



**MINUTES  
of the  
Property and Planning Committee  
of Council**

**Held Tuesday, December 9, 2008  
City Council Chambers 9 a.m.**

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**PRESENT:** Councillor W. Cuthbert, Chair  
Bill Priesentanz, CAO  
Mayor L. Compton  
Councillor D. McCann  
Councillor R. McMillan  
Councillor C. Van Wallegghem  
James Tkachyk, PAC Vice-Chair  
Nancy Tulloch, TDO  
Tara Rickaby, Planning Assistant

**REGRETS:** Art Mior, PAC Chair  
Jeff Port, City Planner

**PUBLIC INFORMATION NOTICES AS PER BY-LAW NUMBER 144-2007**

**Take Notice that Council intends to approve the following at its next Meeting:**

- A By-law to Amend the Zoning By-law at 1242 Redditt Road
- A By-law to enter into an agreement of purchase and sale with Jamie Minor

**B. DECLARATION OF PECUNIARY INTEREST & GENERAL NATURE THEREOF:**

- a) On today's agenda - Mayor Len Compton – Item #8 – As the father of a property owner.
- b) From a meeting at which a Member was not in attendance –

**C. STANDING COMMITTEE DEPUTATIONS:** None

**D. ADDITION TO AGENDA :** (i) Ontario Travel Information Centre Relocation – Fort Frances. The Chair suggested that this item be placed first on the agenda in order to allow Ms. Tulloch to provide a report and leave the meeting. The Committee concurred.  
(ii) Addition of Waterfront Development Guidelines – For tracking purposes.

**E. CONFIRMATION OF MINUTES**

**Moved by: Rory McMillan      Seconded by: Chris Van Wallegghem      & Carried:**

THAT the Minutes from the last regular meeting of Committee held November 4, 2008 be confirmed as amended.

**CARRIED**

**F. REPORTS:-**

**1) Fort Frances OTIC Relocation**

Nancy Tulloch explained that a recent road realignment in Fort Frances has resulted in a decrease in visitors to the Ontario Tourist Information Centre, of over 50%. This impacts the region as the majority of visitors do not indicate that Fort Frances is their final destination in Ontario. There is no financial component to the request for support on this issue, which will be forthcoming from the Town of Fort Frances.

**RECOMMENDATION:**

*THAT the City of Kenora supports the Town of Fort Frances in their appeal to the provincial government to improve access to the Ontario Travel Information Centre in Fort Frances, recognizing the valuable service the OTIC provides to the City of Kenora and the entire northwest region.*

**RECOMMENDATION TO COUNCIL UPON RECEIPT OF REQUEST FROM FORT FRANCES**

TDO/Clerk

**2) Directional (highway) and way finding signage on Highway 17 and 17A**

Councillor Cuthbert reported that a letter was sent to both Ministers of Transportation and the Minister of Northern Development and Mines, requesting additional signage indicating opportunities to drive into Kenora for food, lodging and services.

**TRACKING ONLY**

**3) Attraction signage**

Councillor Cuthbert proposed that this Committee, as the sign committee, should review all municipal signage for attractions, identification of municipal buildings/properties etc., for currency and ensure a standard of maintenance.

The Committee discussed the need to educate the public on the process for applications for sign permits and the probability that some applications will be sent to one, or more, committees such as Heritage Kenora, Harbourtown Centre, or Keewatin BIZ for review. The Downtown Revitalization Plan and Waterfront Development Guidelines (once accepted) will provide key guidelines for Committee recommendations. The process for location of signs is not well known and can result in signs being planned in locations which are not approved.

Staff is directed to provide a draft plan for a policy and its implementation.

**REPORT/RECOMMENDATION TO THIS COMMITTEE**

**Operations/City  
Planner/Customer  
Service  
Coordinator**

**4) Amendment to Zoning By-law 160-2004 re. Cloth/plastic/vinyl structure – report on open house**

Councillor Cuthbert told the Committee that one member of the public attended the open house, held November 18, 2008. Staff have received calls, most of which pertain to whether or not existing structures are legal.

The public hearing, to be held under the *Planning Act*, is scheduled for December 15, 2008 at 4 p.m. A full planning report will be available after both the public hearing and a recommendation from the Planning Advisory Committee.

**INFORMATION ONLY**

**5) Amendment to Zoning By-law 160-2004 re. 1242 Redditt Road- Rezone from HC – Highway Commercial to MH – Heavy Industrial – To permit a manufacturing facility – Public meeting Dec 15**

Tara Rickaby indicated that, unless there are valid objections brought forward at the public hearing, to be held on December 15<sup>th</sup> at 4:30, the Planning Department is requesting that a decision be made that day. There have been no inquiries, or objections, received to date.

**Recommendation:**

That application Z12/08 Querel, to amend the Zoning By-law specifically at property described as 1242 Redditt Road, PT LOC S490 DES 23R7556, PART 1 PCL 37801 from HC – Highway Commercial to ML – Heavy Industrial, to permit the operation of a manufacturing facility is in conformity with the City of Kenora Official Plan. It is recommended that the application for an amendment to the zoning by-law be approved.

**INFORMATION ONLY**

**Planning/  
Clerk**

**6) Proposal for Kenora Trails Committee re. Town Island Trail**

Councillor Cuthbert explained that the Trails Committee would like to map the existing trails, using GPS technology, over the winter months.

Concern was expressed that (i) a final decision on the long term of the use has not been made (ii) negotiations are ongoing with B'nai Brith and (iii) that mapping not occur until the final use of the island is determined. The CAO will advise the Committee.

**HOLD**

**CAO**

**7) Land division/development of lands outside of municipal boundary**

Councillor Cuthbert explained that the City has been made aware of decisions, on applications for land division for property outside City boundaries, made by Municipal Affairs. Some of these decisions indicate that, because of the proximity of the lands to the City of Kenora – and the perceived possible pressure on municipal infrastructure, the application is refused. Tara Rickaby explained that the Provincial Policy Statement focuses on activities and land uses related to the management or use of resources and resource-based recreational activities in rural areas, without municipal organization.

The Committee discussed the implications of the PPS; the Committee recommends against a blanket statement with respect to development outside of the municipality but will review each

case on its own merits.

**INFORMATION ONLY**

**8) Amendment to subdivision agreement - 1703591 Ontario Inc.**

In December 2007, the City of Kenora Planning Advisory Committee granted draft approval to a 19 lot plan of subdivision on Black Sturgeon Lake (S01/07 1703591 Ontario Inc.). a condition of draft plan approval required more detailed fisheries assessment work to determine the potential for spawning and nursery habitat for Walleye and Lake Whitefish along proposed Lots 6, 7 and 9, and also for Northern Pike/Largemouth Bass/Crappie along proposed Lots 1 and 5 and parts of Lot 2 and 6.

The work has been completed and restrictions will be implemented through site plan control. The Planning Advisory Committee recommends that the requirement for site plan control be imbedded into the subdivision agreement. The agreement must be registered on the title of each lot in the subdivision. Informing each property owner will help to enforce the site plan control.

**RECOMMENDATION:**

*That the Subdivision Agreement between the City of Kenora and 1703591 Ontario hereby be amended to include the site plan control agreements for Lots 1, 7, and 9 as a schedule so all owners of lot in the subdivision are aware of these dock placements.*

**RECOMMENDATION TO COUNCIL (By-law in January)**

Planning Clerk

**Mayor Compton left the room at 9:57**

**9) Easement for Municipal Services – Lands owned by Ollenberger and by St. Hilaire**

Tara Rickaby explained that the City of Kenora recently performed upgrades to storm water drainage along Rabbit Lake, in the area of 212, 213, and 215 Rabbit Lake Road. This included the location of a pipe, from Rabbit Lake Road, through two properties, to Rabbit Lake. The owners of the two affected properties have agreed to provide an easement for the infrastructure.

**RECOMMENDATION:**

**THAT** Council of the City of Kenora hereby authorizes the Mayor (or Acting Mayor) and Clerk to sign all documents required to affect the transfer of easement described as Part 1 on Plan 23R-11644, over property described as CON 6J PT LOT 5 REM PCL;13837 S OF RABBIT LAKE RD (Ollenberger) in favour of the City and Part 2 of Plan 23R-11644 over property described as CON 6J N PT LOT 5 PCL 16245 (St. Hilaire), in favour of the City, for utility purposes.

**RECOMMENDATION TO COUNCIL**

Planning/M. Sol. Clerk

**10) Easement for Municipal Service – Lands owned by Steven & Jeanine Meadows**

The Kenora Planning Advisory Committee approved an application for a lot addition on September 16, 2008. Property would be transferred from Richardson to Steven and Jeanine Meadows. As a result of the information provided during required survey work, Steven and Jeanine Meadows have agreed to provide an easement, for utility purposes, over their property

**RECOMMENDATION:**

**THAT** Council of the City of Kenora hereby authorizes the Mayor and Clerk to sign all documents required to affect the transfer of easement described as Parts 4 and 5 on Plan 23R-11645, over lands described as EPT LOC K13 REM PCL 36237;DESIGN AS RP 23R5235 PART 1;LESS RP 23R9635 PART 7 & 8 and Parts 3, 4 and 5 of Plan 23R-11645(Meadows) in favour of the City, for utility purposes.

**RECOMMENDATION TO COUNCIL**

Planning/M.Sol Clerk

**11) Site Plan Amendment – Twin Eleven – Communications Tower – HOLD**

Tara Rickaby explained that the amended site plan has not been received.

**HOLD**

**Mayor Compton returned to the meeting at 9:54 a.m.**

**12) Accept the final report for the “Waterfront Development Guidelines”**

Councillor Cuthbert indicated that the City is still awaiting the final product. The City Planner will be following up with Meridian. The Mayor enquired as to whether or not Anicinabe Park was included in the scope of work. Bill Preisntanz explained that the decision was made to review the park internally.

**HOLD**

**Motion required adjourning to Closed Meeting: ( 9:56 a.m.)**

**Moved by: Rory McMillan      Seconded by: Chris Van Walleghem      and Carried:-**

THAT this meeting be now declared closed at 9:56 a.m.; and further  
THAT Council adjourns to a Closed Meeting to discuss the following:

- Disposition and Security of Property Matters

**Reconvene to Open Session ( 10:38 a.m.)**

**RECOMMENDATIONS FROM CLOSED SESSION:**

**1. Rest stop – Status**

**RECOMMENDATION:**

THAT City Staff write a letter in which Council of the City of Kenora will request support, from the Minister of Northern Development and Mines; Michael Gravelle, and the Minister of Tourism; Monique Smith, for the development of a rest stop to be accessed from Highway 17A, the By-pass.

**2. Sale of municipal property – Cianci**

**RECOMMENDATION:**

*THAT Council of the City of Kenora hereby declares property described on the application to purchase, abutting Lots 23, 24 and 25 on Plan M33 (907/909/911 First Street S) and Laurenson Creek, and approximately .013 ha in size, as surplus to the needs of the municipality; and THAT in accordance with Notice By-law #14-2003, arrangements be made to advertise the sale of the subject lands for a three-week period; and further THAT once the advertising process has been completed, Council give three readings to a by-law to authorize the sale of land to Vincenzo and Filomena Cianci at the appraised value as established by Century 21 – Reynard Real Estate, plus all associated costs.*

**RECOMMENDATION TO COUNCIL**

**3. Sale of municipal property – Mitchell**

**RECOMMENDATION:**

*THAT the Council of the City of Kenora gives three readings to a by-law to authorize the sale of the land to Stephen and Dawn Mitchell at the appraised value as established by Century 21 – Reynard Real Estate, plus all associated costs, including the survey costs incurred in 2006; and THAT the Mayor and Clerk be authorized to enter into the agreement of purchase and sale.*

**RECOMMENDATION TO COUNCIL**

**4. Keewatin Medical Centre**

**Recommendation:**

*That the Kenora Health Care Centre Board be invited to make a presentation to the Property & Planning Committee on the proposed health care professional model incorporating the Keewatin Medical Clinic.*

**RECOMMENDATION TO COUNCIL**

**Moved by: Rory McMillan      Seconded by: Chris Van Walleghem**

**THAT the December 9<sup>th</sup> , 2008 meeting of the Property and Planning Committee be adjourned at 10:40 a.m.**

Planning

Planning/Clerk  
M. Solicitor

Planning/Clerk  
M. Solicitor

Clerk/CAO