



MINUTES
City of Kenora
Committee of the Whole of Council

Tuesday, June 17, 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

Staff: Karen Brown, CAO
Rick Perchuk, Operations Manager
Sharen McDowall, HR Manager
Colleen Neil, Recreation Services Manager
Charlotte Caron, Property & Planning Manager
Lauren D'Argis, Corporate Services Manager
Heather Kasprick, City Clerk
Heather Lajeunesse, Deputy Clerk

Regrets: Councillor R. McKay

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 June 24, 2014 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

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 6.3 regarding Financial Statements 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 - May 13, 2014

4. Presentations

4.1. 2014 Ontario Senior of the Year Award - Ruth Bowiec

Mayor Canfield presented local resident Ruth Bowiec with a 2014 Senior of the Year certificate from the Ministry of Citizenship and Immigration. Ruth was nominated by the City for the annual award which was created to give each municipality in Ontario the opportunity to recognize one outstanding local senior. June this year marks the 30th anniversary of Seniors' Month, which celebrates the contributions seniors make to their communities and the province.

4.2. Kenora Urban Trails Committee

Members of the Kenora Urban Trails Committee, Parks Supervisor Barb Manson and Judy Underwood attended the meeting to give a presentation to update Council and share some of the successes with Kenora's Recreation Urban Trails. Judy acknowledged all committee members, including Diane Pelletier and Dave Schwartz, who were also in attendance.

The accomplishments of Kenora Urban Trails has been the work of many partnerships together with the support of City Council. The trails are recognized locally as well as by out of town guests. The Northwestern Health Unit hosted guided tours as part of their Do One Thing conference which took place last month. The trails were also used as part of \$10K Community Challenge put on by the Kenora and Lake of the Woods Regional Community Foundation. There has been interest by other municipalities on in Kenora's trail program, as well as an increase in requests for guided trail tours.

The Committee has implemented a five year planning process which began this year. Highlights of 2014 include the development of self-guided trail tours and a trail tool kit, review and revisions of trail guides and brochures, the addition of historical and directional signage to various trails, as well as plans for trail expansions. The Committee continues to work on developments to ensure trail promotion and stability.

A visual tour was shared for each of the 4 trails which include Mink Bay Trail-a well-used trail and capital project funded by the City, Kenora Nordic Trail-a trail that is ran by a volunteer group, Rabbit Lake Trail-the City's only fully accessible trail which has been implemented in 2 phases with phase 3 being the next stage pending funding, and Rat Portage Trail-which goes through the urban area of the City and alongside Laurenson's Creek.

Trail brochures and information were distributed to Council. Friends of Trails was explained, which are groups of volunteers that oversee an individual trail system. There are now Self-guided Tours for three of the four trails. The Trail Development Toolkit outlines all steps involved in developing the trails, it is believed this document will be important for the next appointed Urban Trails Committee. Infrastructure on the trails was touched on and it was indicated that the signage is uniform on all trails. It was noted that the committee has made technological advancements as they now have an e-mail address and are accessible via City portal. Also, trail signage will be updated with barcodes to scan for mobile guided tour information. This technology makes the Kenora Urban Trails accessible to the world.

In closing, Judy indicated that the Committee is very excited about the work they have done the last few years, adding that having a City staff person has been a key factor. The trails will be a community legacy for children and grandchildren. Judy formally thanked the City of Kenora for their partnership in making the trails a reality. She thanked Tourism Kenora as well for their advertising campaigns. Next the Committee will focus on a new idea, the Great Lake of the Woods Trail, where all trails would become one.

Dave Schwartz touched in the bicycle routes in the City, adding that they are a great addition to the community, encouraging cycling participation and for safer cycling. He expressed thanks to the contributors of these bike trails.

5. Deputations

There were no deputations.

6. Business Administration Reports

6.1. 1,000 Officers Partnership Program Agreement

Recommendation:

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.

Recommendation approved. (resolution and by-law)

6.2. Additional GIS Aerial Photo Services

Recommendation:

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

Recommendation approved.

6.3. April 2014 Financial Statements

Recommendation:

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

Recommendation approved.

6.4. Community Policing Partnership Program Agreement

Recommendation:

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.

Recommendation approved. (resolution and by-law)

6.5. Election Signs By-Law

Recommendation:

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

Recommendation approved. (resolution and by-law)

6.6. Attendance Support Program Policy

Recommendation:

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.

Recommendation approved. (resolution and by-law)

6.7. NWBC Starter Company Agreement

Recommendation:

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.

Recommendation approved. (resolution and by-law)

6.8. Ontario Regulation 284/09: 2014 Budget Matters

Recommendation:

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.

Recommendation approved.

6.9. Ottawa W Generators Budget Amendment

Recommendation:

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 2013 budget for this purpose.

Recommendation approved. (resolution and by-law)

6.10. Corporate Policy for Reserves

Recommendation:

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.

Recommendation approved. (resolution and by-law)

6.11. Kenora Canada Day Committee Support

Recommendation:

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.

Recommendation approved.

6.12. Coney Island Music Festival Support

Recommendation:

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.

Recommendation approved.

6.13. Kenora Rowing Club Support

Recommendation:

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.

Recommendation approved.

6.14. Section 357 Cancellation and Refund of Taxes

Recommendation:

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

Recommendation approved.

6.15. Various Committee Minutes

Recommendation:

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.

Recommendation approved.

7. Community Services Reports

7.1. Keewatin Curling Club Lease/Agreement

Recommendation:

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.

Recommendation approved. (resolution and by-law)

7.2. Kenora Recreation Centre & Keewatin Memorial Arena Concession Agreements

Recommendation:

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.

Recommendation approved. (resolution and 2 by-laws)

7.3. Northwest International Association & Kenora Rowing Club Regattas

Recommendation:

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.

Recommendation approved.

Councillor McMillan acknowledged the community support for Olympian Clara Hughes' visit to Kenora yesterday as part of Clara's Big Ride Bell Let's Talk tour across Canada to raise mental health awareness. It was noted that it was a very positive event at the Whitecap Pavilion and a definite boost for

community, with Clara acknowledging how well she was received by Kenora. Beaver Brae Secondary School shop class had made a bicycle sculpture out of spare bicycle parts which was on display at the event. There is a flash mob being held this morning by schools to send Clara off on her way to Dryden. Since Clara began her ride, 20,000 km has been clocked on the spin bikes at the Rec Centre and \$8,000 has been raised for local mental health through the Community Mental Health Program and the Kenora Wellness Program.

8. Economic Development Reports

8.1. Brand Leadership Team Advertising Spending

Recommendation:

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.

Recommendation approved.

9. Emergency Services Reports - no reports

10. Operations Reports

10.1. Municipal Road Guide Repair or Replacement

Recommendation:

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.

Recommendation approved. (resolution and by-law)

10.2. Traffic By-law Amendment - No Parking Tow Away Zone - Ottawa St

Recommendation:

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 30th, 2014 Committee Report; and further

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

Recommendation approved. (resolution and by-law)

10.3. Traffic By-law Amendment - Four Way Stop - 1st St S/6th Ave S

Recommendation:

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.

Recommendation approved. (resolution and by-law)

10.4. Traffic By-law Amendment - Lakeview Dr - Farmer's Market Days

Recommendation:

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 160 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 implemented on a "summer only basis" on Wednesdays only for the period starting June 18th, 2014 up to and including October 1st, 2014.

Recommendation approved. (resolution and by-law)

Discussion: It was discussed whether the time limit of two hours would be long enough and it was agreed to change the time limit to four hours. It was further suggested to have this additional parking available every day all summer being that Downtown Revitalization is taking place. All agreed that

this is a good idea. Staff will come forward with an amended recommendation to Council.

10.5. Traffic By-law Amendment - Rate of Speed - Carlton Rd

Recommendation:

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.

Recommendation approved. (resolution and by-law)

Discussion: It was suggested and agreed to amend the by-law to have a speed limit of 50 kilometers per hour for the entire road and speed reduced to 40 kilometers per hour for the requested section. Signs need not be posted for the 50km zones as that is the recognized speed in the City when not posted, therefore only the 40km signs will need to be posted. Staff will come forward with an amended recommendation to Council.

10.6. Traffic By-law Amendment - Stop Sign - Sweeney Rd & Herbacz Rd

Recommendation:

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.

Recommendation approved. (resolution and by-law)

10.7. Water Wastewater Systems Monthly Summary April 2014

Recommendation:

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.

Recommendation approved.

The water and sewer issues that were encountered this past winter were discussed. Staff are working on a detailed summary to go forward to the province to request financial assistance to help alleviate the costs incurred to repair and replace infrastructure. It will not be known what the full costs are until all the works are done and is believed that it will take all summer to repair

all of the damages cause by the winter weather. A debrief will be completed with staff as well. Options were discussed for preparation for future winters of the like.

11. Property & Planning Reports

11.1. Cemetery Rules and Regulations Revisions

Recommendation:

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.

Recommendation approved. (resolution and by-law)

11.2. Agreement of Purchase and Sale - Stevenson Construction

Recommendation:

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.

Recommendation approved. (resolution and by-law)

11.3. Kenora Energy Conservation and Demand Management Plan

Recommendation:

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.

Recommendation approved.

11.4. Canadian Red Cross Lease Renewal - 1008 Ottawa St

Recommendation:

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.

Recommendation approved. (resolution and by-law)

11.5. Traffic By-law Amendment - No Parking/Meter Zones - Wolsley St/Ocean Ave

Recommendation:

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.

Recommendation approved. (resolution and by-law)

11.6. Traffic By-law Amendment - No Parking - Third Ave S & Lakeside Cr

Recommendation:

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.

Recommendation approved. (resolution and by-law)

12. Proclamations

Mayor Canfield read the following Proclamation:-

- i) Seniors' Week - June 15-21

13. Other

Mayor Canfield shared a media release from the Lake of the Woods Control Board to watershed communities regarding record high water flows in Rainy River which is the main tributary to Lake of the Woods. It is anticipated that Lake of the Woods water level will rise another foot in the next week to its highest level in 85 years of record.

14. Date of Next Meeting

Tuesday, July 8, 2014

15. Adjourn to Closed

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

That this meeting be now declared closed at 10:44 a.m.; and

That pursuant to Section 239 of the Municipal Act, 2001, as amended, authorization is hereby given for Committee to move into a Closed Session to discuss items pertaining to the following:-

i) Disposition of Land (4 items)

ii) Personal Matter about an Identifiable Individual (2 items)

; and further

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 12:00 p.m. until the established agenda is completed.

16. Reconvene to Open Meeting

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

That this meeting be now declared closed at 12:21 p.m.; and further

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

- direction to staff to bring forward a report regarding Town Island
- to discuss a transfer of a portion of municipal property on Dufresne Island
- to discuss a transfer of a portion of municipal property on Ninth Street North
- direction to staff regarding docking on Laurenson's Creek and Rabbit Lake

Disposition of Land:-

a) Transfer of Municipal Property

Recommendation:

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.

Recommendation approved.

b) Transfer of Municipal Property

Recommendation:

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.

Recommendation approved.

17. Close Meeting

Meeting closed at 12:21 p.m.