



MINUTES
City of Kenora
Committee of the Whole of Council

Tuesday, July 8, 2014
9:00 am
City Hall Council Chambers

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

Staff: Karen Brown, CAO
Rick Perchuk, Operations Manager
Sharen McDowall, HR Manager (left at 10:34 a.m.)
Colleen Neil, Recreation Services Manager (left at 9:55 a.m.)
Charlotte Caron, Property & Planning Manager
Lauren D'Argis, Corporate Services Manager
Warren Brinkman, Emergency Services Manager
Heather Kasprick, City Clerk
Heather Lajeunesse, Deputy Clerk

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 July 15, 2014 meeting:-

-Council will amend the 2014 Operating Budget to withdraw funds from the Canada Day Reserve in the amount of \$3,000 for the 2014 Canada Day Festivities

-Council will amend the 2014 Operating Budget to authorize \$100,000 additional allocation for the purposes of the Organization Review to be funded from the City's Contingency Reserve

-Council will amend the 2014 Operating Budget to withdraw funds to a

maximum of \$80,000 from the Recreation Reserve for the purposes of the Event Centre Business Case

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 item 6.6 regarding Various Committee Minutes as his spouse is a member of the Police Services Board and receives remuneration.

3. Confirmation of Previous Committee Minutes

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

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

Committee of the Whole - June 17, 2014

4. Deputations

4.1. Event Centre Committee

Chris VanWalleghem, Event Centre Co-Chair, made a deputation to Council on behalf of the Committee. He asked for Council's support of the recommendation before them today regarding accepting the Event Centre Terms of Reference to have a third party complete a business case for the proposed facility. It was noted that the points included in the Terms came from meetings with staff, Council and the City of Thunder Bay. The Committee is aware that funds need to be secured prior to the release of a request for proposal and has been in discussion with funding groups so as to proceed in the near future.

5. Presentations

5.1. Peter Thoma, urbanMetrics inc. - Strategic Plan "Kenora-Our Vision is 20/20"

Peter Thoma, a partner of urbanMetrics inc., presented to Council the final draft of the City of Kenora Corporate Strategic Plan for 2015 to 2020 "Our Vision is 20/20".

The Strategic Plan was formed by various stakeholders in the community as it was a collaborative effort between the I-team, Council, Staff, Public, Businesses, Staff and First Nations. Conversations took place with community members, in addition to the 1700 responses received from an online public survey, and 110 responses through a City staff survey.

A SWOT (Strengths, Weaknesses, Opportunities and Threats) Analysis was completed from the findings. Vision and Mission Statements for the City of Kenora for 2015-2020 were established with the Vision that "*Kenora is a City of choice, renowned as a sustainable, lifestyle community supported by a Municipality committed to excellence*" and Mission "*To deliver quality, cost-effective Municipal services*". Seven Core Values that are central to what drives the Corporation were identified which include; Trust & Respect, Communication, Commitment, Innovation, Preparedness, Fiscal Responsibility and Environmental Stewards.

Based on community conversations, priorities were calibrated and the top four priorities were identified for which leadership is sought including; Economic Diversification & Growing Industrial Base, Infrastructure Deficit, Affordable Housing and Our People. The priorities were then put into three driving goals to establish over the next five years which include; Develop our Economy, Strengthen our Foundations and Focus on our People. A number of focus areas within the goals were identified and from there the goals were placed into an action plan that focuses on each of the specific actions and identifies the leads for each of the actions.

An outline of implementation was provided. The 2015-2020 Strategic Plan is intended to be a living document that will be used by Council, Staff, as well as other community stakeholders as a key reference point for decisions that impact the people of Kenora. It was noted that there is no strategic plan that can be that clear and concise, it is something that needs to be reviewed and addressed on a regular and routine basis. A Senior Leadership team will formally introduce the Plan to Staff the Public and will be responsible for its implementation. The CAO will report progress back to City Council following the end of each year throughout 2015-2020.

6. Business Administration Reports

6.1. K.D.S.B. Report - Councillor Roussin

Councillor Roussin reviewed highlights of a recent press release by the Kenora District Services Board, which was distributed in advance with the meeting agenda. The Kenora District Services Board Chief Administrative Officer, Dan McNeill, has announced his retirement effective August 1, 2014, and the Board of Directors is proceeding with a hiring process to fill the position. Also, KDSB's application to the Rural Remote Homelessness Partnering Strategy for federal funding, supported by the City, was turned down. The Board will now determine if they can fund a housing coordinator position on its own.

6.2. N.O.M.A Fall Regional Conference Attendance

Recommendation:

That authorization is hereby given for Members of Council to attend the 2014 Northwestern Ontario Municipal Association (NOMA) Fall Regional Conference taking place in Thunder Bay, September 25 & 26, 2014; and further

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

Recommendation Approved.

6.3. Canada Day Reserve Appropriation

Recommendation:

That Council hereby approves an additional allocation of \$3,000 to be funded through the Canada Day Reserve for the 2014 Canada Day festivities; and

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2014 Operating & Capital Budget at its July 15, 2014 meeting to withdraw funds from the Canada Day Reserve in the amount of \$3,000 for the 2014 Canada Day festivities; and further

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

Recommendation Approved. (resolution and by-law)

6.4. Organizational Review RFP - Appointment of Consultant

Recommendation:

That Council give three readings to a by-law to approve an amendment to the 2014 Operating Budget to provide a budget allocation of \$100,000 for the purposes of performing a comprehensive organizational review to be funded from the City's contingency reserve; and

That Council hereby approves the award for the Organizational Review to BMA Management Consulting Inc.; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2014 Operating Budget by by-law at its July 15th meeting.

Recommendation Approved. (resolution and by-law)

6.5. Kenora Strategic Plan - Our Vision is 20/20

Recommendation:

Whereas Council has directed that the City perform a comprehensive strategic planning exercise to recognize the many changes that have occurred within the City since the last comprehensive exercise was done following amalgamation; and

Whereas the City has, through the assistance of urbanMetrics Inc., performed a wide-ranging consultation process garnering input from residents,

businesses, staff, partners and stakeholders on the identification of municipal priorities as part of the strategic planning exercise; and

Whereas the input received has informed the priorities and goals as identified within the new strategic plan, together with establishing the ranking of those priorities; and

Whereas the new strategic plan has provided the City with corporate actions to assist the City on moving forward on the identified goals and priorities;

Therefore Be It Resolved that Council hereby adopts the new City of Kenora Strategic Plan – Our Vision is 20/20; and further

That Council hereby directs City Administration and Staff to actively work towards the goals and actions as outlined within the new strategic plan, commencing with a communications strategy for communicating the new strategic plan, together with the development of work plans for each department in accordance with the goals and corporate actions as outlined within the strategic plan.

Recommendation approved.

6.6. Various Committee Minutes

Recommendation:

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

- May 14 & June 18 – Accessibility Advisory Committee
- May 22 – Heritage Kenora
- June 10 – Event Centre Committee
- June 17 – Committee of the Whole
- June 26 – Lake of the Woods Museum Board; and

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

- April 30 – Kenora Police Services Board
- May 1 – Kenora District Services Board
- May 20 – Planning Advisory Committee
- May 29 – Northwestern Health Unit Board of Health
- May 29 – District of Kenora Home for the Aged Board of Management; and further

That these Minutes be circulated and ordered filed.

Recommendation approved.

6.7. May 2014 Financial Statements

Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as May 31, 2014.

Recommendation approved.

7. Community Services Reports

7.1. Event Centre Business Case Terms of Reference

Recommendation:

That Council give three readings to a by-law to approve the Terms of Reference for completion of a Business Case for the potential Event Centre; and

That Council gives direction to proceed with funding applications for this purpose; and

That the City of Kenora's financial share of the business case project shall not exceed fifty percent of the total amount of the final cost; and

That Council hereby approves an amendment to the City's capital budget in the amount of \$160,000, contingent on receipt of a minimum of 50% external funding, for the purposes of the development of a business case, with a maximum of \$80,000 City share of this project to be taken from the City's Recreation reserves; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2014 Operating Budget by by-law at its July 15th meeting.

Recommendation approved. (resolution and by-law)

Discussion: It was clarified that the City must approve the gross expenditure to ensure a contract can be awarded when required.

7.2. Kenora Recreation Centre Concession Agreement Amendment

Recommendation:

That further to Council authorizing By-law Number 95-2014 at its June 24 meeting to enter into a lease agreement for the purpose of Food and Beverage Services at the Kenora Recreation Centre for the term of October 1, 2014 to April 30, 2017, authorization is hereby given to reflect an earlier start date of August 1, 2014, with all other aspects of the lease as approved by By-law Number 95-2014 remaining in effect; and

That Council gives three readings to a by-law to enter into a lease agreement with Kyla Garrow for the purpose of Food and Beverage Services at the Kenora Recreation Centre for the term of August 1, 2014 to April 30, 2017; and further

That By-law Number 95-2014 be hereby repealed.

Recommendation approved. (resolution and by-law)

8. Economic Development Reports - no reports

9. Emergency Services Reports - no reports

10. Operations Reports

10.1. Traffic By-law Amendment-Accessible Parking Space-Main St S

Recommendation:

That the request for an accessible parking stall on the west side of Main Street South, fronting 102 Main Street South (Penner's Jewellers), not be recommended for reasons of safety due to the parking stall being located in a drainage low point and diagonal accessible parking stalls are considered safer than parallel stalls, which two (2) diagonal accessible stalls are available directly across the street from the requested stall.

Discussion: There was some disagreement from Council regarding the recommendation. There have been several requests to have this accessible stall reinstated as it was there before and removed with downtown revitalization on Main Street. Rick confirmed that the spot is not ideal as per the reasons in the report and with the diagonal parking on the east side of the street, the street is now narrower and there is even less room on the west side for an accessible stall to be a safe option. The traffic control device was put in place to allow pedestrians access to safely cross the street from the two accessible stalls directly across from the proposed location. It was agreed that it would be good to have an accessible stall on the west side of the street as well and was suggested that an alternate location be looked into. Council asked that staff review an alternate space in another area on the west side of the street and bring forward a recommendation.

10.2. Traffic By-law Amendment-Temporary Disabled Parking-Main St S

Recommendation:

That Council give three readings to a by-law to amend City of Kenora Traffic Regulation By-law 127-2001 to include the following amendments to Schedule "K" - Disabled Parking Spaces on Streets and Highways - Main Street South:-

Column 1 STREET	Column 2 LOCATION	Column 3 SIDE	Column4 TYPE OF PARKING	Column 5 # OF SPACES
ADD				
Main Street South	From 40.8 metres north of McClellan Avenue, northerly for 7.3 metres; and further	East	Parallel	1

That this amendment be implemented on “a temporary basis only” for the period starting October 20, 2014 to and including October 27, 2014 to cover the duration of the Municipal Election.

Recommendation approved. (resolution and by-law)

10.3. Water Wastewater Systems Monthly Summary May 2014

Recommendation:

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

Recommendation approved.

Rick Perchuk provided an update from the Operations department. The season change from winter to spring has caused remarkable amounts of water in the area and there are great amounts of storm water going into the City system. There is also a fear that with the high lake levels, the overflow is making it back into the system. It was reported that there are currently no more frozen lines, although some are still on temporary services. Staff have been dealing with damaged infrastructure and water mains have yet to be repaired. The department is still dealing with repairs and a summary report is yet to come regarding the outcome of the winter months.

Councillor Roussin inquired if it could be confirmed that the City of Kenora is currently in compliance with the Safe Drinking Water Act. Rick Perchuk ensured the City is currently in compliance with the Act, indicating that an annual review is completed internally, with an external review every three years.

11. Property & Planning Reports

11.1. Deeming of Lots - Plan M39 Lots 273, 274, 275

Recommendation:

That all the lands contained within the boundaries of Lots 273, 274 and 275, on Registered Plan of Subdivision M39, in the City of Kenora, be deemed not to be lands described in accordance with a registered plan of subdivision for the purposes of Section 50(4) of the Planning Act, RSO 1990; and

That in accordance with the provisions of the Planning Act, Council give three readings to a by-law for this purpose to take effect and come into force on the final passing thereof by the Council of the Corporation of the City of Kenora and upon registration of this by-law in the Land Titles office for the District of Kenora; and

That the Applicant shall be responsible for all costs associated with such registration; and further

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

Recommendation approved. (resolution and by-law)

11.2. Delegation of Authority - Merger Agreements

Recommendation:

That Council of the City of Kenora hereby delegates authority to the Manager of Property and Planning to execute merger agreements on behalf of the City of Kenora; and further

That Council give three readings to a by-law to amend By-law Number 99-2013 to authorize the delegated authority, by removing the following clause: "which are conditions of approval of applications approved by the City of Kenora Planning Advisory Committee".

Recommendation approved. (resolution and by-law)

11.3. Exempt Property from Part Lot Control

Recommendation:

Whereas the Council of the Corporation of the City of Kenora deems it necessary to designate certain lands on a registered plan not subject to Part Lot Control in the City of Kenora; and

Whereas authority is given to Council by s.50(7) of the Planning Act, R.S.O. 1990. c.P13, as amended, to pass by-laws to exempt certain lands from lot control;

Therefore Be It Resolved that Council give three readings to a by-law to enact the following:

1. Subsection 50(5) of the Planning Act, R.S.O. 1990, c.P13, as amended, shall not apply to the lands described as part of Lot 14, Con 6, Jaffray, now City of Kenora, District of Kenora, designated as Parts 1-5, Plan 23R12279, for the purpose of making Parts 1-5, Plan 23R12279 not subject to part lot control but any further division of any part of the property will be subject to the Planning Act.

Recommendation approved. (resolution and by-law)

11.4. Kenora Affordable Housing Report

Recommendation:

That Council of the City of Kenora accepts the Kenora Affordable Housing Report (2014) and considers the recommendations within the report.

Recommendation approved.

11.5. OPP Lease of Former KPS Building

Recommendation:

That further to Council entering into an agreement under authority of By-law Number 10-2013 on the 19th day February 2013 with the Minister of Infrastructure, authorization is hereby given for the Corporation of the City of Kenora to enter into a license extension and amending agreement with the Minister of Infrastructure for municipal property located at 1125 Highway 17 East under the terms and conditions set out in the license extension agreement dated February 18, 2014, being an amendment to the original license; and

That this license agreement be hereby extended for a further term of five (5) years commencing July 17, 2014 and ending on July 16, 2019; and further

That Council give three readings to a by-law to amend By-law Number 10-2013 to authorize the execution of a license extension and amending agreement with the Minister of Infrastructure for this purpose.

Recommendation approved. (resolution and by-law)

Discussion: Karen Brown clarified that when Kenora Police Service disbanded, a five year lease for the building, with the option of a five year extension was negotiated with OPP. OPP is exercising their option to extend the five years, and the new lease is for 5 years only, there is no 5 year extension as per the new agreement. All other terms of lease are as originally approved.

11.6. 2014 Food Vendor Contract Harbourfront - Revised

Recommendation:

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 request submitted for the Kenora Harbourfront:

- Serendipity Hawaiian Shaved Ice; and

That in accordance with the Request for Proposal, Council hereby accepts the above food vendor to operate at the Kenora Harbourfront for the 2014 season; and

That three readings be given to a by-law authorizing the Mayor and Clerk to execute the required contract for the vendor; and further

That By-law Number 30-2014 be hereby repealed

Recommendation approved. (resolution and by-law)

12. Date of Next Meeting

Tuesday, August 5, 2014

13. Close Meeting

Meeting closed at 10:37 a.m.