

**MINUTES**  
**of the**  
**Property and Planning Committee**  
**of Council**  
**Held Wednesday, October 14, 2009**  
**City Council Chambers 9 a.m.**

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**PRESENT:**     **Councillor W. Cuthbert, Chair**  
                   **Bill Priesentanz, CAO (9:04 a.m.)**  
                   **Mayor L. Compton**  
                   **Councillor R. McMillan**  
                   **Art Mior, Chair, PAC**  
                   **Councillor Chris Van Wallegghem**  
                   **Councillor D. McCann**  
                   **Councillor Jim Parson**  
                   **Karen Brown, Manager, Finance & Administration**  
                   **Tara Rickaby, Planning Assistant**  
                   **Jeff Port, City Planner**

**A. 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 a particular property – Queen property - HOLD
- A By-law to amend a site plan agreement
- A By-law to transfer lands to Robert Halverson
- A By-law to transfer lands to CARVALHO and MAREK
- A By-law to transfer lands to Toni SMITH

**B. Declaration Of Pecuniary Interest & General Nature Thereof:**

- a) On today's agenda - None
- b) From a meeting at which a Member was not in attendance – Mayor Compton indicated that he declared a conflict, as a relative, to an item on the closed agenda of the September 16, 2009 meeting and had left the meeting during the discussion of same.

**C. Standing Committee Deputations:     None**

**D. Addition To Agenda :**     One item for follow up as #4 – Changes in Latitude Marina and one new item as #10 - Municipal Cultural Planning.

**E. Confirmation Of Minutes**

**Moved by:     Chris Van Wallegghem             Seconded by:     Len Compton             & Carried:**

THAT the Minutes from the last regular meeting of Committee held September 16, 2009 be confirmed as distributed .

**Carried**

**F. Reports:-**

**1. Signage – a) Amendments to Sign By-Law**

Councillor Cuthbert indicated that there will be a public meeting, to review the draft sign by-law, on Wednesday, October 28<sup>th</sup> from 5 pm until 7 pm in the Operations Training Room. The City Planner indicated that there will be a short presentation at 5:15 and then an open house style of meeting after the presentation.

**Information Only**

**Planning**

**b) Themed signage – for municipal purposes - Not discussed**

**c) Posters on municipal utility poles/light standards**

Photos were distributed of an example of a kiosk used in Winnipeg. The cost is approximately \$2500. The Downtown Revitalization Committee recommended that the first one be installed on the southwest corner of the City Hall parking lot. There is a refuse receptacle at that location. Staff was directed to order the structure, using the City's brand at the top. Discussion took place with respect to by-law enforcement and self-policing of removal of notices/posters. The structure will be paid for from the wayfinding signage line of the first phase of Downtown Revitalization.

**Planning**

**d) Billboards on Lakeview Drive**

Councillor Cuthbert indicated that the staff report provides two alternatives for a solution to the billboards located between the CPR tracks and Lakeview Drive: (i) direct staff to work with Pattison Outdoor advertising to develop a plan to reduce the signage on Lakeview Drive from five to two, or (ii) direct staff to continue to work on the removal of the billboards on Lakeview Drive.

The City Planner indicated that there is no evidence of sign licenses being issued to CPR by either the former Town of Kenora or the City.

Discussion took place with respect to the City's jurisdiction respecting regulating signs as the CPR property is designated as federal land.

The issue is to be discussed with the Municipal Solicitor.

**M. Solicitor/  
Planning**

**2. Rest stop - On hold.**

**Hold**

**3. Zoning By-law Amendment Z02/03 Queen**

Councillor Cuthbert indicated that this item will be on hold pending a review of the drainage plan submitted to the City yesterday. She indicated that Council would be willing to hold a special meeting to make a decision on the zoning by-law amendment if necessary.

Mayor Compton indicated that the engineering department should treat the file as a top priority so that a decision can be made at the next Council meeting

**Hold**

**Engineering  
Planning  
Clerk**

**4. Changes in Latitude Marina/Parking**

The City Planner indicated that the property owner has applied for another variance to the Zoning By-law. A report will be forthcoming at the next meeting.

**Hold**

**PAC**

**5. Official Plan/Zoning By-law Review Process – Update**

The City Planner reminded the Committee that the next opportunity for public review of the draft Official Plan and Zoning By-law will be on November 24<sup>th</sup>. Times have not been determined.

Mr. Port stated that the consultant has made a suggestion to build provisions for sustainability into the Official Plan, thus meeting possible requirements to access gas tax funding in the future. Once the consultant has provided information on costing, the item will be brought to this Committee.

**Information only**

**6. Application to Amend Site Plan – Twin 11**

The Committee agreed that there was no reason not to proceed. Staff indicated that once this amendment has been approved, staff will review the conditions of the agreement with a view to deregistering the document and permitting the condominium corporation to deal directly with any future changes.

**Recommendation:**

**That** the Council give three readings to a By-Law, being a by law to amend a development agreement with Twin Eleven Investors Ltd., and amending By-Law No. 19-2005, for the purpose of replacing the pool area with a deck, railing and retaining on the subject property known as the Islandview Condominium, 5 Bay Road, conditional upon receiving a letter from the Condominium Corporation indicating they have no objections to the amendment.

**Recommendation to Council**

**Planning /Clerk**

**7. LOWDC Board Appointment**

No discussion.

**Recommendation:**

**THAT** Council of the City of Kenora hereby appoints Donald Denver to the LOWDC Board of Directors."

**Recommendation to Council**

**Planning/Clerk**

**8. Closing of Main Street – November 12, 2009**

Councillor Cuthbert reviewed the staff report. In addition, the engineering recommends that the closure take effect at 5 pm to allow people to get home. The proponent should be responsible for provision of and removal of signage and determining where it will be required.

Councillor McCann added that there will not be burning barrels permitted on the streets or sidewalks as they cause permanent damage. If they are used, the proponents will be billed for

rehabilitation of the road or sidewalk.

**Recommendation:**

**THAT** the Council of the City of Kenora supports the efforts of the downtown merchants, to encourage residents to “shop locally”, by endorsing the merchants’ request to close Main Street to traffic between 1st and 2nd Streets from 5-9 p.m. on Thursday, November 12, 2009, conditional upon: 1) The proponent being responsible for provision and removal of required signage and that no burning barrels be permitted.

**Recommendation to Council**

EDO/Clerk

**9. Atikokan Path of the Voyageur Regional Tourism Project**

The Mayor indicated that Atikokan is taking on the bulk of the work, from which there is the possibility of benefits for all of the region.

**Recommendation:**

**THAT** Kenora provide \$2 000, through the Lake of the Woods Development Commission, to the Atikokan Path of the Voyageur project to enable that project to hire a Youth Intern. The next year, after a review of the Intern’s work, will determine whether further investments should be made in this project by Kenora.

**Recommendation to Council**

EDO/Clerk

**10. Tourism Committee – Advertising Plan**

The City Planner reviewed the draft advertising and marketing plan which will soon be approved by the Lake of the Woods Development Commission. He stated that this strategy is for local and regional markets and that advertising has begun; there will be \$31,000 spent between the beginning of October, of this year, and December 31<sup>st</sup>. The budget for 2010 will be suggested at \$74,000. The former Tourism Development Officer brought local partners together and Tourism Kenora invoices the partners back for advertising. This program may evolve into a formal partnership in the future.

The CAO commented that there needs to be a renewed promotion by BIZ to encourage local business to stay open on Sundays in order to ensure the opportunity to support local business.

Councillor Cuthbert agreed and suggested that businesses should be thanking the customers who do patronize their shops.

**Recommendation:**

**THAT** the Lake of the Woods Development Commission’s Advertising and Marketing Plan be used as a budgeting tool for 2010.

**Recommendation to Council**

LOWDC

**11. Application for Funding – Municipal Cultural Planning**

The Ministry of Culture Programs and Services Branch is currently administering the “Creative Communities Prosperity Fund”, which provides supports for municipal cultural planning projects. Application deadline is October 15, 2009.

It is recommended that the City of Kenora apply to the Fund for the completion of a Municipal Cultural Plan. Municipal cultural planning supports local economic development and is increasingly being recognized as essential to prosperous, livable and sustainable communities.

A Municipal Cultural Plan is a municipally-led effort to identify cultural resources in the community, recognize them as assets and plan for their incorporation into all aspects of the municipality’s work in order to maximize their contribution to the community’s vitality. A Municipal Cultural Plan will identify ways in which to make the community more attractive as a place to live for locals and newcomers and also as a tourism destination through the identification of potential tourism product and venue development.

Once completed and adopted, the Municipal Cultural Plan will become a planning document upon which to base future funding applications.

The Municipal Cultural Plan will build on existing projects and work, including: the City of Kenora Economic Development Plan, Tourism Strategy, the Kenora Community Strategy, Official Plan Review, work of the Heritage Committee, Grant Thornton Study, and Trails Study (2002).

**Recommendation:**

**THAT** the City of Kenora undertakes the Municipal Cultural Planning process and apply to the

Creative Communities Prosperity Fund.

**Recommendation to Council**

EDO/Clerk

Councillor Cuthbert announced that the Application No. Z03/09 Thorburn, to amend Zoning By-law 16-2004, has been withdrawn.

Councillor Cuthbert advised the Committee that the request for proposals for a professional consulting firm to assist the Lake of the Woods Development Commission (LOWDC) in developing appropriate programming, conceptual site plans and Class "C" capital cost estimates for Kenova's publically owned beaches, parks and trails. Preliminary planning and landscape design work is also required for infrastructure and streetscaping improvements in the neighbourhood of Keewatin. The conceptual site plans and Class "C" cost estimates will become the basis for funding applications for the future development of these areas within the City.

**Information Only**

**Motion required adjourning to Closed Meeting: (9:52 a.m.)**

**Moved by: Len Compton      Seconded by: Chris Van Walleghem      and Carried:-**

THAT this meeting be now declared closed at a.m.; and further

THAT Council adjourns to a Closed Meeting to discuss the following:

- Disposition and Security of Property Matters, Personal Matter about an Identifiable Individual

**Reconvene to Open Session ( 10:56 a.m.)**

**RECOMMENDATIONS FROM CLOSED SESSION:**

**City lease agreement with Ontario Power Generation:** Staff was directed to proceed with changes to the lease, as recommended by the City Solicitor.

CAO

**Moved by: Jim Parson      Seconded by:      Rory McMillan**

**THAT the October 14, 2009 meeting of the Property and Planning Committee be adjourned at 10:57 a.m.**