



## **MINUTES**

### **City of Kenora**

### **Committee of the Whole of Council**

**Date:** October 8, 2013  
**Time:** 9:00 am  
**Location:** City Hall Council Chambers

**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  
Colleen Neil, Recreation Services Manager  
Charlotte Caron, Property & Planning Manager  
Lauren D'Argis, Corporate Services Manager  
Heather Kasprick, Deputy Clerk  
Heather Lajeunesse, Deputy Clerk  
Jennifer Findlay, Economic Development Officer

---

#### **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 October 15, 2013 meeting:-

-Council will amend the Operating and Capital Budgets for the Lake of the Woods Museum in the amount of \$4,224

-Council will adopt a new Tariff of Fees and Charges By-law

-Council will amend the Operating Budget in the amount of \$16,900 for the cost of a boiler for the Keewatin Memorial Arena

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

## **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 declared pecuniary interest as it relates to agenda items 6.1 and 6.6 regarding Financial Statements Report and Various Committee Minutes as his spouse is a member of the Kenora Police Services Board and receives remuneration

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

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

That the Minutes from the last regular Committee of the Whole Meeting held Tuesday, September 10, 2013 be confirmed as written and filed.

## **4. Presentations**

There were no presentations.

## **5. Deputations**

### **5.1 LOWDC - Tourism Sector Profile**

Jennifer Findlay and members of the Lake of the Woods Development Commission gave a presentation on the Kenora Tourism Sector Profile. This profile is the second in a series of profile projects, the first being the Forestry Sector Profile. The Tourism Sector Profile will be used as a marketing tool for the City to attract businesses to Kenora, specifically boating related businesses. The Profile creates a picture of Kenora's existing tourism sector and provides data and information for investors, as well as information about the support and resources that are available to them. This Profile is made possible by funding provided by the Ministry of Tourism, Culture and Sport.

### **5.2 BIZ - Hanging Baskets**

Audrey Manzie presented on behalf of the Kenora BIZ regarding the Hanging Basket Program. BIZ has received much support for the program over the past couple years. Businesses are beginning to animate and beautify their store fronts. BIZ provides a fifty dollar rebate for any downtown business that displays a blooming basket. This is the second year for this program and any funds left they would like to encourage businesses to invest towards their Christmas storefront beautification program. The Kenora Hospitality Alliance would like to partner with BIZ by contributing \$3500 towards a black Friday event for Christmas shopping locally this year. BIZ is extremely proud of the downtown businesses participation in beautification of their storefronts.

### **5.3 BIZ - Increase to Levy**

This deputation was withdrawn.

## **6. Business Administration Reports**

### **6.1 August Financial Statements**

#### **Recommendation:**

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

**Recommendation Approved.**

### **6.2 IT Service Agreement**

#### **Recommendation:**

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.

**Recommendation Approved.** (resolution and by-law)

### **6.3 Museum Budget Amendment**

#### **Recommendation:**

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.

**Recommendation Approved.** (resolution and by-law)

### **6.4 New Tariff of Fees Charges**

#### **Recommendation:**

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.

**Recommendation Approved.** (resolution and by-law)

### **6.5 NW Business Centre Q3 2013**

**Recommendation:**

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

**Recommendation Approved.**

### **6.6 Various Committee Minutes**

**Recommendation:**

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.

**Recommendation Approved.**

## **7. Community Services Reports**

### **7.1 KMA Boiler 2013 Budget Amendment**

**Recommendation:**

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.

**Recommendation Approved.** (resolution and by-law)

### **7.2 KRC Concession Agreement 2013**

**Recommendation:**

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 2013-2014 ice season for the Kenora Recreation Centre Concession; and further

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

**Recommendation Approved.** (resolution and by-law)

## **8. Economic Development Reports**

### **8.1 MOU with LOW Development Commission**

**Recommendation:**

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.

**Recommendation Approved.** (resolution and by-law)

## **9. Emergency Services Reports**

There were no reports.

## **10. Operations Reports**

### **10.1 Tank Truck Water Delivery Rate Increase 2014**

#### **Recommendation:**

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 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.

**Recommendation Approved.** (resolution and by-law)

### **10.2 Traffic By-Law Amendment Barrier Free Parking Bay St Main St**

#### **Recommendation:**

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.

**Recommendation Approved.** (resolution and by-law)

### **10.3 Water Wastewater Systems Monthly Summary August 2013**

#### **Recommendation:**

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.

**Recommendation Approved.**

## **11. Other**

A new item was introduced due to the urgency of the application:

### **Rural Infrastructure Funding Program**

#### **Recommendation:**

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 agree 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.

#### **Recommendation Approved.**

Mayor Canfield read the following proclamations:

**11.1 Proclamation - Community Foundation Week** (November 1 – 8)

**11.2 Proclamation - European Heritage Week** (October 14 – 20)

**11.3 Proclamation - Local Government Week** (October 20 – 26)

## **12. Date of Next Meeting**

Tuesday, November 12, 2013 at 9:00 a.m.

## **13. Adjourn to Property and Planning Meeting**

At 9:58 a.m. the meeting adjourned and following a short break, reconvened in the Property and Planning Committee Meeting.