



# MINUTES

**Of a Meeting of the Council of the City of Kenora  
Tuesday, October 15, 2013 – City Council Chambers  
12:00 noon**

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**WITH Mayor D. Canfield, Councillor C. Gallivan, Councillor R. Lunny, Councillor R. McMillan, Councillor L. Roussin, Councillor S. Smith.**

**Regrets: Councillor R. McKay**

**Staff:** Karen Brown, CAO, Rick Perchuk, Operations Manager, Warren Brinkman, Fire & Emergency Services Manager, Sharen McDowall, HR Manager, Charlotte Caron, Property & Planning Manager and Heather Kasprick, Deputy Clerk.

## **Call to Order**

**Mayor Canfield called the meeting to order and Councillor Gallivan read the Prayer.**

## **Public Information Notices as per By-law Number 144-2007**

**Mayor Canfield then read the following notices:-**

As required under Notice By-law #144 -2007, Council hereby advises the public of its intention to adopt the following at tonight's meeting:-

- Amend the Operating and Capital Budgets for the Lake of the Woods Museum in the amount of \$4,224
- Adopt a new Tariff of Fees and Charges By-law
- Amend the Operating Budget in the amount of \$16,900 for the cost of a boiler for the Keewatin Memorial Arena
- Amend "Schedule D" to the Water & Sewer By-law to increase water delivery rates
- Council will establish rental fees for the Lake of the Woods Discovery Centre

## **Confirmation of Minutes**

**1. Moved by C. Gallivan, Seconded by S. Smith & Carried:-**

That the following Minutes of the Council of the City of Kenora be confirmed as written and circulated:-

- Regular Council Meeting held September 17, 2013

### **Declaration of Pecuniary Interest & General Nature Thereof**

Mayor Canfield then asked if any Member of Council had any Declarations of Pecuniary Interest and the General Nature Thereof pertaining to any items as follows:-

- i) On Tonight's Agenda or from a previous Meeting
- ii) From a Meeting at which a Member was not in Attendance

Councillor McMillan made a Declaration referring to Motion number 5 and Motion number 10 on today's agenda regarding the financial reports as his spouse is a Member of the Kenora Police Services Board and receives remuneration.

Councillor Roussin made a Declaration referring to Motion number 9 on today's agenda regarding the appointment of the District of Kenora Home for the Aged as his spouse is a the appointed member.

### **Presentations**

N/A

### **Deputations**

#### **Lake of the Woods Centre for the Arts – Dean Carrie**

Dean Carrie is a Director and Treasurer of the Lake of the Woods Centre for the Arts Charitable Corporation or "LOWCA" which was founded in 2010 by a number of citizens who wished to carry on the quest for a centre for the arts in Kenora. LOWCA is a not-for-profit corporation registered in Ontario which currently has 243 registered members.

There has been a long history of municipal committees and other groups who have worked towards a goal of having an arts centre in Kenora. Their mission statement reads, "Building a centre for the arts through community support for area residents and visitors."

LOWCA would like to express their support for the inclusion of a performing arts centre in the Event Centre which is proposed to be added to the existing Kenora Recreation Centre. Dean pointed out that the Request for Proposals for the Provision of Professional Conceptual Design and Feasibility Planning Services which was issued by the City in September 2013 indicated that the facility would "act as a concert and conference facility." LOWCA believes that we now have a golden opportunity to build a first class performing arts centre in Kenora.

Mr. Carrie stated that a performing arts centre with a flexible configuration that allows for multiple uses, such as meetings, conferences, music, theatre, and dance can be an economic driver and job creator for the community. A performing arts centre can share lobby space, food services, washrooms, and parking with other activities at the rec centre. The lobby area itself could act as a public art gallery for local artists.

LOWCA is encouraging the City to explore an operating partnership with LOWCA for the operation of the performing arts centre and invited members of Council to attend their Annual General Meeting on Monday, November 4<sup>th</sup> at 6:30 p.m. at The Bijou Restaurant in Kenora. Mayor Canfield thanked Mr. Carrie for his presentation and a copy was left with the Clerk.

## **District of Kenora Home for the Aged Appointment**

### **2. Moved by R. McMillan, Seconded by R. Lunny & Carried:-**

That Council of the City of Kenora supports the appointment of Erin Roussin to the District of Kenora Home for the Aged – Board of Management replacing Whitney Roang representing Area 1 on the Board; and further

That District of Kenora Home for the Aged and Township of Sioux Narrows-Nestor Falls be advised of the appointment.

## **Kenora and Keewatin Non-Profit Housing Boards Appointments**

### **3. Moved by R. McMillan, Seconded by R. Lunny & Carried:-**

That Council of the City of Kenora supports the re-appointment of the members of the Kenora Non-Profit Housing Corporation as follows:

Wendy Cuthbert  
Joan Schelske  
Barb Pearson  
Janis Robertson  
Jim Tooke  
Marion Jackson  
Ralph Page ; and further

That Council of the City of Kenora supports the re-appointment of the members of the Keewatin Non-Profit Housing Corporation as follows:

Jack Pearson  
Ledger McKellar  
Laura Emisch  
Shirley Alcock  
Robert (Bob) Allan  
Joyce Vacek  
Cathy Giroux  
Jerry Ortlieb  
Gerry Kasprick ; and further

That these appointments are for a term ending November 30, 2014.

## **Urban Trails Committee Appointment**

### **4. Moved by R. McMillan, Seconded by C. Gallivan & Carried:-**

That Council of the City of Kenora supports the appointment of Robert Bernie to the Kenora Urban Trails Committee replacing Lisa Yeomans, Member at Large for a term to November 2014.

## **August Financial Statements**

### **5. Moved by R. Lunny, Seconded by L. Roussin & Carried:-**

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at August 31, 2013.

### **IT Services Agreement**

#### **6. Moved by R. Lunny, Seconded by L. Roussin & Carried:-**

That Council hereby authorizes a contract for City IT related services through Boreal Datacom for a four year period commencing January 1, 2014; and further

That three readings be given to a by-law to authorize a contract for this purpose.

### **Museum Budget Amendment**

#### **7. Moved by R. McMillan, Seconded by S. Smith & Carried:-**

That Council hereby approves an additional allocation to the Lake of the Woods Museum of \$4,224 to account for the increase of 1.7% in the wages of the museum staff to be funded through the savings from the OPP billing; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2013 Operating & Capital Budget at its October 15, 2013 meeting; and further

That Council gives three readings to a by-law to amend the 2013 budget for this purpose.

### **Tariff of Fees and Charges**

#### **8. Moved by R. Lunny, Seconded by L. Roussin & Carried:-**

That Council hereby adopts a new Tariff of Fees & Charges by-law for the City of Kenora in keeping with the amendments made to-date; and further

That public notice is hereby given that Council intends to give three readings to the new by-law at its October 15, 2013 meeting; and further

That the Tariff of Fees & Charges By-law no longer be amended on a forward basis, but be continually updated with a new by-law each time amendments are required in order to keep the Tariff current; and further

That this by-law shall take effect and come into force upon third and final reading, thereby repealing By-law Number 120-2011, as amended.

### **Northwest Business Centre 2013 Q3 Report**

#### **9. Moved by R. Lunny, Seconded by L. Roussin & Carried:-**

That Council accepts the 2013 Third Quarter report for the Northwest Business Centre.

### **Various Minutes**

#### **10. Moved by R. Lunny, Seconded by L. Roussin & Carried:-**

That Council hereby adopts the following Minutes from various City of Kenora Committees:

August 20 – Planning Advisory Committee  
August 22 & September 17 – Heritage Kenora  
August 29 – Kenora Event Centre Committee  
September 3 – Kenora Urban Trails  
September 4 – Homelessness & Behavioural Issues Task Force  
September 10 - Committee of the Whole and Property & Planning; and  
September 17 – Lake of the Woods Museum Board

That Council hereby receives the following Minutes from other various Committees:

June 12 – Kenora Police Services Board  
July 26 – Northwestern Health Unit Board of Health  
August 29 - District of Kenora Home for the Aged Board of Management

; and further

That these Minutes be circulated and ordered filed.

### **Small, Rural & Northern Municipal Infrastructure Funding**

#### **11. Moved by R. Lunny, Seconded by L. Roussin & Carried:-**

That the City of Kenora Council direct administration submit an expression of interest and, upon acceptance of it, apply for funding from the Small, Rural & Northern Municipal Infrastructure Funding for the works required for the sub and super structure of the Keewatin Channel Bridge, and further;

That Council agrees that a copy of this resolution be submitted to the Small, Rural & Northern Municipal Infrastructure Fund indicating:

1. The information in the Expression of Interest is factually accurate; and
2. The municipality has a comprehensive asset management plan that includes all of the information and analysis described in Building Together: Guide for Municipal Asset Management Plans in place or will have one in place by December 31, 2013.
3. The comprehensive asset management plan will be publicly available, including online if the municipality has a website, by May 30, 2014.
4. The project put forward in this application will be completed by December 31, 2015.

### **Budget Amendment – Keewatin Memorial Arena Boiler**

#### **12. Moved by R. McMillan, Seconded by C. Gallivan & Carried:-**

That in accordance with Notice By-law #144-2007, public notice is hereby given that Council intends to amend its 2013 Operating & Capital Budget at its October 15, 2013 meeting to withdraw funds from the Keewatin Memorial Arena Reserve in the amount of \$16,900.00 to offset the cost of a boiler for the Keewatin Memorial Arena, approved in 2012 and installed in 2013; and further

That Council give three readings to a by-law to amend the 2013 budget for this purpose.

### **Kenora Recreation Centre Concession Agreement**

#### **13. Moved by R. McMillan, Seconded by S. Smith & Carried:-**

That Council hereby approves an agreement between the Corporation of the City of Kenora and Jennifer Schott in the amount of \$25.00 per service day for food and beverage services for the period of October 1, 2013 to April 30, 2014 for the Kenora Recreation Centre Concession; and further

That the appropriate by-law be passed for this purpose.

### **Memorandum of Understanding – LOW Development Commission**

#### **14. Moved by S. Smith, Seconded by R. McMillan & Carried:-**

That Council adopts an amended Memorandum of Understanding (MOU) with the Lake of the Woods Development Commission; and further

That three readings be given to a by-law authorizing the Mayor and Clerk to enter into the agreement.

### **Water Rate Increase – Tank Truck Delivery**

#### **15. Moved by S. Smith, Seconded by R. Lunny & Carried:-**

That at the regular meeting of Council held September 17, 2012 Council approved an annual rate increase over a three year period for tank truck water delivery; and further

That Council hereby gives three readings a bylaw to amend Schedule "D", Table (ii) to By-law Number 168-2004, being a By-Law to establish Water and Sewer Rates, to incorporate the following rate increase effective January 1, 2014:-

|                                            |         |                   |
|--------------------------------------------|---------|-------------------|
| Water Delivery – 0.1 to 2.27 cubic meters  | \$45.00 | same day delivery |
| Water Delivery – 2.27 to 4.54 cubic meters | \$50.00 | same day delivery |
| Water Delivery – 4.54 to 6.81 cubic meters | \$55.00 | same day delivery |

; and further

That notice is hereby given in accordance with Public Notices By-law #144-2007 that Council intends to adopt a by-law for this purpose.

### **Traffic By-Law Amendment – Barrier Free Parking-Keewatin**

#### **16. Moved by C. Gallivan, Seconded by R. Lunny & Carried:-**

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law Number 127-2001 to include changes to Schedule "K" – Disabled Parking on Streets and Highways for Bay Street and Main Street; and further

That three readings be given to a by-law for this purpose.

## **Water & Wastewater Monthly Report**

### **17. Moved by C. Gallivan, Seconded by R. Lunny & Carried:-**

That Council of the City of Kenora hereby accepts the August 2013 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by Biman Paudel, Water and Sewer Supervisor, Ryan Peterson, Water Treatment Plant Operator and Gord St. Denis, Wastewater Treatment Plant Operator.

## **Discovery Centre Rentals**

### **18. Moved by S. Smith, Seconded by C. Gallivan & Carried:-**

That Council of the Corporation of the City of Kenora approves the rental of the Discovery Centre Great Room on a seasonal basis (September 1 to May 31 each year) and Amphitheatre Room on a year round basis; and further

That the revenue from these rentals are directed to reserves to assist in the maintenance of the building, the furnishing of the Amphitheatre Room and to purchase the educational equipment to fulfill the mandate of an educational centre; and further

That the revised Discovery Centre Rental Contract and fees be approved effective October 15, 2013.

## **Muskies on Main Art Project**

### **19. Moved by S. Smith, Seconded by C. Gallivan & Carried:-**

That Council of the Corporation of the City of Kenora supports the "Muskies on Main" Community Arts Project by a) providing a letter of support b) providing a work and storage space at the former Town of Jaffray Melick garage from now until May 30, 2014 (end of creation portion of the project) and c) providing space along the Harbourfront greenbelt, Lake of the Woods Plaza, in Memorial Park and outside City Hall for display of the art; and further

That Council considers working with an artist to develop a custom muskie, to be placed outside of City Hall when determining the City of Kenora's 2014 budget and that Council also considers the in-kind request of \$1,600 for the set up and dismantling of displays in the 2014 budget.

## **Site Plan Agreement - Coker**

### **20. Moved by L. Roussin, Seconded by R. McMillan & Carried:-**

That the City of Kenora has entered into a subdivision agreement with Jack Coker on April 15, 2013; and further

That one of the terms to this subdivision agreement identifies that Jack Coker enters into a site plan agreement with the City of Kenora; and further

That the property owners shall be responsible for all costs of registration of said agreement and provide the City of Kenora with proof of such registration; and further

That three readings be given to a by-law authorizing the Mayor and Clerk to enter into such agreement.

### **Lease Agreement – Shaun Stevenson Construction Ltd.**

#### **21. Moved by L. Roussin, Seconded by R. Lunny & Carried:-**

That the City of Kenora enters into a lease agreement with Shaun D. Stevenson Construction Ltd., for a period of five (5) years, with an opportunity to renew for an additional five (5) years, for use of property and water lot described as waterlot location C.L. 4632, being part of Rat Portage Bay, Lake of the Woods, lying in front of the southerly portion of Third Avenue South, Registered Plan M-56, in the City of Kenora, in the District of Kenora, and designated as Part 1, Plan 23R-2877; and

That the Mayor and Clerk be authorized to execute the agreement on behalf of the City of Kenora.

### **Planning Consultant Agreement**

#### **22. Moved by L. Roussin, Seconded by R. Lunny & Carried:-**

That the Mayor and Clerk be and are hereby authorized to execute an agreement for the provision of municipal land use planning services with FoTenn Consultants Inc., for a term of three (3) years, based on the proposal received September 27, 2012; and further

That three readings be given to a by-law for this purpose.

### **Approval of By-laws**

#### **23. Moved by L. Roussin, Seconded by R. Lunny & Carried:-**

That the following By-laws be now read a First & Second Time and approved in their present form and presented for Third & final Reading:-

- #101-2013 - Confirm the proceedings of Council Meetings
- #102-2013 – Authorize a contract for IT Services with Boreal Datacom
- #103-2013 – Amend 2013 budget for the Lake of the Woods Museum
- #104-2013 – Adopt a new Tariff of Fees bylaw
- #105-2013 – Amend 2013 budget for Keewatin Memorial Arena
- #106-2013 – Authorize an Agreement for Concession Services at Kenora Rec Centre
- #107-2013 - Amend the MOU with the Lake of the Woods Development Commission
- #108-2013 - Authorize an increase to the 2014 Water Tank water delivery rates
- #109-2013 – Amend Traffic Bylaw for Barrier Free Parking in Keewatin
- #110-2013 - Authorize a site plan agreement
- #111-2013 – Authorize the sale of land to Hermason/Chambers
- #112-2013 – Authorize a lease agreement with Shaun D Stevenson Contracting
- #113-2013 - Authorize a contract for Planning Services with FoTenn Consultants



**Proclamations:**

October 20-26 – Canadian Foster Family Week

October 30<sup>th</sup> – Child Care Worker & Early Childhood Educator Appreciation Day

November 4-11 – Veteran’s Week

October 21-27 – Waste Reduction Week

**Adjourn Meeting**

**24. Moved by C. Gallivan, Seconded by S. Smith & Carried:-**

That this closed meeting is hereby declared closed at 12:34 p.m.

**The Corporation of the City of Kenora:**

**Confirmed As Written This .....Day**

**Of.....2013**

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**Mayor**

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**City Clerk**