



**Minutes**  
of the  
**Property and Planning Committee of Council**  
**Tuesday, May 10, 2011**  
**City Council Chambers**  
**9:00 a.m.**

**Action**

**Present:** Councillor L. Roussin, Chair  
Mayor Dave Canfield  
Councillor R. Lunny  
Councillor R. McKay  
Councillor R. McMillan  
Councillor S. Smith  
Karen Brown, CAO  
Wayne Gauld, Planning Advisory Committee Vice Chair  
Heather Kasprick, Deputy Clerk

**Regrets:** Councillor C. Drinkwater  
Rick Perchuk, Operations Manager  
Tara Rickaby, Planning Administrator

**A. Public Information Notices:-**

**As required under Notice By-law #144 -2007, the public is advised of Council's intention to adopt the following at its May 16<sup>th</sup> meeting:-**

- A by-law to assume Sunnyside Road as a highway for municipal purposes

**B. Declaration Of Pecuniary Interest And The General Nature Thereof:**

- a) On today's agenda
- b) From a meeting at which a Member was not in attendance

There were none declared.

**C. Confirmation of Previous Standing Committee Minutes**

**Moved by R. McMillan, Seconded by R. McKay & Carried:-**

**That** the Minutes of the last meetings of the Regular Standing Committee meetings held April 12, 2011 be confirmed as written and filed.

**D. Standing Committee Deputations:  
Tim Davidson, Chair of Heritage Kenora**

Mr. Davidson would like to present an amended Terms of Reference for the Heritage Kenora Committee that will more accurately reflect the work that this committee does and allow for a committee that is represented more by the community. Since the inception of the committee they have been supported by City of Kenora staff in Planning, Engineering, Economic Development and Museum and Parks. The

committee is requesting that this committee come under the Property and Planning division rather than Community Services and that an annual budget be considered for the committee to conduct their work.

Further, the first Community Improvement Plan (CIP) under the present guidelines is scheduled to expire on December 31, 2011 and the group would like to see a date extension until the funds run out. As of March 1, 2011 approximately \$159,300.00 has been spent or approved to improve facades and signage in the community improvement zone. Another 10 potential applicants have expressed interest in accessing some of the approximately \$90,000.00 remaining.

To date 35 properties, 10 landscapes and 1 structure have been registered - 8 properties have been designated and three more are in process including the Mink Bay Wetlands. The challenge faced by Heritage Kenora with designation is that without a budget they cannot conduct title searches in order to fully research the properties. Also, in the past they have benefitted from free legal advice with title searches and free architectural advice during the asset inventory stage but this should not be expected to continue. The Mink Bay designation for example is a complicated title search dealing with multiple parcels and could cost hundreds of dollars.

In the past this group has undertaken activities such as Doors Open, an international initiative that encourages property owners to preserve, protect and promote important built and natural heritage properties within the community. Doors Open 2008 boasted 10,000 site visits to participating properties - both public and private. Heritage Kenora has also provided training opportunities, hosted speakers and workshops and training for interested residents. All of this has been done on an ad-hoc basis with funds from various sources and budgets within and outside of the municipality.

The group was formally requesting a minimum budget of \$2,500.00, which will allow them to continue with title searches required for property designation and to participate in Doors Open in 2012. The event registration fee is \$1,500.00 payable in November 2011 in order to be included in the printed promotional material.

### **E. Presentations:**

#### **Community Improvement Plan, former Abitibi property**

Jennifer Findlay, Economic Development Officer presented the Community Improvement Plan (CIP) update. A CIP can address various things such as preservation and adaptive reuse of heritage and industrial buildings, commercial building façade improvements, structural improvements to buildings and property tax assistance for remediation purposes. Potential benefits include creating jobs by attracting new business/employers, increasing tax revenue through redevelopment, environmental/contamination clean up and optimizing use of existing infrastructure /serviced lands. The vision for this CIP is to create jobs for local residents and area First Nations, and provide business opportunities to use local resources by revitalizing the site in an aesthetically pleasing manner.

Goals and objectives for former mill site include:

1. To provide a good cross-section of employment and training opportunities for the Kenora & First Nations communities

2. To create and maximize a strong set of financial incentives for private sector redevelopment.
3. To foster sustainable development by using land, local resources, and infrastructure efficiently.
4. To be compatible with surrounding area & land uses.
5. To promote the use of green technologies and a zero carbon footprint.
6. To provide one main entrance to the site
7. To integrate the site with the surrounding community by a transportation corridor through the site for all modes of transportation.
8. To rebrand the site with a new name
9. To develop a marketing and communication strategy that is carried out through the implementation of this CIP

The Economic Development department is recommending breaking down the proposed incentive programs into two classifications. The first incentive program would include four (4) assistance programs whereby some portion of taxes or fees are waived or graduated for a specific length of time. These four (4) assistance programs include:

1. Incremental Tax Program provides a grant equal to the full amount, or a portion of the amount of the property tax increase after the property is redeveloped, while not eroding the tax base.
2. Brownfield Re-development Tax Assistance provides a property tax freeze on a site that is undergoing remediation and development. City can also apply to Province for matching education tax relief
3. Leadership in Energy & Environmental (LEED) Tax Assistance.

To encourage energy-efficient buildings and sustainable development. A percentage of the incremental assessed value of new LEED buildings

4. Application and Permit Fees Program enables the City to waive some or all of the application and permit fees to a set maximum

The second classification would include two (2) grant programs whereby the municipality could provide a building grant. The second classification would include:

1. Accessibility Grant Program would enable the City to provide a small grant for improvements to existing buildings to promote accessibility
2. Industrial Building Improvement Grant would be similar to downtown revitalization and provide a matching grant for upgrades to existing buildings on the site, including façade improvement, increased energy efficiency etc.

These incentive plans send a very strong message to developers and prospective businesses that we want business in Kenora and are open for business. The information will be made public on May 24<sup>th</sup> for 20 days to allow for public feedback with the final document being considered for adoption at the June 20<sup>th</sup> Council meeting.

## **F. Reports:**

### **1. Assumption of Sunnyside Road**

#### **Recommendation:**

**That** the Council of the Corporation of the City of Kenora accepts and assumes Sunnyside Road, identified on Reference Plan 23R 11914, as a public highway for municipal purposes.

<p><b>Recommendation approved.</b></p> <p><b>2. Delegation of authority to approve variances for Temporary Community Special Event and Non-Profit Organization Signage</b></p> <p><b>Recommendation:</b></p> <p><b>That</b> authority be delegated to the Commissioner of Signs, Licensing Clerk and Planning Administrator for the approval of Temporary (30 days) Community Special Event or Non-Profit Organization Signage subject to;</p> <ul style="list-style-type: none"> <li>- In sequence each position would have the authority in the absence of the other.</li> <li>- Location of signs on Municipal property would be limited to those preapproved by Council.</li> <li>- Location/type and size of signs on private property would be subject to the Sign By-law #115-2010 and property owner approval.</li> <li>- At the discretion of the aforementioned staff members the matter is referred to committee.</li> <li>- The applicant requests that the matter be referred to committee, as a variance application</li> </ul>	<p><b>HKasprick</b></p>
<p><b>Recommendation approved.</b></p> <p><b>3. Heritage Kenora Membership- Ex-officio Rep Provincial Gov't</b></p> <p><b>Recommendation:</b></p> <p><b>That</b> Council hereby appoints Nancy Tulloch as the Ex-officio representative of the Provincial Government (Ministry of Culture) to Heritage Kenora, the term of which is at the pleasure of Council.</p>	<p><b>HKasprick</b></p>
<p><b>Recommendation Approved.</b></p> <p><b>4. Harbourtown Centre Committee Membership</b></p> <p><b>Recommendation:</b></p> <p><b>That</b> Council hereby appoints Mort Goss, as the Tourism representative, of the Lake of the Woods Development Commission, to the Harbourtown Centre Committee, the term of which is at the pleasure of Council.</p>	<p><b>HKasprick</b></p>
<p><b>Recommendation Approved.</b></p> <p style="text-align: center;"><b>G. Other Business:</b></p> <ul style="list-style-type: none"> <li>• The statutory public meeting with respect to the approval of the Community Improvement Plan for the former mill site, and which is required to be held in accordance with the <i>Planning Act</i>, will be held on June 14th, 2011 at 10:00 a.m., with a recommendation for a decision going to Council for approval on June 20th, 2011.</li> <li>• There will be a statutory public meeting, held under Section 34 of the <i>Planning Act</i>, at 11:00 a.m. on June 14<sup>th</sup>, 2011 to consider an application to rezone property at 540 Second Street South R2 – Residential Second Density to R3 – Residential Third Density. The notice appeared in the local newspaper on May 5, 2011.</li> </ul>	<p><b>HKasprick</b></p>

**Motion - Adjournment to Closed Meeting:**

**That** this meeting be now declared closed at 9:53 a.m.; and further

**That** pursuant to Section 239 of the Municipal Act, 2001, as amended, authorization is hereby given for Council to move into a Closed Session to discuss items pertaining to the following matters:-

- i) **Personal Matter about an Identifiable Individual**
- ii) **Proposed Acquisition of Land**

**Committee reconvened at 10:49 a.m. with staff direction pertaining to:**

**1. Request to Purchase Municipal Lands – G. Olson-St. Clair Street**

**Recommendation:**

**That** staff be directed to indicate to Garnet Olson, that the City of Kenora will not be declaring lands, or portion of a municipal road allowance abutting lands described as PLAN 18 BLK 33 PT LOT 3 PT LOT 4 – 502 St. Clair Street, at this time.

**Trickaby**

The meeting adjourned at 10:50 a.m.