



**City of Kenora**  
**Committee of the Whole**  
**Minutes**  
**Tuesday, December 8, 2015**  
**9:00 a.m.**  
**City Hall Council Chambers**

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**Present:** Mayor David Canfield  
Councillor Mort Goss  
Councillor Rory McMillan  
Councillor Dan Reynard  
Councillor Louis Roussin  
Councillor Sharon Smith  
Councillor Colin Wasacase

**Staff:** Karen Brown, CAO, Heather Kasprick, Manager of Legislative Services/City Clerk

**A. 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 December 15, 2015 meeting:-**

- Council intends to adopt a new Rules and Regulations for the Care and Control of the Lake of the Woods Cemetery
- Council intends to adopt a new Procedural Bylaw
- Adopt a new Tariff of Fees and Charges By-Law to set new rates for the baseball field rentals
- Council intends to amend its 2015 Operating & Capital Budget withdraw funds from the contingency reserve in the amount of \$11,500 plus applicable taxes to offset the cost of this purchase of new TSSA doors for the Keewatin Memorial Arena
- Council will give third and final reading to the Keewatin Community Improvement Plan bylaws
- Council will give third and final reading to the new Zoning Bylaw

**B. Declaration of Pecuniary Interest & the General Nature Thereof**

**1) On Today's Agenda**

**2) From a Meeting at which a Member was not in Attendance.**

There were none declared.

**C. Confirmation of Previous Committee Minutes**

**Resolution #1 - Moved by Councillor R. McMillan, Seconded by L. Roussin & Carried:**

That the following meeting minutes be confirmed as written and ordered filed:

-Regular Committee of the Whole Meeting November 10, 2015

## **D. Deputations/Presentations**

### **AODA Champion Award Presentation**

Denise Miault was presented with the 10<sup>th</sup> Anniversary Champion award by the Accessibility for Ontarians Disability Act. Mayor Canfield and Council congratulated Denise on her commitment to accessibility on our City Advisory committee as well as to the community.

### **Fred Wright – Kenora Rotary Club**

Twenty four years ago the Rotary Club of Kenora partnered with the City of Kenora to build the Rotary Goodwill Geyser in Safety Bay. The Rotary Club of Kenora invested close to one hundred thousand dollars to make the geyser a reality and the City agreed to maintain the geyser and pay the operating costs. The platform is now in need of replacement and the City approached the Rotary Club to see if they could partner to cover the cost of replacing the platform. The Public Relations committee looked into enhancing the geyser and was hopeful of adding lights as well.

Conceptual drawings were presented for a four foot high circular surround to obscure the fire hose part of the geyser and to provide an area for Rotary and the City logos and a layout for the lighting. Lighting would cost almost as much as the original geyser so the lights were removed from the plan. Kenora Rotary decided that they would cover the cost of the platform replacement to ensure that it was capable of supporting both the geyser and the decorative surround and to help out the City. It was determined that this project would cost between ten and twenty thousand dollars without lights and they applied successfully for a Rotary District 5550 grant of \$2,500.00. The Kenora Rotary Club also set aside \$7,500 for the project. Final cost estimates have come in at \$15,000. A prerequisite for all Rotary capital projects is to demonstrate sustainability and therefore a MOU is required.

Council thanked Mr. Wright for his deputation and a copy was left with the Clerk.

## **E. Reports:**

### **1. Business Administration**

**Councillor R. McMillan – Chair**

#### **1.1 Lake of the Woods Cemetery Rules & Regulations**

##### **Recommendation:**

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

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to give three readings to a new Rules and Regulations for the Care and Control of the Lake of the Woods Cemetery at its December 15, 2015 meeting; and further

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 103-2014 be hereby repealed.

**Recommendation Approved.**

## **1.2 Procedural Bylaw**

### **Recommendation:**

That as a result of the George Cuff Audit recommendations Council gives three readings to a new procedural bylaw for the City of Kenora; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to give three readings to a new Procedural Bylaw at its December 15, 2015; and further

That bylaw number 90-2013, as amended, be hereby repealed.

### **Recommendation Approved.**

### **Discussion:**

Councillor Smith felt that we should have a comprehensive review of the procedural bylaw with robust changes in line with the recommendations from the George Cuff Audit. It was further suggested that Councillor Smith would like to revisit the name of the meeting if it should be Committee of the Whole or Governance and Priorities.

## **1.3 Rotation of Committee Appointments**

### **Recommendation:**

That Council directs administration to prepare new rotation of Committee Appointments effective January 1, 2016 and notify each board of the new appointments; and further

That the Clerk appoints these members of Council by resolution at the December 2016 meeting.

**Discussion:** Direction from Council is to leave Committee appointments as they were appointed at the inaugural meeting and not rotate committee appointments. This item will not appear on the Council agenda.

## **2. Community Services**

**Councillor D. Reynard, Chair**

### **2.1 Ball Field & Municipal Ground Rental Fees**

#### **Recommendation:**

That Council authorizes an increase to the rental fees for the ball field rentals in the Recreation Department; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to give three readings to a new Tariff of Fees and Charges By-Law at its December 15, 2015 meeting to give effect to these new rates outlined in the revised Schedule "B"; and further

That By-law Number 164-2015 be hereby repealed.

### **Recommendation Approved.**

**Discussion:** Councillor Roussin questioned if there was a separate rate for non-residents. Colleen Neil, Recreation Services Manager noted that there is not a separate fee for non-resident users versus resident users. It was suggested that there should be user fees for non-residents added in the future. It was suggested the rental agreements be looked at to include areas that city departments have had problems with. Karen Brown, CAO, reminded Council that the Parks and Facilities department will be merged together with the Recreation department and these divided departments should become less of an issue moving forward. We have 10 parks in 5 different areas, and Council would like to see the usage in each field.

## **2.2 Mechanical Room Doors at the Keewatin Memorial Arena**

### **Recommendation:**

That Council hereby approves an additional allocation of \$11,500 plus applicable taxes to be funded through the Contingency Reserve for the purchase and installation of code compliant fire rated doors at the Keewatin Memorial Arena; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2015 Operating & Capital Budget at its December 15, 2015 meeting to withdraw funds from the contingency reserve in the amount of \$11,500 plus applicable taxes to offset the cost of this purchase; and further

That Council gives three readings to a by-law to amend the 2015 budget for this purpose.

**Recommendation Approved.**

## **3. Economic Development**

**Councillor M. Goss, Chair**

### **3.1 Kenora Assembly of Resources (KAR) 2016 Contract**

#### **Recommendation:**

That Council gives three readings to a by-law authorizing a contract between the Kenora Assembly of Resources (KAR) and the City of Kenora for provision of services at the Harbourfront and related areas for the period January 1, 2016 through December 31, 2016; and further

That by-law Number 163-2014 be hereby repealed.

**Recommendation Approved.**

**Discussion:** Council requested that information be provided to Council on the program and the number of people accessing the work program. Karen will request this information from the KAR board.

## **4. Emergency Services**

**Councillor C. Wasacase, Chair**

### **4.1 Medical Emergency Response Agreement/MOU**

#### **Recommendation:**

That Council hereby authorizes the Mayor and Clerk to enter into a Memorandum of Understanding and a Medical Emergency Response Agreement with the Kenora District

Services Board for provisions of providing Emergency Medical Response; and further  
That By-Law Number 14-2002 be hereby repealed.

**Recommendation Approved.**

**Discussion:** The MOU should include an indemnification clause and could be added before passing. The Clerk will send to legal for comments, however, this may mean holding the agreements/MOU until the January meeting series. Will be removed from the December 15<sup>th</sup> Council agenda if legal advises it will take longer to return.

## **5. Operations**

**Councillor L. Roussin, Chair**

### **5.1 Regulate Traffic and Parking Bylaw**

**Recommendation:**

That Council of the City of Kenora gives three readings to a bylaw to Regulate Traffic and Parking in the City of Kenora; and further

That bylaw number 127-2001 and 79-2003, and all amendments thereto, be hereby repealed.

**Recommendation Approved.**

### **5.2 Goodwill Geyser**

**Recommendation:**

That the Council of the City of Kenora hereby accepts the offer of the Kenora Rotary Club to act as the lead on the platform replacement of the Goodwill Geyser along with the addition of a decorative band; and further

That minor maintenance and operation will continue to be provided by the City of Kenora.

**Amended Recommendation:**

That the Council of the City of Kenora hereby accepts the offer of the Kenora Rotary Club to act as the lead on the platform replacement of the Goodwill Geyser along with the addition of a decorative band; and further

That Council authorizes the Mayor and Clerk to enter into a Memorandum of Understanding between the City of Kenora and the Kenora Rotary Club for maintenance and operation of the Goodwill Geyser to continue to be provided by the City of Kenora.

**Amended Recommendation Approved.**

**Discussion:** Operations Manager Rick Perchuk noted that the geyser has operated for many years without an MOU, and the City has taken on the repairs for many years. The City was thankful that the Rotary Club came forward and we all want to see it working for many years. The Rotary Club International now has a requirement to demonstrate sustainability for capital projects that funding grants are given towards and require a MOU for this project. Rick will develop the MOU and present to Council in January for approval. Defer item to January.

## **6. Property & Planning**

**Councillor S. Smith, Chair**

### **6.1 Keewatin Community Improvement Plan – Final Reading**

#### **Recommendation:**

Whereas Council adopted the City of Kenora Final Official Plan (2015) in May of 2015; and  
Whereas the City of Kenora gave two readings to the Keewatin Community Improvement Plan By-law 99-2015 and Project Area By-law 100-2015 on June 23, 2015; and

Whereas the Minister of Municipal Affairs and Housing has approved, with modifications, the City of Kenora Final Official Plan (2015);

Therefore be it resolved that Council of the City of Kenora hereby gives third and final reading to By-laws 99-2015 and 100-2015; and further

That Council of the City of Kenora adopts the Keewatin Community Improvement Plan; and further

That By-laws 99-2015 and 100-2015 shall come into force and take effect on the date of passing, if no objection is filed within the time provided.

#### **Recommendation Approved.**

**Discussion:** Nothing has changed since the original plan. This is just the formality of the third and final reading of the bylaws. The appeal period has passed for the Official Plan and we now want to adopt the implementing documents. The plan speaks to marketing and communications of the plan and will be marketed once the new communications position is in place.

### **6.2 Zoning Bylaw**

#### **Recommendation:**

Whereas Council adopted the City of Kenora Final Official Plan (2015) in May of 2015; and

Whereas the Minister of Municipal Affairs approved the City of Kenora Official Plan, with modifications, which approval was not appealed; and

Whereas the City of Kenora gave two readings to the City of Kenora Zoning By-law 101-2015 on June 23, 2015; and

Therefore be it resolved that Council of the City of Kenora gives third and final reading to By-law 101-2015; and further

That bylaw number 160-2010 be hereby repealed; and further

That Zoning By-law Number 101-2015 shall come into force and take effect on the date of passing if no objection is filed within the time provided.

#### **Recommendation Approved.**

**Discussion:** The current and proposed Zoning By-law do not permit emergency shelters in

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the GC Zone, only the R1, R2, R3, RR, and RU Zones. The City has recently received a proposal for an emergency shelter and it has caused the City to revisit the circumstances under which an emergency shelter is permitted. Emergency shelters commonly locate within commercial areas which are easily accessible by patrons and are often located in buildings that also contain the support services needed to assist patrons (typically office / commercial buildings). As such, permitting emergency shelters within the GC Zone would recognize the normal circumstances under which these uses often occur. Additionally, it is recommended that this use also be permitted in the I-Institutional Zone, to recognize that emergency shelters are often co-located with institutional facilities such as places of worship, such as churches, or recreational facilities, like the YMCA. Again this change would recognize that the normal circumstances under which an emergency shelter is most likely to occur. Conversely, it is recommended that emergency shelters be removed from the R1 and RR Zones, as these uses would not be in keeping with the character of low density residential areas.

Direction from Council is to look at this as a City initiated change to the zoning bylaw through an amendment process following the passing of the zoning bylaw. The appeal period is January 6<sup>th</sup> and therefore it will come as an amendment following this appeal period which would put this amendment into a February adoption, if approved.

## **F. Other**

- It was commented that the new LED lights are an improvement to the City

## **G. Proclamations**

No Proclamations

## **H. Next Meeting**

- Tuesday, January 12, 2016

## **I. Adjourn to Closed**

### **Resolution #2 - Moved by Councillor R. McMillan, Seconded by L. Roussin & Carried:**

That pursuant to Section 239 of the Municipal Act, 2001, as amended, authorization is hereby given for Committee to move into a Closed Session at 11:21 a.m. to discuss items pertaining to the following:-

- i) **Proposed or Pending Acquisition or Disposition of Land (1 matter)**
- ii) **Education & Training of Council (1 matter)**
- iii) **Personal Matter about an Identifiable Individual (1 matter)**
- iv) **Labour Relations (1 matter)**

## **J. Reconvene to Open Meeting**

Council reconvenes to open session at 1:17 p.m. with the following reports from its closed session:-

### **Kenora Urban Trails Committee Appointment**

#### **Recommendation:**

That Council of the City of Kenora hereby appoints Steve Mastromatteo and Ren Amell to the Kenora Urban Trails Committee for the term at the pleasure of Council; and further

That the appointment of Paloma Corrin and Lisa Yeomans be hereby repealed.

**K. Close Meeting**

Meeting adjourned at 1:18 p.m.