



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

**Held Tuesday, July, 2009  
City Council Chambers 9 a.m.**

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**PRESENT:** Councillor W. Cuthbert, Chair  
Bill Priesentanz, CAO (9:19 a.m.)  
Mayor L. Compton  
Councillor R. McMillan  
Councillor Chris Van Wallegghem  
Art Mior, Chair, PAC  
Councillor D. McCann  
Councillor Charito Drinkwalter (left meeting at 10:30 a.m.)  
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 authorize a contract between the City and the Northern Ontario Heritage Fund
- A By-law to amend City Policy P1-1 Tower Policy
- A By-law to enter into an agreement with Nelson Architecture
- A By-law to enter into an agreement with Qualico Headwaters (Ontario) Inc.

**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 - None

**C. STANDING COMMITTEE DEPUTATIONS: Presentation re. Downtown Revitalization Plan –**

**Phase II** - The City Planner presented the proposed designs for the LOW Plaza and several stages to the Harbourfront, Phase II, re-development. The Committee discussed design elements, the footbridge and possible re-location of the Thistle Pavillion. A public meeting will be arranged in the very near future, as well as consultation with the Harbourtown Centre and Kenora BIZ.

Planning

**D. ADDITION TO AGENDA :** #8. LOW Discovery Centre Design Contract

**E. CONFIRMATION OF MINUTES**

**Moved by:** Chris Van Wallegghem **Seconded by:** Charito Drinkwalter **& Carried:**  
THAT the Minutes from the last regular meeting of Committee held June 9, 2009 be confirmed as distributed .

**CARRIED**

**F. REPORTS:-**

**1. Directional (highway) and way finding signage on Highway 17 and 17A – Update**

Minister Gravelle replied, indicating that the City's concerns would be addressed by the Minister of Transportation.

**HOLD**

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

Councillor Cuthbert reviewed the draft document. There are three proposed changes to be considered: (i) Requirement to have commercial signage only on the property upon which the commercial venture is located; (ii) limitations to signage permitted in the Harbourtown Centre area; and (iii) Proposed removal of billboards as permitted signs in the City. Staff was directed to research other municipalities' policies in this regard. The document was reviewed, in general and enforcement, portable signs and aesthetics were items discussed. The document will be sent to the Municipal Solicitor, in addition to Heritage Kenora, Harbourtown Centre and Kenora BIZ for review.

Planning/M.  
Solicitor



Edward Hoshizaki Development Consulting	\$ 41,200.00
Fotenn Consultants Inc.	\$ 40,120.00
Meridian Planning Consultants Inc.	\$ 44,212.00

**Recommendation:**

THAT the City of Kenora accepts the proposal of Fotenn Consultants Inc. at \$40,120.00 excluding GST; and  
 THAT the Mayor and Clerk be authorized to enter into an agreement with Fotenn Consultants Inc. to complete a review and update the City of Kenora's Official Plan, and the Comprehensive Zoning By-law No. 160-2004.

**RECOMMENDATION TO COUNCIL**

Planning/Clerk

**7. Authorization to enter into a contract with NOHFC**

The City of Kenora recently applied to both levels of government for funding of the:

- Redevelopment of the existing harbourfront to include expanded seasonal and day use marine docking facilities, landscaping, boardwalks, trails, parking and refurbishment of aging public wharves at Matheson St. and Main St. South.
- Development of venue for special events and Bernier roadway linkages, public amenity space, and refurbishment of Thistle Pavilion as new year round Visitor Information Centre.

The NOHFC approved funding, in the amount of \$2,000,000. The City is now required to enter into an agreement with the NOHFC.

**RECOMMENDATION:**

THAT the City of Kenora authorizes the Mayor and Clerk to enter into an agreement, on behalf of the City, with the Northern Ontario Heritage Fund Corporation, with respect to NOHFC Project No. 950397 Port Kenora Tourism Attraction.

**RECOMMENDATION TO COUNCIL**

Planning/Clerk

**8. LOW Discovery Centre – Design Contract**

The City of Kenora has been approved by the "Build Canada – Communities Component Fund" for the Lake of the Woods Discovery Centre to be located in Norman Park. The LOW Discovery Centre will function both as a travel information centre, and interpretive centre for the Tunnel Island/Common Ground project.

The purpose of the request for proposals is to select a qualified professional design consultant to prepare the construction drawings, and tender documents for the project. A condition of project approval was that it is "shovel ready", and work must proceed as soon as possible. The City invited three qualified design firms to bid the work. They were; (i) SRQ/Trow, (ii) Nelson Architecture and (iii) Hilderman, Thomas, Frank and Cram. The following bids were received:

- Nelson Architecture - \$159,490 (plus GST)

It is recommended to award the contract to Nelson Architecture, as they are the only bidder, the proposed cost is within the project budget. It should be noted that Nelson Architecture will be using both TROW and HTFC as sub-consultants on the project.

**RECOMMENDATION:**

That the City of Kenora enter into a contractual agreement with Nelson Architecture to complete the design, tendering and contract administration for the LOW Discovery Centre at \$159,490 (plus GST) as set out in the proposal dated July 3, 2009; and  
 Further that the Clerk and Mayor be authorized to execute said agreement.

**RECOMMENDATION TO COUNCIL**

Planning/Clerk

**9. Street signs – Harbortown Centre**

The Committee reviewed two alternatives for street signs; the decision is to proceed with the light lettering on black background. Planning will advise the consultant and Operations.

Planning

**Motion required adjourning to Closed Meeting: (10:30 a.m.)**

**Moved by: David McCann Seconded by: Chris Van Walleggem and Carried:-**

THAT this meeting be now declared closed at 10:30 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 ( 11:35 a.m.)**

**RECOMMENDATIONS FROM CLOSED SESSION:**

*THAT the Council of the City of Kenora gives three readings to a by-law to authorize the sale of approximately 60 square metres of land, being part of PLAN 3 Block 3 Part of LOT 62 and Part of LOT 63 to Toni Margeurite Smith, at the appraised value as established by Century 21 – Reynard Real Estate, plus all associated costs; and*

*THAT the Mayor and Clerk be authorized to enter into the agreement of purchase and sale.*

**RECOMMENDATION TO COUNCIL**

**Clerk/Planning**

THAT the Council of the City of Kenora gives three readings to a by-law to authorize the entering into a development agreement with Qualico Headwaters (Ontario) Inc. for works associated with a condominium development on property described as Part of Tunnel Island designated as Registered Plan 23R11404 PART 1.

**RECOMMENDATION TO COUNCIL**

**CAO/Clerk**

**Moved by: Rory McMillan      Seconded by: David McCann**

**THAT the July 7, 2009 meeting of the Property and Planning Committee be adjourned at 11:36 a.m.**

**Clerk/Planning**