



MINUTES

**Of a Meeting of the Council of the City of Kenora
Tuesday, June 24, 2014 – City Council Chambers
12:00 p.m.**

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

**Regrets: Councillor R. McKay, Councillor R. McMillan**

**Staff:** Karen Brown, CAO, Sharen McDowall, HR Manager, Warren Brinkman, Emergency Services Manager, Colleen Neil, Recreation Services Manager, Lauren D'Argis, Corporate Services Manager, Charlotte Caron, Property & Planning Manager, and Heather Lajeunesse, Deputy Clerk.

## **Call to Order**

**Mayor Canfield called the meeting to order and Councillor Roussin 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 today's meeting:-

-Council will amend the 2014 Capital Budget to authorize \$150,000 additional allocation to be funded through the Water and Sewer Reserve for purchase and installation of generators

-Council will amend the 2014 Operating Budget to authorize \$60,120 additional allocation to be funded through the Roads Reserve for guide rail repair/replacement

-Cemetery Rules and Regulations shall be amended

## **Confirmation of Minutes**

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

That the following Minutes of the Council of the City of Kenora be adopted as circulated:-

- Regular Council Meeting held May 20, 2014
- Special Council Meeting held June 2, 2014

### **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 Today's Agenda or from a previous Meeting
- ii) From a Meeting at which a Member was not in Attendance.

**There were none declared.**

### **Presentations**

There were no presentations.

### **Deputations**

There were no deputations.

### **1,000 Officers Partnership Program Agreement**

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

That Council gives three readings to a by-law to authorize the execution of an agreement between the Minister of Community Safety and Correctional Services, the City of Kenora, and the Kenora Police Services Board with respect to the Safer Communities – 1,000 Officers Partnership Program; and further

That the CAO be authorized to execute the agreement for this purpose.

### **Additional GIS Aerial Photo Services**

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

That Council approves the additional purchase of services totaling \$26,728 from Aeroquest Mapcon by way of contract extension.

### **April 2014 Financial Statements**

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

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as of April 30, 2014.

### **Community Policing Partnership Program Agreement**

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

That Council gives three readings to a by-law to authorize the execution of an agreement between the Minister of Community Safety and Correctional Services and the City of Kenora with respect to the Community Policing Partnerships (CPP) Program; and further

That the CAO be authorized to execute this agreement.

### **Election Signs By-Law**

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

That Council gives three readings to a by-law to regulate election signs in the City of Kenora.

### **Attendance Support Program Policy**

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

That Council hereby approves the new City of Kenora Attendance Support Program Policy # HR-2-24; and further

That Council gives three readings to a by-law to amend the Comprehensive Policy Manual for this purpose.

### **NWBC Starter Company Agreement**

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

That Council gives three readings to a by-law to authorize the execution of an agreement between the Minister of Economic Development, Trade and Employment and the Northwest Business Centre for the provision of a Starter Company Program; and further

That the CAO be authorized to execute this agreement.

### **2014 Budget Matters – Ontario Regulation 284/09**

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

That Council hereby adopts the report dated June 6, 2014 related to the 2014 Budget Matters as required under the Municipal Act, 2001, Ontario Regulation 284/09.

### **Ottawa W Generators Budget Amendment**

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

That Council hereby approves an additional allocation of \$150,000 to be funded through the Water & Sewer Reserve for the purchase and installation of four Ottawa W Generators; and

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2014 Capital Budget at its June 24, 2014 meeting to withdraw funds from the Water & Sewer Reserve in the amount of \$150,000 to offset the cost of this purchase; and further

That Council give three readings to a by-law to amend the 2014 budget for this purpose.

### **Corporate Policy for Reserves**

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

That Council hereby approves the newly created Reserve Policy #CS-4-4; and further

That Council give three readings to a bylaw to amend the Comprehensive Policy Manual for this purpose.

### **Kenora Canada Day Committee Support**

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

That Council of the City of Kenora hereby supports the 2014 Kenora Canada Day Committee's request to name the City of Kenora as a sponsor in their application for funds through the Kenora & Lake of the Woods Regional Community Foundation.

### **Coney Island Music Festival Support**

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

That Council of the City of Kenora hereby supports the Coney Island Music Festival's request to name the City of Kenora as a sponsor in their application for funds through the Kenora & Lake of the Woods Regional Community Foundation for support of the 2014 festival.

### **Kenora Rowing Club Support**

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

That Council of the City of Kenora supports the Kenora Rowing Club's request to name the City of Kenora as a sponsor in their application for funds through the Kenora & Lake of the Woods Regional Community Foundation for equipment replacement to encourage youth introductory rowing and to increase the club's visibility.

### **Section 357 Cancellation and Refund of Taxes**

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

That Council hereby approves the Section 357 tax adjustments with potential refunds totaling \$5,494.33.

### **Various Committee Minutes**

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

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

- January 22, February 19, April 2 & 28 – Kenora Public Library Board
- March 20 & April 17 – Heritage Kenora
- April 17 & May 21 – Environmental Advisory Committee
- May 5 – Event Centre Committee
- May 6 – Kenora Urban Trails Committee

- May 13 – Committee of the Whole
- May 20 – Community Policing Committee
- May 22 – Lake of the Woods Museum Board; and

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

- April 15 – Planning Advisory Committee
- April 30 – Northwestern Health Unit Board of Health; and further

That these Minutes be circulated and ordered filed.

### **Keewatin Curling Club Lease/Agreement**

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

That Council hereby authorizes the Mayor and Clerk to enter into an agreement between the Corporation of the City of Kenora and Keewatin Curling Club, effective June 24, 2014; and further

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

### **Kenora Rec Centre & Keewatin Memorial Arena Concession Agreements**

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

That the following responses to the request for proposals for food and beverage services for the Kenora Recreation Centre be received:

Jennifer Schott      \$25.00 per operational day  
One year term

Kyla Garrow            \$500.00 per month for ice season  
\$45.00 per operational day beyond ice season  
Three year term; and

That Council of the City of Kenora gives three readings to a bylaw authorizing an agreement between the City of Kenora and Kyla Garrow for the purpose of Food and Beverages Services at the Kenora Recreation Centre for the term of October 1, 2014 to April 30, 2017; and

That the sole respondent to the request for proposal for food and beverage services for the Keewatin Memorial Arena be received:

Wendy Brolly Andersen    \$150.00 (132.74+17.26 HST) per month for ice season  
\$25.00 per operational day beyond ice season  
Three Year Term; and

That Council of the City of Kenora gives three readings to a bylaw authorizing an agreement between the City of Kenora and Wendy Brolly Andersen for the purpose of Food and Beverages Services at the Keewatin Memorial Arena for the term of September 1, 2014 to April 30, 2017; and further

That the Mayor and City Clerk be hereby authorized to execute the agreements.

## **2014 Rowing Regatta Events**

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

That Council of the City of Kenora hereby acknowledges the following events scheduled on Rabbit Lake in 2014:

- The Mantario Rowdown to be held July 5 & 6
- The Kenora Rowing Club Tops & Bottoms Regatta to be held July 26, 2014
- The Northwest International Rowing Association Regatta to be held August 8 & 9; and further

That the following approvals be granted as outlined below in conjunction with these events:

1. A variance be granted for the motor size on Rabbit Lake as set out by By-law Number 153-2005 (as there is a need to operate 25-50 h.p. motors to keep up to the racing boats to ensure their safety on the water for some of the events).
2. The event buoys to be placed in the water two to three (2-3) days prior to the event, to be removed the following week by the Kenora Rowing Club.

**Discussion:** It was suggested and agreed that the event buoys would be placed just once, two to three days prior to the first event, and remain in place for the duration of the events and removed within two to three days following the final event.

## **Brand Leadership Team Advertising Spending**

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

That Council of the City of Kenora hereby approves the Brand Leadership Team's request to spend \$6,310.00 in unmatched dollars to promote the Brand within Kenora to highlight the activities of the community in relation to the Brand and to encourage greater local buy-in.

## **Municipal Road Guide Repair or Replacement**

### **21. Moved by S. Smith, Seconded by L. Roussin & Carried:-**

That Council hereby approves an additional allocation of \$60,120.00, plus HST, to be funded through the Road Reserve for the repair or replacement of sections of steel beam guide rail at five (5) locations on municipal roads; and

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2014 Operating Budget at its June 24, 2014 meeting to withdraw funds from the Road Reserve in the amount of \$60,120.00, plus HST to offset the cost of this purchase; and

That Council give three readings to a by-law to amend the 2014 budget for this purpose; and

That the only quotation submitted by Moncrief Construction Ltd., Kenora, Ontario, in the amount of \$60,120.00 (HST extra), be received;

Moncrief Construction Ltd. \$ 60,120.00; and further

That the quotation submitted by Moncrief Construction Ltd., Kenora, Ontario, to complete the works, be accepted.

**Traffic By-law Amendment – No Parking Tow Away Zone – Ottawa St  
22. Moved by L. Roussin, Seconded by C. Gallivan & Carried:-**

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law Number 127-2001 to include changes to Schedule "B" No Parking -Tow Away Zones for Ottawa Street to Rockcliffe Road at West Bay Road, as set out in Richard Perchuk's May 30<sup>th</sup>, 2014 Committee Report; and further

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

**Traffic By-law Amendment – Four Way Stop – 1<sup>st</sup> St S & 6<sup>th</sup> Ave S  
23. Moved by L. Roussin, Seconded by C. Gallivan & Carried:-**

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law Number 127-2001 to include changes to Schedule "O" – Stop Signs at Intersections for First Street South at Sixth Avenue South, as set out in Richard Perchuk's May 26, 2014 Committee Report; and further

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

**Traffic By-law Amendment – Lakeview Dr – Farmers' Market  
24. Moved by S. Smith, Seconded by C. Gallivan & Carried:-**

That Council hereby approves an amendment to the City of Kenora Traffic Regulation By-law to allow parking along the south side of Lakeview Drive on the paved shoulder along the greenbelt from 190 metres west of the Roundabout, westerly for 250 metres; and

That the City of Kenora Traffic Regulation By-law Number 127-2001 be amended to include changes to Schedule "C" Limited/Restricted Parking and to Schedule "B" No Parking-Tow Away Zones, as set out in Richard Perchuk's May 30, 2014 Committee Report; and

That three readings be given to an amending by-law for this purpose; and further

That this amendment be effective June 24<sup>th</sup>, 2014 up to and including October 31<sup>st</sup>, 2014.

**Traffic By-law Amendment – Rate of Speed – Carlton Rd**  
**25. Moved by S. Smith, Seconded by C. Gallivan & Carried:-**

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law Number 127-2001 to include changes to Schedule "T" – Rate of Speed for Carlton Road, as set out in Richard Perchuk's May 28, 2014 Committee Report; and further

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

**Traffic By-law Amendment – Stop Sign – Sweeney Rd & Herbacz Rd**  
**26. Moved by L. Roussin, 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 "O" – Stop Signs at Intersections for Sweeney Road at Herbacz Road, as set out in Richard Perchuk's May 27, 2014 Committee Report; and further

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

**Water Wastewater Systems Monthly Report**  
**27. Moved by L. Roussin, Seconded by C. Gallivan & Carried:-**

That Council of the City of Kenora hereby accepts the April 2014 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.

**Cemetery Rules and Regulations Revisions**  
**28. Moved by L. Roussin, Seconded by R. Lunny & Carried:-**

That Council of the City of Kenora gives three readings to a by-law to approve the revised Rules and Regulations for the Care and Control of the Lake of the Woods Cemetery; and

That the by-law will come into effect and come into force upon approval of the Ministry of Consumer Services; and further

That By-law Number 206-2010 be hereby repealed.

**Agreement of Purchase and Sale – Stevenson Construction**  
**29. Moved by R. Lunny, Seconded by S. Smith & Carried:-**

That Council of the Corporation of the City of Kenora gives three readings to a by-law to authorize the Mayor and Clerk to enter into an agreement of purchase and sale of property described as Parts 1-5 on Plan 23R – for purchase to at the price of



\$160,749.60 (\$117,312.75 cash + property at Mount Evergreen \$43,436.85) + any applicable taxes, with Shaun D. Stevenson Construction Ltd.; and

That the sale is conditional upon the purchaser providing a financial security, in the amount of \$10,000, repayable upon completion of a structure to house a light industrial use being constructed on the lands, on or before August 31, 2015; and

That the City of Kenora agrees to lease the lands/building described as 114 Mt. Evergreen Road, CON 6J PT LOC 263 PLAN EB1298 DES RP 23R3408 PART 2 for \$1, for a one year period, with the lessee being responsible for all hydro/telephone/utility costs; and further

That the City and the purchaser will jointly share all costs associated with the purchase/sale including survey and registration and fees.

**Kenora Energy Conservation and Demand Management Plan  
30. Moved by R. Lunny, Seconded by L. Roussin & Carried:-**

That Council of the City of Kenora supports the Energy Conservation and Demand Management Plan; and further

That a declaration of commitment to the Plan be hereby signed by the Mayor and CAO on behalf of the City's commitment to responsible Energy Conservation and Demand Management.

**Canadian Red Cross Lease Renewal – 1008 Ottawa St  
31. Moved by L. Roussin, Seconded by R. Lunny & Carried:-**

That Council give three readings to a by-law to authorize the execution of a two year lease agreement with the Canadian Red Cross for municipal property located 1008 Ottawa Street (Unit A); and further

That the Mayor and City Clerk be hereby authorized to execute the agreement.

**Traffic By-law Amendment – No Parking/Meter–Wolsley St & Ocean Ave  
32. Moved by L. Roussin, 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 "B" – No Parking Area – Tow Away Zones for Ocean Avenue and Schedule "G" Parking Meter Zones on Wolsley St and Ocean Ave as set out in this Report; and further

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

**Traffic By-law Amendment – No Parking – Third Ave S & Lakeside Cr  
33. Moved by S. Smith, Seconded by L. Roussin & Carried:-**

That Council authorizes an amendment to the City of Kenora Traffic Regulation By-law Number 127-2001 to include changes to Schedule "B" – No Parking Area – Tow Away Zones for Third Ave S and Lakeside Crescent as set out in this Report; and further

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

**Transfer of Municipal Property – Schmidt & Hosegood  
34. Moved by S. Smith, Seconded by L. Roussin & Carried:-**

That the Council of the City of Kenora hereby declares property abutting 27 Riverside Drive, PLAN M133 LOT 2 PCL 31547 and 39 Riverside Drive PLAN M133 LOT 1 PCL 30401 as surplus to the needs of the municipality; and

That the purchasers must make application to purchase the lands; and

That the survey instructions will be issued by the City of Kenora; and

That in accordance with the Notice By-law, arrangements be made to advertise the sale of the subject lands for a two week period; and further

That once the advertising process has been completed, Council give three readings to a by-law to authorize the sale of land to Rudolph P. Schmidt (27 Riverside Drive) and Robert John Hosegood (39 Riverside Drive) being the property owners, as a lot addition (consolidation via merger agreement) at the appraised value as established by Century 21 – Reynard Real Estate, plus survey and all other associated costs, transfer to Schmidt to be conditional upon the municipal property and Lot 2 Plan M 133 being tidied to a standard acceptable to the City of Kenora.

**Transfer of Municipal Property - Carlson  
35. Moved by L. Roussin, Seconded by S. Smith & Carried:-**

That the Council of the City of Kenora hereby declares property abutting 1914 Ninth Street N, CON 5J PT LOC 265P PLAN M102 LOTS 108 AND LOT 109, as surplus to the needs of the municipality; and

That the purchaser must make application to purchase the lands; and

That the survey instructions will be issued by the City of Kenora; and

That in accordance with the Notice By-law, arrangements be made to advertise the sale of the subject lands for a two week period; and further

That once the advertising process has been completed, Council give three readings to a by-law to authorize the sale of land to Robert Alfred Carlson and Gweneth Eileen Carlson being the property owner, as a lot addition (consolidation via merger agreement) at the appraised value as established by Century 21 – Reynard Real Estate,

plus survey and all other associated costs, conditional upon access to the consolidated property being via the existing driveway on Ninth Street North.

### **Town Island – B’Nai Brith Offer Property Purchase**

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

That Council hereby directs administration to schedule a special Council meeting during the week of June 30<sup>th</sup> for Council to consider an offer received from B’Nai Brith Camp to purchase 30 acres of land, representing the campground area property on Town Island.

Councillor Roussin read today’s media release “City Considers the Sale of a Portion of Town Island” attached hereto and forming part of the minutes

**Discussion:** There was discussion of the information in the media release regarding the remaining acreage amount. It is believed that the amount noted, 186 acres remaining, is information from an older file. It was mentioned that since the purchase of the shore allowance several years ago the total property is closer to 225 acres which will leave approximately 195 remaining to be transferred to the Lands for Life program with the Ministry of Natural Resources. The acreage will be confirmed and updated and an amended media release will go out.

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

#### **37. Moved by C. Gallivan, Seconded by S. Smith & 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:~

- #86-2014** - To confirm the proceedings of Council
- #87-2014** - To enter into an agreement for 1,000 Officers Program
- #88-2014** - To enter into an agreement for Community Policing Program
- #89-2014** - To adopt an Election Sign By-law
- #90-2014** - To approve an Attendance Support Program Policy
- #91-2014** - To enter into an agreement for NWBC Starter Company
- #92-2014** - To amend the 2014 Capital Budget (generators)
- #93-2014** - To adopt a Reserve Policy
- #94-2014** - To enter into a lease agreement with Keewatin Curling Club
- #95-2014** - To enter into a lease agreement for Kenora Rec Centre concession
- #96-2014** - To enter into a lease agreement for Keewatin Arena concession
- #97-2014** - To amend the 2014 Operating Budget
- #98-2014** - To amend Traffic By-law #127-2001 (No Parking-Ottawa St)
- #99-2014** - To amend Traffic By-law #127-2001 (4-way Stop-1<sup>st</sup> St S/6<sup>th</sup> Ave S)
- #100-2014** - To amend Traffic By-law #127-2001 (Lakeview Dr-Farmers’ Market)
- #101-2014** - To amend Traffic By-law #127-2001 (Rate of Speed-Carlton Rd)
- #102-2014** - To amend Traffic By-law #127-2001 (Stop-Sweeney Rd/Herbacz Rd)
- #103-2014** - To amend Cemetery Rules and Regulations
- #104-2014** - To enter into an Agreement of Purchase and Sale (Stevenson)
- #105-2014** - To enter into a lease agreement (Canadian Red Cross)
- #106-2014** - To amend Traffic By-law #127-2001 (No Park/Meter-Wolsley/Ocean)
- #107-2014** - To amend Traffic By-law #127-2001 (No Park-3<sup>rd</sup> St S/Lakeside Cr)

**Announcements**

The following was highlighted:

~Kenora Arts Fest – June 27 to July 6 – opening ceremony and unveiling of Muskies on Main will take place on June 27<sup>th</sup> at 4:00 p.m. at Memorial Park

~AMO Conference – August 17 – 20 - July 11 is the deadline for submissions for delegates

~Northern Policy Institute Open House is this evening at 5:00 p.m. at the Lakeside Inn

**Close of Meeting**

**38. Moved by L. Roussin, Seconded by S. Smith & Carried:-**

That this meeting be now declared closed at 12:44 p.m.

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

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

**Of.....2014**

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**Mayor**

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**City Clerk**