 6, 2005      10 a.m.**  
**Council Chambers**

Present: Colin Wasacase, Rory McMillan, Ingrid Parkes, Jeff Port, Art Mior, Tara Rickaby, Anneli Rosteski, Rick Perchuk (10:25 am)

Regrets: Bill Preisentanz, Len Compton  
Councillor Wasacase opened the meeting at 10:05 a.m.

**1) Adoption of Minutes** – September 15, 2005

**Moved by: Ingrid Parkes      Seconded by:      Art Mior**

THAT the minutes of the August 5, 2005 minutes be adopted as distributed.  
**CARRIED**

**2) Additions to the Agenda** - None

**3) Declaration of Pecuniary Interest** - None

**4) Private Roads Assumption Policy**

Final comments have been received from both solicitors involved. The Committee recommended that the policy go forward to Committee of the Whole with a recommendation for approval.

*Action required: Committee of the Whole.*

**5) Delivery of Economic Development Services - Status**

Jeff Port indicated that Jennifer Rasmussen will start with the City of Kenora on October 11<sup>th</sup>; her office will be located in the Operations Centre. Mr. Port stated that he, Ms. Rasmussen and Bill Preisentanz will be attending at least a portion of a seminar on “Community Economic Development” next week and urged members of Council to try and attend at least a portion of the seminar.

*Action required: Regular reporting.*

**6) LOWBIC – Quarterly Financial Reports**

Ms. Rosteski stated that she had received the correspondence from the Committee requesting the quarterly financial reports and her attendance at this meeting for reporting purposes. She went on to say that it only came to her attention recently that the City was not in receipt of the 2004 Audited Statements and turned them over for distribution.

Ms. Rosteski explained that LOWBIC is in the process of changing both accounting software programs and reporting methods, with the help of a professional accounting firm, and that the new system will not be fully operational until the end of the month. As an interim measure, the reports,

using the old system, will be circulated to the Committee next week. Mr. Port reminded Ms. Rosteski that the Committee is interested in reports respecting Schedules B and C to the agreement only.

*Action required: Anneli to distribute interim reports week of October 11<sup>th</sup>.*

#### **7) LOWBIC - Update of Impact of Overnight Parking at Walmart**

Ms. Rosteski referred to a report, distributed by email, by LOWBIC's Tourism Coordinator. The Committee discussed both the format and content of the report and directed that a report be drafted, by the end of December, and including a poll of the Tourism Association members, which indicates analyzes the RV industry, the impact that it has on the City of Kenora, the impact that the overnight parking ban at Walmart has and a recommendation to Council on how to proceed in the future.

*Action required: Report and recommendation from LOWBIC by Christmas.*

Ms. Rosteski excused herself from the meeting at 10:45 a.m.

#### **8) Strategic Plan – Status Report**

Jeff Port reviewed the report, circulated earlier to the Committee. The only portion of the document missing is the Mayor's Message.

*Action required: Send to Committee of the Whole for adoption.*

#### **9) Subdivision Agreement – Northwest Development (2004) Ltd.**

Rick Perchuk reported on a meeting held with the Developer's engineer. He indicated a greater comfort level with construction methods as a result of the meeting. The Developer will provide drawings indicating the construction methods and specifications to the Municipal Engineer for review. If the Municipal Engineer is satisfied with the construction methods a report will be required from the Developer's engineer indicating that the road was constructed to the specifications. The Operations Manager will then recommend that the City is in a position to enter into a subdivision agreement with the Developer. There would be no requirement for bonding however the maintenance guarantee will still be necessary.

*Action required: Report and recommendation after Developer has provided required information.*

#### **10) Subdivision Agreement – 1629700 Ontario Inc. (Darlington Woods)**

Mr. Port reminded the Committee that this is the 15 lot subdivision at the end of Duffus Road. The draft agreement has been reviewed by both the Municipal Solicitor and the Developer's solicitor; there will be a requirement for the extension of Duffus Road, off of the subject property, as a schedule to the agreement. The abutting neighbour has agreed to the realignment of the Duffus Road, in writing.

*Action required: Take to Committee of the Whole when agreement is ready.*

#### **11) Home Occupations – Planning Report**

Jeff Port reviewed the planning report, explaining that the balance between encouraging the entrepreneurial spirit and maintaining the residential neighbourhood is sometimes difficult to achieve. The Planning Advisory Committee has discussed this problem on several occasions and is of the

opinion that by limiting the size of the space permitted for a home occupation, most of the issues will be addressed.

*Action required: Proceed with process to amend zoning by-law 160-2004.*

### **12) Municipal Heritage Committee – Recommendation**

Jeff Port reviewed his report, indicating that the Harbourtown Centre Committee has recommended proceeding to establish the Heritage Committee. He explained the five objectives of the Committee and said that this would be an advisory committee to Council only.

The Committee's primary task would be to inventory the heritage sites and work with property owners, on a volunteer basis, to restore or maintain the site in the heritage condition. Administrative support would be provided by the Community Services and Planning Departments.

*Action required: Report and recommendation for Committee of the Whole.*

### **13) Colonization Road Naming – Report and Recommendation**

Jeff Port explained that the subject "road" is not owned by the City but by the Crown. It was actually one of the first roads in the area and is surveyed as such. Rick Perchuk added that the person requesting that the road be named does not actually access the road from their property.

*Action required: Letter to applicant denying request at this time – determine whether or not it would be in municipal interest to pursue transfer to City.*

Ingrid Parkes excused herself at 11:25 a.m.

### **14) Parkade Expansion**

Jeff Port explained that the Harbourtown Centre Committee directed that this item come forward to Council at the Committee level and would like to see this project go forward sooner than later.

The Committee discussed the issue of parking in the downtown in general and agreed that the lack of parking is the crux of the problem. Rick Perchuk suggested that there may be other, more cost effective ways, of developing more parking opportunities in the downtown area.

*Action required: Report/cost benefit analysis required for November meeting.*

**The meeting adjourned at 11:35 a.m.**

**Next meeting, Thursday, October 20 , 2005, 10 a.m., Council Chambers**