



MINUTES

**Of a Meeting of the Council of the City of Kenora
Tuesday, March 18, 2014 – City Council Chambers
12:00 p.m.**

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

**Regrets: Councillor L. Roussin**

**Staff:** Karen Brown, CAO, Warren Brinkman, Fire & Emergency Services Manager, Rick Perchuk, Operations Manager, Colleen Neil, Recreation Services Manager, Sharen McDowall, HR Manager, Lauren D'Argis, Corporate Services Manager, Charlotte Caron, Property & Planning Manager, Joanne L. McMillin, City Clerk, Heather Kasprick, Deputy Clerk and Heather Lajeunesse, Deputy Clerk.

## **Call to Order**

**Mayor Canfield called the meeting to order and Councillor Smith 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:-

- **An amendment to Taxi By-law #13-2013 to authorize a Fare Increase of 3% effective April 1, 2014, with subsequent 3% increases effective April 1, 2016 and April 1, 2018.**

## **Confirmation of Minutes**

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

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

- Regular Council Meeting held February 18, 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.

Councillor McMillan made a Declaration referring to Motion number 6 and Motion number 13 on today's agenda as it pertains to the Kenora Police Services Board, to which his spouse is a Member, and receives remuneration.

### **Presentations**

N/A

### **Deputations**

N/A

### **Appointment to the Kenora Municipal Non-Profit Housing Board**

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

That further to the resignation of Joan Schelske on October 18, 2013, Council hereby appoints Dean Barclay to the Kenora Municipal Non-Profit Housing Board with a term at the pleasure of Council but not to exceed November 30, 2014.

### **Appointment to the Kenora Community Policing Committee**

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

That Council of the City of Kenora hereby appoints OPP Constable Laurie Harkof to the Kenora Community Policing Committee to replace Constable Dave Cain as the one voting Member representing the Ontario Provincial Police in keeping with the Committee's Terms of Reference By-law Number 68-2011; and further

That the term of this appointment shall be at the pleasure of Council but not to exceed November 30, 2014.

### **Attendances at N.O.M.A. AGM**

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

That authorization is hereby given for the following Members of Council to attend the 2014 Northwestern Ontario Municipal Association (NOMA) Annual General Meeting taking place in Fort Frances, April 23, 24 & 25, 2014:-

Councillor Lunny  
Councillor McMillan  
Councillor Smith; and further

That all eligible expenses in accordance with Council's Travel & Per Diem Policy be hereby authorized.

### **Extension of Contract – Closed Meeting Investigator**

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

That Council give three readings to a by-law to authorize an extension to the contract agreement between the City of Kenora and Paul S. Heayn for Closed Meeting Investigator Services; and further

That this extension shall be in effect as of January 1, 2014 to and including December 31, 2014 under the same terms and conditions as set out in the contract authorized by Kenora's By-law Number 69-2011.

### **Section 284 Remuneration Reports**

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

That Council receive the reports prepared by Charlotte Edie, Treasurer dated March 3, 2014 as required under Section 284 of The Municipal Act, 2001, as amended, setting out the Annual Statement of Remuneration and Expenditures for Members of Council in accordance with Remuneration By-law #48-2013.

#### **ABSTENTION: Councillor McMillan**

### **Municipal Election Agreements**

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

That Council gives three readings to the following by-laws in preparation for the upcoming Municipal Elections:

- i) To authorize the execution of an Addendum to the existing Memorandum of Understanding with Comprint Systems Incorporated (Datafix) for Municipal VoterView Services in conjunction with the 2014 Municipal Election;
- ii) To authorize the execution of a contract with ScytI Canada Inc. for services of telephone/internet voting provider for the 2014 Municipal Election.

### **Kenora Substance Abuse Mental Health Task Force**

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

That Council of the City of Kenora hereby supports the request of the Kenora Substance Abuse Mental Health Task Force (the Task Force) to name the City of Kenora as a sponsor in their application for funding in the amount of \$3,500.00 from the Kenora and Lake of the Woods Regional Community Foundation to purchase communications materials.

### **Long Term Plan to address Housing Decline**

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

That further to the Council of the City of Kenora being advised that federal funding for housing is declining and the government currently appears to be exiting the long term commitment to address the housing needs in Canada, authorization is hereby given for Mayor Canfield to forward a letter to the Honourable Jason Kenney, Minister of Employment and Social Development imploring the federal government to work on a long term plan immediately with provincial/territorial Housing Ministers to address the need for housing across the country; and further

That a copy of the Mayor's letter be forwarded to the Honourable Linda Jeffrey, Minister of Municipal Affairs and Housing, Greg Rickford, MP, Sarah Campbell, MPP and the Kenora District Services Board.

**Letter of Support - 2015 Men's Provincial Curling Championships**  
**10. Moved by R. McMillan, Seconded by R. Lunny & Carried:-**

That the Council of the Corporation of the City of Kenora hereby extends its support to the Kenora Curling Club in its application to host the Northern Ontario Travelers Insurance Men's Provincial Curling Championships taking place between February 4 and February 8, 2015 and recognizes this is a great event for both our community and the Kenora Curling Club; and further

That a letter of support be forwarded from the Mayor's Office for this purpose and wishing every success to the Organizing Committee in securing the bid for this event to be held in Kenora in February, 2015.

**Endorsation of Resolution - Town of Arnprior – Electricity Rates**  
**11. Moved by R. Lunny, Seconded by S. Smith & Carried:-**

That Council of the Corporation of the City of Kenora hereby supports and endorses in principle the resolution received by the Town of Arnprior, a copy of which is attached to the February 27 report of the City Clerk, urging the Province of Ontario to ensure electricity rates both in the short and long-term allowing businesses to remain competitive and the vulnerable residents of our communities in Ontario are not overburdened by ever-increasing electricity rates; and

That Council urges the Ontario Energy Board in the strongest possible way not to approve any further rate increases specific to the cost of power and the global adjustment portions of the electricity billing; and further

That a copy of this resolution be forwarded to the Premier of Ontario, the Minister of Energy and Infrastructure, the Ontario Energy Board, the Ontario Power Authority, the Association of Municipalities of Ontario, Sarah Campbell, MPP and the Town of Arnprior.

**Taxi By-law Amendment – Fare Increase**  
**12. Moved by R. Lunny, Seconded by C. Gallivan & Carried:-**

That Council give three readings to a by-law to amend Schedule "B" to Comprehensive Taxi By-law Number 13-2013 to reflect a 3% fare increase effective April 1, 2014; and

That this amendment also include provision for two supplementary increases effective April, 2016 and April, 2018; and

That two new sections be added to the Taxi By-law by amending Section 8 to include subsection 8.24, a provision that requires Taxi Drivers to display their Photo ID in their vehicle, and by amending Section 10 to include subsection 10.10, a provision that requires Taxi Drivers to post the approved rates and fares as set out in this amendment to By-law Number 13-2013; and

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 March 18 meeting, approving a 3% increase to taxi rates; and further

That these amendments to By-law Number 13-2013 shall take effect and come into force on April 1, 2014.

### **Various Committee Minutes**

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

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

- February 4 - Event Centre Committee
- February 14 - Committee of the Whole and Property & Planning
- February 18 - Kenora Community Policing Committee

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

- August 2012 to January 2014 (various minutes) – Brand Leadership Team
- January 17 - Northwestern Health Unit Board of Health
- January 21 & February 18 - Planning Advisory Committee
- January 29 - Kenora Police Services Board
- January 30 - District of Kenora Home for the Aged Board of Management
- February 18 - Kenora Urban Trails Committee; and further

That these Minutes be circulated and ordered filed.

#### **ABSTENTION: Councillor McMillan**

### **Letter of Support – Seven Generations Education Institute**

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

That Council authorizes the Mayor to sign a letter of support on behalf of the City of Kenora to Seven Generations Education Institute for the Manidoo Baawaatig campus improvements in Kenora.

### **Kenora Arts Project – Ministry of Tourism, Culture & Sport**

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

That Council hereby authorizes the Mayor and Clerk to enter into an agreement between the Corporation of the City of Kenora and Her Majesty the Queen in Right of Ontario as represented by the Minister of Tourism, Culture and Sport, effective April 1, 2014 for the Kenora Arts Project – Arts Professional Development Initiative; and further

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

## **Common Ground Project – Ministry of Tourism, Culture & Sport**

### **16. 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 Her Majesty the Queen in Right of Ontario as represented by the Minister of Tourism, Culture and Sport, effective April 1, 2014 for the Tunnel Island Common Ground Project; and further

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

## **Fire Dispatch/Control System MOU**

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

That Council of the City of Kenora gives three readings to a by-law to authorize the execution of an agreement between the Corporation of the City of Kenora, Kenora Central Ambulance Communications Centre and the Lake of the Woods District Hospital for provision of a Fire Dispatch/Control System for a five year term commencing on 1 April 2014 and expiring on 31 March 2019; and further

That By-Law Number 202-2010 be repealed.

## **Nomination of Chief Brinkman to Ontario Association of Fire Chiefs**

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

That Council of the City of Kenora supports the Ontario Association of Fire Chiefs' (O AFC) Nominating Committee's nomination of Fire & Emergency Services Manager Warren Brinkman for re-election to the Ontario Association of Fire Chiefs 2014/2015 Board of Directors.

## **Safe Grad 2014 - Grant**

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

That Council of the City of Kenora supports the work of the Kenora Safe Grad Committee towards an all-inclusive, drug/alcohol free, safe celebration of graduation from high school; and further

That a grant in the amount for \$3000.00 be authorized for the use of the Kenora Recreation Centre for this purpose.

## **2013 Summary Report – Kenora Drinking Water System**

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

That the Council of the City of Kenora hereby receives the 2013 Kenora Drinking Water System Summary Report, for the period January 1st, 2013 to December 31st, 2013, as prepared by Biman Paudel, Water and Sewer Supervisor.

## **January 2014 Solid Waste Monthly Summary Report**

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

That Council of the City of Kenora hereby accepts the January 2014 Solid Waste Management Monthly Summary Report, as prepared by Mukesh Pokharel, Solid Waste Supervisor.

## **Amendment to Traffic By-law – Rate of Speed – Hwy 17 East**

### **22. Moved by R. McKay, Seconded by R. McMillan & 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 Whitehead Road to the Highway 17 East City limits as set out in Richard Perchuk's February 27, 2014 Committee Report; and further

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

## **Monthly Water & Wastewater Systems Summary Report**

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

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

## **Amendment to Fence By-law – Delegation of Authority**

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

That Council of the City of Kenora hereby delegates authority to the Manager of Property and Planning, Planning Administrator and Chief Building Official to make decisions on applications for variances to the City of Kenora Fence By-law Number 94-2006 subject to the following:

- The variance request is for either height or type of material being use and;
- The matter is referred to Council a) at the discretion of the aforementioned staff members; b) the applicant requests that the matter be referred to Council or c) a member of Council requests that the matter be referred to Council; and further

That Council give three readings to a by-law to amend By-law Number 94-2006 to reflect this change.

## **Dairy Queen Lease Agreement**

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

That further to Council authorizing By-law Number 15-2014 at its February 18 meeting to enter into a lease agreement for the Dairy Queen Franchise, authorization is hereby given for a housekeeping change to reflect the correct and new company name of the

proponent, with all other aspects of the lease as approved by By-law Number 15-2014 remaining in effect; and

That Council gives three readings to a by-law to enter a lease agreement with P & S Gauthier Enterprises Inc. for a ten (10) year period ending December 31st, 2023 for the purpose of accommodating a Dairy Queen Franchise on property municipally known as 821 Lakeview Drive; and further

That Resolution Number 24 dated February 18, 2014 be rescinded and By-law Number 15-2014 be hereby repealed.

### **Terms of Reference – Planning Advisory Committee**

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

That Council of the City of Kenora approves the Terms of Reference for the City of Kenora Planning Advisory Committee; and

That Council hereby delegates authority to the Kenora Planning Advisory Committee to make decisions under Sections 44(1), 51.2(4) and 54(1) of the Planning Act; and

That Council hereby appoints the Kenora Planning Advisory Committee as the Property Standards Appeal Committee; and further

That Council give three readings to a by-law for this purpose thereby repealing By-law Number 209-2010.

### **Transfer of Lands to Barclay**

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

That the Council of the Corporation of the City of Kenora gives three readings to a by-law to transfer lands described as Parts 1, and 2 23R -12239 to Michael Barclay and Dayna Barclay, as a consolidation with property described as PLAN M56 LOT 95 PCL 32743; and

That the Mayor and Clerk be hereby authorized to execute any and all documents required to complete this transaction; and further

That the Municipal Solicitor is to coordinate this process.

### **Quotations – On-site Lettering at Columbaria Niches**

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

That Council hereby receives the following quotes for on-site lettering of the Columbaria niches located at the Lake of the Woods Cemetery for 2014, 2015 & 2016:

1) M.C. Delandes Monuments & Memorials - First Inscription fee - \$325.00 per niche, 2nd & supplement inscription fee - \$125.00 per niche, plus applicable taxes

2) Quinn & Simpson Co. Ltd. - First inscription fee - \$325.00 per niche, 2nd &



supplement inscription fee - \$186.00 per niche, plus applicable taxes; and further

That the quote from M.C. Delandes Monuments & Memorials in the amount of \$325.00 (primary inscription) and \$125.00 (2nd & supplement inscriptions) on each individual niche (plus applicable taxes) be accepted for a three year term - 2014, 2015 & 2016.

### **RFP's - 2014 Mobile Food Program**

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

That further to a call for proposals for the City's 2014 Mobile Food Program by the Property & Planning Department, Council of the City of Kenora hereby receives the following RFP's submitted for the Kenora Harbourfront:

- Gropp's Country Catering
- Smiling Hounds Holdings Inc. Operating as Ye Old Chip Truck
- Twisted Perogy; and

That in accordance with the Request for Proposal, Council hereby accepts the above three (3) food vendors to operate at the Kenora Harbourfront for the 2014 season; and further

That Council give three readings to the necessary by-laws authorizing the Mayor and Clerk to execute the required contracts for each of the vendors.

### **Tender - Urban Street & Highway Line Marking**

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

That the following tenders for the 2014 Urban Street and Highway Line Marking (plus HST), be received:-

| <b>Line Marking</b>      |               | <b>Hr. Rate</b> | <b>Bike Symbols</b>  |
|--------------------------|---------------|-----------------|----------------------|
| Rite-Way Decorators Ltd  | \$ 123,617.63 | \$ 75.00        | \$ 125.00            |
| North-West Lines         | \$ 99,325.00  | \$ 75.00        | \$ 75.00             |
| Upper Canada Asphalt Inc | \$ 130,014.00 | \$180.00        | \$98.00; and further |

That the tender from North-West Lines, in the amount of \$99,325.00 (plus HST) with an hourly rate of \$75.00 (plus HST) for extra work and a rate of \$75.00 (plus HST) per unit for Bicycle Symbols, be hereby accepted.

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

#### **31. Moved by R. Lunny, Seconded by C. Gallivan & 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:~

- #19-2014 - To confirm the proceedings of Council
- #20-2014 - To extend a contract for Closed Meeting Investigator Services
- #21-2014 - To addend the MOU with Comprint Systems
- #22-2014 - To enter into an agreement with Scytl Canada Inc.

- #23-2014 – To amend Taxi By-law #13-2013
- #24-2014 – To enter into an agreement with the Minister of Tourism, Culture and Sport (Kenora Arts Project)
- #25-2014 – To enter into an agreement with the Minister of Tourism, Culture and Sport (Tunnel Island Common Ground Project)
- #26-2014 – To enter into an agreement for Fire Dispatch/Control System services
- #27-2014 – To amend Traffic By-law #127-2001
- #28-2014 – To enter into a contract for Food Vendor services (Gropp’s)
- #29-2014 – To enter into a contract for Food Vendor services (Smiling Hounds)
- #30-2014 – To enter into a contract for Food Vendor services (Twisted Perogy)
- #31-2014 – To amend Fence By-law #94-2006
- #32-2014 – To enter into a lease agreement with P&S Gauthier Enterprises Inc. (Dairy Queen)
- #33-2014 – To transfer municipal property (Barclay)
- #34-2014 – To approve a Terms of Reference for the Planning Advisory Committee

## **Announcements**

Mayor Canfield read out the following Proclamations recognized for:

- April, 2014: “70<sup>th</sup> Anniversary of Kenora District Festival of the Arts Month”
- April 2, 2014: “World Autism Awareness Day”

The following was highlighted:

~Prior to today’s Council meeting a media announcement was made that River Air was the successful bidder for Confederation College's Float Plane Training Location tender

~City budget discussions are expected to wrap up today and a Special Council meeting will be held soon to pass the budget

~City Strategic Plan Community Survey was launched February 27<sup>th</sup> with 1144 responses to date. First Strategic Planning Session with the public will be held April 1<sup>st</sup> at 7:00 p.m. in the Rec Centre Rotary Room

~Earth Hour is Saturday, March 29 8:30 – 9:30 p.m.

## **Close of Meeting**

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

That this meeting be now declared closed at 12:32 p.m.

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

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

**Of.....2014**

.....  
**Mayor**

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**City Clerk**