



**MINUTES**  
**City of Kenora**  
**Committee of the Whole of Council**

**Tuesday, December 10, 2013**  
**City Hall Council Chambers**  
**9:30 a.m.**

**Present:** Mayor D. Canfield  
Councillor C. Gallivan  
Councillor R. Lunny  
Councillor R. McKay  
Councillor R. McMillan  
Councillor L. Roussin  
Councillor S. Smith

**Staff:** Karen Brown, CAO  
Rick Perchuk, Operations Manager  
Warren Brinkman, Emergency Services Manager  
Sharen McDowall, HR Manager  
Colleen Neil, Recreation Services Manager  
Charlotte Caron, Property & Planning Manager  
Lauren D'Argis, Corporate Services Manager  
Joanne McMillin, City Clerk (left meeting at 10:35 a.m.)  
Heather Kasprick, Deputy Clerk  
Heather Lajeunesse, Deputy Clerk

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**1. 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 December 17, 2013 meeting:-**

-Council will authorize a Tax Exemption for the Kenora Airport Authority

-Council will authorize a Tax Exemption for the Royal Canadian Legion Branches #12 and #13

-Council intends to amend "Schedule D" to the Water and Sewer By-law to increase water and sewer rates

-Council will approve Section 357 Tax Adjustments for cancellation and refund of taxes

-Council will adopt a new Tariff of Fees and Charges By-law to approve an addition to Schedule "D" - Operations Department

-Council will adopt a By-law to rename a portion of Eleventh Avenue North to 'Artillery Way'

## **2. Declaration of Pecuniary Interest & the General Nature Thereof**

### **i) On today's agenda;**

### **ii) From a meeting at which a Member was not in attendance.**

Councillor McMillan made a declaration of pecuniary interest as it relates to items 6.9, 6.10 and 6.13 regarding Financial Statements, OPP Contract Renewal and Various Committee Minutes as his spouse is a member of the Police Services Board and receives remuneration.

Councillor Roussin made a declaration of pecuniary interest as it relates to item 6.13 regarding Various Committee Minutes as his spouse is a member of the District of Kenora Home for the Aged Board of Management.

Councillor Lunny made a declaration of pecuniary interest as it relates to item 6.11 regarding Royal Canadian Legion Tax Exemption Request as he is a member of the Kenora Legion.

Mayor Canfield made a declaration of pecuniary interest as it relates to item 6.7 regarding Kenora Airport Authority Tax Exemption Request as he is member of the Kenora Airport Authority Board.

## **3. Confirmation of Previous Committee Minutes**

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

That the following Meeting Minutes be confirmed as written and ordered filed:-

**Committee of the Whole - November 12, 2013**

**Property & Planning Committee of the Whole - November 12, 2013**

## **5. Deputations**

### **5.1. Laurensen Lake/Creek Stakeholders - Dave Schwartz**

Dave Schwartz presented on behalf of the Laurensen Lake/Creek Stakeholders, a group of Laurensen Lake/Creek residents with concerns about floating pieces of bog that continue to block Laurensen Creek preventing navigability of the water way. Mr. Schwartz indicated that the group has provided letters with information and suggestions to Council for finding ways to address the issue. It is understood by the citizens group that this is an area of obligation for the City being that the Provincial and Federal governments are not likely to address the issue. Mr. Schwartz indicated that the group is asking that the City to provide support in moving their concerns forward as the local government will have better access to the higher levels of government in order to make change happen. It was suggested that the City create a committee to move this forward.

There was discussion of the legislation for these lands and the City must ensure they are following regulations. It was suggested that the City may have to make application to the Federal Ministry of Transport for permission to take this on. The Ministry may authorize the municipality to assist in order to allow the work to be done, but it also needs to be determined what the extent and scope of the work is. It was noted that a budget will be required and that funding sources will have to be determined, as well taxpayers may have to support this.

Council informed the group that they are committed to working with the residents to form a committee in order to find a solution by spring. Council can include this item in the Ministers' packages they bring to the ROMA/OGRA conference in February 2014 as well as to AMO in August 2014. Charlotte Caron and Rick Perchuk will work together on moving this forward on behalf of the City.

### **5.2. Northwestern Health Unit - Mark Perrault**

Mark Perrault, CEO of the Northwestern Health Unit (NWHU) made a deputation to Council to share their plans for the "Do One Thing" conference taking place at the Whitecap Pavilion May 27-29, 2014. Mike Greaves will be coordinating the event for NWHU and was present as well for the deputation. Mark indicated that they are looking to pull all partners from around the region to discuss barriers to health in Northwestern Ontario for a combined learning experience. Currently Northwestern Ontario has the worst health status in the province and the purpose of the event is to come up with new ideas together to promote healthy lifestyles, form new

partnerships and streamline existing partnerships. Mark indicated that health problems greatly impact municipalities and they are hopeful City Councillors as well as municipal employees will attend the conference on behalf of the City as the City is essentially a partner and is an important part of public health. It is expected that there will be more than 300 stakeholders in attendance.

Comedian Rick Mercer will also be attending as entertainment during one evening of the event but the show is open to the public. It is anticipated that there will be 1,000 in attendance for his show.

The "Do One Thing" conference is a trial event but will be the largest ever health conference that the Northwestern Health Unit has held. Mark indicated that they are looking forward to the conference and are hopeful it will be the best possible event it can be so that it can be continued in the future. It was noted that the data collected from the event will support many programs in the City which will be beneficial to the community.

## **4. Presentations**

### **4.1. Event Centre - Frank Bastone**

Frank Bastone presented to Council his concept of an alternative to twinning the ice surface at the Kenora Recreation Centre. The concept looks at a different use for the facility and suggests building a new stand-alone facility with two rinks (one Olympic size) on the prime waterfront property currently owned by Kenora Forest Products. It was noted that negotiations have not occurred at all and this is simply a concept at this time. The concept also suggests the closing and selling of Keewatin Memorial Arena which would result in three ice surfaces that are all regulation size, maximizing the facilities that the City would have in the future for competing for national championships and other major events. The facility would also include a conference hotel with a panoramic view of Lake of the Woods, as well could address the needs of other user groups in the community (eg. performing arts). The concepts ties in with the proposed docking and marina development in the harbour nearby as well as with the Brand Promise.

Frank commended the Event Centre Committee for the work that they have completed so far towards their mandate of twinning the ice surface at the Kenora Recreation Centre, adding that the mandate of the committee addresses short term need for more ice time in Kenora and possibly a hotel. Frank has shared his concept Event Centre Committee and representatives from Stantec Nelson.

The concept sees the sale of Keewatin Arena to the private sector

which would generate revenue for the City to be used to offset the costs of new facility. The sale could eliminate the need for future renovations at Keewatin arena and would not be a loss for Keewatin as the new arena would still be in the area. The current Thistle Arena is almost fifty years old and could remain as the third standard size ice surface for Kenora. The new facility would be not be subject to tie in costs and would provide a clean slate. Ball fields and parking could remain as is at the Kenora Recreation Centre.

There are potential challenges related to funding but the private sector concept could work as it has in other communities. This would also require the cooperation and negotiation by Kenora Forest Products. It was suggested that the consultants that are already doing the study for the proposed twinning of the Rec Centre be used to determine the costs for the concept.

Frank believes the concept is worthy of consideration and should be considered for another property in Kenora if the Kenora Forest Products property is not an option it may be a more attractive opportunity for long term investment by the City of Kenora.

#### **4.2. 2014 Election - Heather Kasprick, Deputy Clerk**

Deputy Clerk Heather Kasprick made a presentation to Council regarding the 2014 Municipal Election which will be held on October 27, 2014. Clerks of local municipalities are responsible for running elections and ensuring that electors are given every opportunity to vote and that the voting process is accessible and accountable. Heather reviewed the different types of voting including traditional poll based voting and alternative methods such as vote-by-mail, telephone and internet voting. She shared how each methods is tallied, while providing the pros and cons for each type. Kenora has used vote-by-mail during the 2000, 2003, 2006 and 2010 elections.

Heather is recommending that the City move to an alternative voting only for the 2014 election, specifically the internet/telephone method during the advance voting period and on Voting Day. Internet/telephone voting has been made available to provide for convenience, to accommodate changing lifestyles, demanding work schedules and to enhance accessibility for persons who may not be able to vote in person. It is cost effective, ensures the elimination of spoiled ballots, accuracy of the count, and preservation of secrecy. It allows the participation of non-resident electors and provides the most flexible opportunity for participation. Heather provided some statistics on voter participation and costs for the 2010 election. She also provided statistics on senior

internet usage which indicates use has grown substantially in recent years.

As with all forms of voting there are challenges that exist relating to integrity and security. Technical difficulties can arise although measures can be taken if this happens. Several issues have already been addressed as they have come up with the usage of this method in other municipalities. Despite the difficulties the internet/telephone method has been very successful for those municipalities have used it as those have experienced the highest voter percentage turnout in history. If the City chooses to go with this alternative method, focus will be on educating the public on the internet/telephone voting as well as offering and providing voting assistance at various locations across the City, including the use of mobile units. It was noted that there will be a strong presence for assistance at the libraries and senior homes/centre.

Staff is seeking Council support to issue a Request for Proposal (RFP) for election assistance. Several vendors are available and costs are not available until after the RFP process.

## **6. Business Administration Reports**

### **6.1. Council in Review Highlight Report**

That a copy of the report reviewing the achievements for the 2013 year of Council be posted on the City's portal and made available to the media.

**Recommendation Approved.**

### **6.2. 2014 Elections Method of Voting**

That Council of the City of Kenora hereby approves the implementation of internet/telephone voting in the 2014 Municipal Election; and

That in keeping with Section 42 of The Municipal Elections Act, as amended, Council hereby gives three readings to a by-law authorizing an alternative voting method for next year's Municipal Election; and further

That Council directs staff to issue a Request for Proposal for internet/telephone voting for this purpose.

**Recommendation Approved. (Resolution & by-law)**

### **6.3. Accessibility Multi-Year Plan**

Whereas under the Accessibility for Ontarians with Disabilities Act (AODA), 2005, the City is required to maintain a multi-year accessibility plan; and

Whereas the Accessibility Plan will identify measures that the City of Kenora will take in the next five years to identify, remove and prevent barriers to people with disabilities who utilize the facilities and services of the City of Kenora; and

Whereas annually a status report will be completed to outline the progress of measures taken to implement the Multi-Year Accessibility Plan;

Therefore be it Resolved that Council of the City of Kenora hereby accept the Multi-Year Accessibility Plan 2014-2018 as presented; and further

That Council endorses the Multi-Year Accessibility Plan 2014-2018 for the City of Kenora.

**Recommendation Approved.**

### **6.5. City of Kenora Accessibility Policy**

That Council of the City of Kenora hereby approves the City of Kenora Accessibility Policy; and further

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

**Recommendation Approved.** (Resolution & by-law)

### **6.4. Asset Management Plan**

That Council approve for submission to the Province of Ontario, the Asset Management Plan as prepared by Public Sector Digest; and further

That Administration continue to improve the data underlying the plan and strategies with which to manage the City's infrastructure.

**Recommendation Approved.**

#### **Discussion:**

It was noted that any changes to the Asset Management Plan must be

approved by Council and taxes cannot be increased to accommodate the Plan. Kenora is ahead of most communities in the province and some will face large increases. The infrastructure deficit will be reflected to the Province once Plans are reviewed. If the Province finds apparent shortfalls in the Plans, these shortfalls will have to be explained. It was indicated that this is the first time there has been an overall picture and cumulated amount for Kenora that the City has done a decent job estimating the past and now has some solid numbers in place.

#### **6.6. Closure of Veterans Affairs Offices**

That further to the closure of the nine (9) District Veteran Affairs Offices across Canada, including the office located in Thunder Bay, Ontario, the Council of the Corporation of the City of Kenora hereby petitions the Honourable Julian Fantino, Federal Minister of Veterans Affairs, setting out its opposition to these closures; and

That the Council of the City of Kenora strongly urges the Federal Minister of Veterans Affairs to re-consider this decision in the best interest of serving Canada's Veterans; and further

That a copy of this resolution be forwarded to the Honourable Julian Fantino, Federal Minister of Veterans Affairs, Greg Rickford, MP Kenora, John Rafferty, MP Thunder Bay-Rainy River, Bruce Hyer, MP Thunder Bay-Superior North, the Union of Veterans' Affairs Employees, the Public Service Alliance of Canada and the Northwestern Ontario Municipal Association.

**Recommendation Approved.**

#### **6.7. Kenora Airport Authority Tax Exemption Request**

That in response to a Request from the Kenora Airport Authority (KAA) for the exemption of municipal property taxes, the Council of the City of Kenora hereby approves the requested exemption for the non-commercially leased portions for a ten (10) year period from 2014 to 2023; and further

That three readings be given to a by-law to authorize the exemption.

**Recommendation Approved.** (Resolution & by-law)

**Mayor Canfield left the meeting for discussion on this item.**



### **6.8. NWBC Ideas Forum Agreement**

That Council of the City of Kenora gives three readings to a by-law to authorize the execution of an agreement between the City of Kenora and the Ministry of Economic Development, Trade and Employment for event planning and hosting services for the Northwest Business Centre; and further

That the Mayor and Clerk be authorized to enter into this agreement.

**Recommendation Approved.** (Resolution & by-law)

### **6.9. October 2013 Financial Statements**

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

**Recommendation Approved.**

### **6.10. OPP Contract Renewal**

Whereas the City of Kenora's contract with the Ministry of Community Safety and Correctional Services (MCSCS) for policing services as provided by the Ontario Provincial Police (OPP) is set to expire on July 17, 2014; and

Whereas the MCSCS and OPP are currently reviewing the existing billing model for the provision of policing services; and

Whereas the OPP have advised that they are not in a position to renew Section 10 contracts until early 2015; and

Whereas the City is obligated to provide policing in accordance with the Police Services Act;

Now therefore let it be resolved that Council hereby approves the amendment of the current contract between the MCSCS and the City of Kenora effective July 17, 2014 to ensure the continuance of policing services through the Ontario Provincial Police (OPP) effective July 18, 2014; and further

That this renewal be in effect until such time as the City is able to enter into a new agreement with the MCSCS or is otherwise revoked by Council.

**Recommendation Approved.**

### **6.11. Royal Canadian Legion Tax Exemption Request**

That in response to a request from the Royal Canadian Legion Branch #12 and Branch #13 for the exemption of municipal residential property taxes, the Council of the City of Kenora hereby approves the requested exemption for a ten (10) year period from 2014 to 2023; and further

That three readings be given to a by-law to authorize the exemption.

**Recommendation Approved** (Resolution & by-law).

### **6.12. Strategic Plan RFP Award**

That Council hereby accepts the request for proposals from Urban Metrics Inc. for consulting services for the City of Kenora Strategic Plan.

**Recommendation Approved.**

### **6.13. Various Committee Minutes**

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

Various Minutes from Brand Leadership Team (April, May, August, September, October, December, 2012, March, April, May, June & November, 2013)

November 5 – Urban Trails Committee

November 6 – Event Centre Committee

November 12 - Committee of the Whole and Property & Planning

November 19 – Kenora Community Policing Committee

November 21 – Heritage Kenora; and

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

October 23 – Kenora Police Services Board

October 31 - District of Kenora Home for the Aged Board of Management; and further

That these Minutes be circulated and ordered filed.

**Recommendation Approved.**

#### **6.14. Water and Sewer Rate Increase**

That as recommended by BMA Management Consulting Inc. in the Water and Wastewater Long Range Financial Plan Forecast approved by Council resolution on November 21, 2011, the 2014 water and sewer rates be increased by 10% over the 2013 rates; and

That in accordance with Notice By-Law Number 144-2007, public notice is hereby given that Council intends to amend "Schedule D" By-Law #168-2004 to increase water and sewer rates as set out on the attached "Schedule D"; and

That Council give three readings to a by-law for this purpose; and further

That this by-law shall take effect and come into force on January 1, 2014.

**Recommendation Approved** (Resolution & by-law).

#### **6.15. Winter 2013 Section 357 Cancellation and Refund of Taxes**

That Council hereby approves the Section 357 tax adjustments with potential refunds totaling \$13,024.02.

**Recommendation Approved.**

### **7. Community Services Reports - no reports**

### **8. Economic Development Reports**

#### **8.1. KAR Agreement 2014**

That the Council of the City of Kenora gives three readings to a by-law authorizing a contract between the Kenora Assembly of Resources (KAR) and the City of Kenora for provision of services at the Harbourfront and related areas for the period January 1, 2014 through December 31, 2014.

**Recommendation Approved** (Resolution & by-law).

### **9. Emergency Services Reports - no reports**

## 10. Operations Reports

### 10.1. 2014 Hourly Equipment and Truck Rental Tender

That Council hereby receives the tenders for the Hourly Rental of Equipment and Trucks for 2014; and further

That the ranking lists attached to the November 21, 2013 report prepared by the Municipal Engineer for Hourly Rental of Equipment and Trucks for 2014 be hereby accepted; and further

That Council adopts the ranking lists for purposes of hiring non-owned Equipment and Trucks for the period January 1 through to December 31, 2014.

**Recommendation Approved.**

### 10.2. Amend Tariff of Fees Bylaw - Operations "Schedule D"

That Council authorizes an amendment to Schedule "D" - Operations Department to the Tariff of Fees & Charges By-law to include the following addition to Section #25:

	Office Hour	Out of Office Hour
40 Yard Bin Switch		
	\$115.00	\$250.00
Haul Contractor Bin to KAL		
	\$215.00	\$315.00

;and further

That three readings be given to a new comprehensive Tariff of Fees and Charges By-law for this purpose; and further

That By-law #121-2013 be hereby repealed.

**Recommendation Approved** (Resolution & by-law).

### 10.3. CIF Project #413 Compaction Trailer Grant

That Council of the City of Kenora give three readings to a bylaw to execute an agreement with Waste Diversion Ontario (WDO) and Stewardship Ontario for funding under the Continuous Improvement Fund (CIF) in the amount of \$90,000.00 plus HST representing

provincial contributions under the Blue Box Program Plan for the purchase of a Compaction Trailer for the Transfer Station; and further

That the Mayor and Clerk be authorized to execute all related documents.

**Recommendation Approved** (Resolution & by-law).

#### **10.4. LAS Fuel Procurement Program**

That the Council of the City of Kenora hereby approves Kenora's participation in the LAS Fuel Procurement Program, supported by the Association of Municipalities of Ontario (AMO), for reduced fuel costs; and further

That the Council of the City of Kenora give three readings to a bylaw to execute an agreement with the LAS Fuel Procurement Program for the purchase and management of municipal fuel and lubricant purchases; and further

That the Mayor and Clerk be authorized to execute all related documents.

**Recommendation Approved** (Resolution & by-law).

#### **10.5. Multi-Year Governance Agreement for Joint Transit Procurement**

That Council hereby authorizes the Mayor and Clerk to enter into a five (5) year Multi-Year Governance Agreement for Joint Transit Procurement between the Corporation of the City of Kenora and Metrolinx, effective December 1, 2013 for a five (5) year term, ending December 1, 2018; and further

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

**Recommendation Approved** (Resolution & by-law).

#### **10.6. Rename Street Artillery Way**

That in recognition of the continued positive impact that 116 Independent Field Battery has in the community, the Council of the City of Kenora hereby renames a portion of road locally known as Eleventh Avenue North, described as PT BLK H PLAN 158 DES PART 1 23R-8059 PCL 39 184, to 'Artillery Way'; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to adopt a by-law at its December 17 Council Meeting, renaming the above described portion of road to 'Artillery Way'.

**Recommendation Approved** (Resolution & by-law).

#### **10.7. Snow By-law**

That Council of the City of Kenora hereby adopts the following By-law "Being a By-Law to Regulate the Depositing of Snow and Ice from Privately Owned Property onto City Owned or City Maintained Sidewalks and Road Allowances", as attached hereto; and further

That Council give three readings to a by-law for this purpose.

**Recommendation Approved** (Resolution & by-law).

Discussion:

**Discussion:**

It was suggested that the wording of this by-law could include provisions for residents allowing water to drain onto public roadways causing safety concerns for other residents. Bylaw will be amended to reflect this for passing.

#### **10.8. Traffic By-law Amendment No Parking First Street South**

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law # 127-2001 to include the addition to Schedule "B" - No Parking Area – Tow Away Zones as set out in Richard Perchuk's December 2, 2013 Committee Report; and further

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

**Recommendation Approved** (Resolution & by-law).

#### **10.9. Water Wastewater Systems Monthly Summary October 2013**

That Council of the City of Kenora hereby accepts the October 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.

**Recommendation Approved.**

### **11. Property & Planning Reports**

#### **11.1. Kenora Airport Development Strategy**

That Council of the City of Kenora approve the submission of a request for funding to the Ministry of Northern Development & Mines' Northern Communities Investment Readiness Initiative (NCIR) for the completion of an Airport Development Strategy on behalf of the Kenora Airport Authority.

**Recommendation Approved.**

**11.2. Application for Variance to Discharge of Firearms By-law**

That Council of the City of Kenora hereby amends the Discharge of Firearms By-law Number 148-2010 by adding into Section 5. General Exemption, Jeff Rose, while providing private animal capture/relocation/dispatching services, in order to euthanize wounded animals; and further

That the amending by-law be adopted after receipt of a criminal record check, proof of all required licenses/permits and a certificate of insurance naming the City of Kenora harmless, and with the proviso that a copy of the By-law is carried by Jeff Rose at all times, in the course of his mandate.

**Recommendation Approved** (Resolution & by-law).

**11.3. Lease Renewal Keewatin Public Works Garage-Units A & C**

That the Council of the Corporation of the City of Kenora gives three readings to a by-law to authorize the execution of a lease agreement between the City of Kenora and K C Refrigeration for the period January 1, 2014 to December 31, 2015 for the land described as Keewatin Public Works Garage Part 1, PLC126 Plan 23RR6726, 23R4158; Unit A; and further

That the Council of the Corporation of the City of Kenora gives three readings to a by-law to authorize the execution of a lease agreement between the City of Kenora and K C Refrigeration for the period January 1, 2014 to December 31, 2015 for land described as Keewatin Public Works Garage Part 1, PLC126 Plan 23RR6726, 23R4158; Unit C; and further

That the Mayor and Clerk be authorized to enter into the agreements for the extension of the lease agreements.

**Recommendation Approved** (Resolution & by-law).

**12. Other**

N/A

**13. Date of Next Meeting**

Tuesday, January 14, 2014

#### **14. Adjourn to In-Camera Meeting**

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

That this meeting now be adjourned at 12:45 p.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) Disposition of Land (1 item)  
Personal Matters about an Identifiable Individual (3 items)**

That in accordance with Section 13.11 of Procedural By-law #90-2013, Committee hereby gives unanimous consent of the members present to continue meeting, if required, beyond the three hour curfew of 1:00 p.m. until the established agenda is completed.

#### **15. Reconvene to Open Meeting**

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

That this meeting be now declared closed at 1:20 p.m.; and further

That Committee reconvenes to the Open Meeting with the following direction/reports from its Closed Session:

**Personal Matter about an Identifiable Individual:-**

**a) Appointment to Lake of the Woods Development Commission**

**Recommendation:**

That Council of the City of Kenora hereby appoints Ron Sabourin as a Director of the Lake of the Woods Development Commission; and further

That Council of the City of Kenora hereby appoints Lynn Moffatt as a Director of the Lake of the Woods Development Commission.

**Recommendation Approved.**

#### **16. Close Meeting**

Meeting closed at 1:21 p.m.