



MINUTES
City of Kenora
Committee of the Whole of Council

Tuesday, February 10, 2015
9:00 am
City Hall Council Chambers

Present: Mayor D. Canfield
Councillor R. McMillan
Councillor D. Reynard
Councillor L. Roussin
Councillor S. Smith
Councillor C. Wasacase

Regrets: Councillor M. Goss

Staff: Karen Brown, CAO
Rick Perchuk, Operations Manager
Warren Brinkman, Emergency Services Manager
Sharen McDowall, HR Manager
Colleen Neil, Recreation Services Manager
Charlotte Caron, Property & Planning Manager
Lauren D'Argis, Corporate Services Manager
Heather Kasprick, Legislative Services Manager

- 1. ** 8:30 a.m. Council "Main Street March" (in support of the Task Force "Out in the Cold" Fundraiser)**
- 2. 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 February 17, 2015 meeting:-

- 2015 Municipal Five Year Capital Plan and Municipal Operating Budget
 - 2015 Solid Waste Utility Budget
 - 2015 Water and Sewer Utility Budget
 - 2015 Council Remuneration rates

3. 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 R. McMillan declared an indirect pecuniary interest as it relates to Agenda Item number 6.1 regarding the 2015 Five Year Operating and Capital Budget Approval. His spouse is a member of the Kenora Police Services Board and does receive remuneration. The budget does address remuneration for the Police Services Board.

4. Confirmation of Previous Committee Minutes

1. Moved by R. McMillan, Seconded by C. Wasacase & Carried:

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

Special Committee of the Whole January 7, 2015
Special Committee of the Whole January 8, 2015
Regular Committee of the Whole January 13, 2015
Special Committee of the Whole February 3, 2015

5. Deputations

5.1 Barb Manson/Lori Nelson - Heritage Kenora Committee

Lori Nelson, Museum Director was present to present some background on the heritage designation of properties within the City of Kenora. This is a lead-into the presentation that Barb Manson is going to give following me with specific regards to the heritage designation of the Mink Bay Wetlands. Lori and Barb are the staff resource members of the municipal heritage committee, Heritage Kenora.

Background information on Heritage Kenora is that it was established in late 2005 as an advisory committee to Council. The mandate of the committee is to advise Council on matters of heritage designation and more recently, Heritage Kenora has been tasked with administering the Harbourtown Centre Community Improvement Plan.

Barb provided Council with a comprehensive package on Mink Bay and also the implications of heritage designation so I want to use my time to talk about the process of heritage designation. When Heritage Kenora undertakes the process of designation, which can be a lengthy process and there are several steps undertaken:

- i) Identify the property as a candidate for designation.
- i) Conduct research and a physical evaluation of the property.
- ii) Develop statements of cultural heritage value. There are three criteria used for designation:
 - Design or physical value - some examples of this would be if the property was representative of an early style like Carpenter Gothic, or if it displayed a high degree of craftsmanship or technical achievement.
 - Historical or associative value - if it provided information that contributes to an understanding of a community or culture or if it had a direct association with an event, a person, activity, institution that is significant to a community.

- Contextual value - if it is important in defining the character of an area, or was a landmark. The property only has to have one of the values to be eligible for designation.

If it has more than one value, the case for designation is even stronger. Heritage Kenora then brings a recommendation to Council for designation, which is what the delegation was presenting on today. If Council agrees, based on the background work and the cultural heritage statement drafted by Heritage Kenora, they would pass a motion to proceed with designating a property. The owner, in case the City, would have to be notified, the Ontario Heritage Trust would be notified, and a Notice of Intention to Designate would be published in the local newspaper. If there are no objections filed with the municipality within 30 days after the date of publication in the newspaper, Council can proceed to pass a bylaw designating the property. Once passed, the property would be registered on the title of the property and notice would be given to the owner, the OHT and the public. If not already listed on the Municipal Registry (and Mink Bay already is) it would be added.

Council thanked Lori Nelson for her portion of the presentation.

Barb Manson was present to provide Council with the historical values associated with the Mink Bay Wetland area. This area encompasses three properties. The main Mink Bay area, a parcel perpendicular to Hwy 17 West where the gateway to the Mink Bay trail is situated and a strip along the south side of West Bay Road where the Saw Mill used to be located. This area covers over 82 acres of cultural heritage landscape. It is provincially designated as a significant wetland under the Wetland Policy, Section 3 of the Planning Act. This area is noted for its biological and ecological diversity as well as its historical significance.

The cultural heritage values regarding these properties include:

- It was the site of the earliest industrial development of the Town of Keewatin, being the original site of the Keewatin Lumber & Manufacturing Co. Ltd.'s sawmill, built in 1879.
- This property is key to defining, maintaining and supporting the character of Keewatin's earliest industry, saw milling, with remnants of the industry evident in the coffer dam and control gate which controls the flow of water that used to activate the mill and is used today to control the water depth from the Lake of the Woods to the Winnipeg River and the sensitive wetland area.
- The first residences of Keewatin were also located here, along the old Sawdust Road, now called West Bay Road. This area was called Slab Town because the saw mill produced slabs.
- This area is associated with one of the earliest pioneers – John Mather who was the General Manager of the saw mill and the founding pioneer of the community of Keewatin.
- This area has the gateway to the Mink Bay Trail – the trail meanders through the area and is highlighted by historical plaques
- Portage Bay leading into Mink Bay creek is one of the earliest portages from the Lake of the Woods and has been used for over 6,000 years

The actual heritage attributes include:

- The control gate – coffer dam
- Mink Bay Creek – logs from the booms can be found on the creek bottom
- Remnants of the sawdust pile
- The Gateway to Mink Bay Trail

- Site lines from:
 - o the control gate – east and west along creek bed
 - o the pedestrian bridge – east and west along creek bottom
 - o from Portage Bay to one of the original six portages through this area
 - o Hwy. 17 West north to creek
 - o the actual mill site to the remnants of the saw dust pile and the creek

This designation will provide protection to these three properties by slowing down any decisions regarding development of the property and to give time for greater thought and public input on these decisions. Any changes to the property (eg. adding a public washroom) have to through Council. Council will then take into consideration any effect on the heritage attributes. This cultural landscape designation is non-restrictive.

This area is already used as a recreational area with the trail meandering through it. At the west end of the property, a new green-based rustic resort is opening up and will compliment the vision for this area, noting a trail will lead to this tourist based enterprise. The Mink Bay area will stay as it has been for years, as a biological, ecological and historically significant landscape for recreational use for all.

Mayor Canfield thanked Barb for her presentation and presented her with a City fleece for her upcoming retirement at the end of the month.

6. Business Administration Reports

Councillor R. McMillan, Lead Chair

*Councillor Reynard introduced the following item as Councillor McMillan abstained.

6.1 2015 Five Year Capital Plan and Operating Budget Approval

Recommendation:

That the City of Kenora 2015 Five Year Capital Plan and the 2015 Municipal Operating Budget be hereby approved; and further

That Council authorizes a By-law to approve the 2015 Five Year Capital Plan and the 2015 Municipal Operating Budget; and further

That Council authorizes City administration to proceed with the implementation of all budget related decisions in accordance with those reflected within the amended budgets; and further

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2015 Five Year Capital Plan and the 2015 Municipal Operating Budget by-law at its February 17th Council Meeting.

Recommendation Approved.

Discussion: Council discussed the Capital Asset Management Plan and the concerns with the budget that is not addressing infrastructure to the extent that it could. It is challenging for staff and Council to continue to allocate the dollars to all the demands of the public and the responsibilities that have been downloaded by the province. It was questioned how much we have in reserves for roads and bridges. Karen Brown CAO clarified the infrastructure deficit with regards to water and sewer and the direction that is being followed by the recommendations of BMA. Karen referred to an amended asset management plan that will be coming forward in the next few months for review. Karen also referenced the sizeable impact on Kenora from the reduction of the OMPF funding to the budget balancing. With the organizational review report coming forward soon we expect to see suggestions from BMA at that time on organizational efficiencies as well as recommended changes.

6.2 2015 Solid Waste Budget Approval

Recommendation:

That Council hereby approves the 2015 Solid Waste Operating Budget and Five Year Capital Plan; and further

That in accordance with Notice By-Law Number 144-2007, public notice is hereby given that Council intends to formally adopt the 2015 Solid Waste Utility Budget at the February 17th Council Meeting; and further

That Council hereby gives three readings to a bylaw to approve the 2015 Solid Waste Utility Budget.

Recommendation Approved.

6.3 2015 Water & Sewer Budget Approval

Recommendation:

That Council hereby approves the 2015 Water & Sewer Operating Budget and Five Year Capital Plan; and further

That in accordance with Notice By-Law Number 144-2007, public notice is hereby given that Council intends to formally adopt, at the February 17th Council Meeting, the 2015 Water & Sewer Utility Budget as reviewed and amended by Council; and further

That Council hereby gives three readings to a bylaw to approve the 2015 Water & Sewer Utility Budget.

Recommendation Approved.

6.4 Non-Union Salary Grid

Recommendation:

That Council hereby approves an economic adjustment of 1.7% to the City's Non-Union pay grid effective 1 January 2015; and further

That Council hereby approves the grid movement based on performance for non-union staff to the City's Non-union pay grid effective 1 January 2015 as set out in policy HR-3-1.

6.4 Amended Recommendation #1:

That Council hereby approves an economic adjustment of 1.7% to the City's Non-Union pay grid effective 1 January 2015.

Recommendation Approved.

6.4 Amended Recommendation #2

That Council hereby approves the grid movement based on performance for non-union staff to the City's Non-union pay grid effective 1 January 2015 as set out in policy HR-3-1.

Recommendation Approved.

Discussion: Councillor Smith requested that CAO Karen Brown look into some items regarding the non-union staff increases prior to the organizational review being delivered. She requested that we confirm that management is conducting performance management for pay grid movement and not just moving staff on the grid each year automatically. Karen clarified that each manager signs off on any grid movement and she will continue to ensure that performance management is being measured.

6.5 2015 Council Remuneration

Recommendation:

That Council hereby approves Council Remuneration to be set at the following rates effective January 1, 2015:

Annual	Remuneration	Per Diems
Mayor	\$31,897	\$175
Council	\$15,949	\$ 175; and further

That notice is hereby given that Council intends to pass a by-law setting out Council remuneration rates for 2015 in accordance with Notice By-law #144-2007; and further

That the appropriate by-law be passed for this purpose.

Recommendation Approved (May be Tabled).

6.6 2014 Council Remuneration Report

Recommendation:

That Council receives the reports prepared by Charlotte Edie, Treasurer dated February 2, 2015 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.

Recommendation Approved.

6.7 2014 Deer Hunt Survey Results

Recommendation:

That Council receives the results from the deer hunt survey for the amendment to the discharge of firearms by-law deer hunt period from October 1st to December 15th 2014.

Recommendation Approved.

6.8 FCM Conference Attendance

Recommendation:

That Council authorizes up to 2 members of Council to attend the 2015 FCM Conference being held in Edmonton, Alberta June 5-8, 2015; and further

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

Recommendation Approved.

6.9 Heritage Kenora Committee Appointment

Recommendation:

That Council of the City of Kenora supports the appointment of Heather Gushulak to the Heritage Kenora Committee, representing the Province of Ontario for a term at the pleasure of Council.

Recommendation Approved.

6.10 International Watershed Forum Donation Request

Recommendation:

That Council authorizes a donation of \$500 to the 2015 International Rainy-Lake of the Woods Watershed Forum.

Recommendation Approved.

6.11 Leadercast Event Attendance

Recommendation:

That Council authorizes up to 7 members of Council to attend the 2015 Leadercast event being held in Kenora on May 8, 2015 hosted by the Young Professionals Network; and further

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

Recommendation Approved.

6.12 Section 354 Tax Write-Offs

Recommendation:

That Council hereby approves Tax write offs with potential refunds totaling \$997.03.

Recommendation Approved.

6.13 NOMA Annual Meeting and Conference Attendance

Recommendation:

That Council authorizes up to 4 members of Council to attend the 2015 annual meeting of the Northwestern Ontario Municipal Association being held in Thunder Bay April 22, 23 and 24th; and further

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

Recommendation Approved.

6.14 PDAC Mining Conference Attendance

Recommendation:

That Council authorizes one member of Council to attend the 2015 PDAC Mining Conference event being held in Toronto on March 1-4, 2015; and further

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

Recommendation Approved.

6.15 Poverty Reduction Summit Attendance

Recommendation:

That Council requests the Kenora District Services Board (KDSB) to attend the 2015 Poverty Reduction Summit being held in Ottawa May 6-8, 2015 representing Kenora and the entire KDSB region; and

That in the event the KDSB cannot attend this conference, Council authorizes one member of Council to attend the 2015 Poverty Reduction Summit being held in Ottawa May 6-8, 2015; and further

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

Recommendation Approved.

6.16 Resolution of Support - Wauzhushk Onigum

Recommendation:

That Council of the City of Kenora hereby supports Wauzhushuk Onigum Nation's Small Communities Fund grant application to the Ontario Ministry of Food, Agriculture and Rural Affairs for their Water/Wastewater Deficiencies Project; and further

That a copy of Council's resolution of support be forwarded Wauzhushk Onigum Nation.

Recommendation Approved.

6.17 Various Committee Minutes

Recommendation:

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

- December 16 – Event Centre Committee
- December 17 – Kenora Public Library Board
- January 21 – Environmental Advisory Committee
- January 22 – Lake of the Woods Museum Board; and

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

- November 20 – Kenora District Services Board
- November 21 – Northwestern Health Unit Board of Health
- November 26 – Kenora Police Services Board
- December 16 – Planning Advisory Committee; and further

That these minutes be circulated and ordered filed.

Recommendation Approved.

7. Community Services Reports **Councillor D. Reynard, Lead Chair**

7.1 2015 Community Club Grant

Recommendation:

That Council of the City of Kenora receives the recommendation from the Recreation Services Manager, approving the grant amount of \$8,000.00 to Rideout, Central and Evergreen Community Clubs.

Recommendation Approved.

8. Economic Development Reports **Councillor S. Smith, Alternate Lead Chair**

8.1 Kenora Arts Project Use of Charitable Status

Recommendation:

That Council supports The Kenora Arts Project to use the City of Kenora's Charitable status number to apply for a funding grant to the Lake of the Woods Regional Community Foundation.

Recommendation Approved.

9. Emergency Services Reports - no reports

10. Operations Reports **Councillor L. Roussin, Lead Chair**

10.1 2014 Kenora Drinking Water System Summary Report

Recommendation:

That the Council of the City of Kenora hereby receives the 2014 Kenora Drinking Water System Summary Report, for the period January 1st, 2014 to December 31st, 2014, as prepared by Biman Paudel, Water and Sewer Supervisor.

Recommendation Approved.

10.2 Water Wastewater Systems Monthly Summary Report - Dec 2014

Recommendation:

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

10.3 Cameron Bay Servicing Agreement

Recommendation:

That authorization is hereby given for the Mayor and Clerk to execute an agreement between the Corporation of the City of Kenora and the KGS Group for pre-design, design and contract administration services for the Cameron Bay Sewer & Water Extension and Servicing, in accordance with the terms and conditions of the agreement; and further

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

Recommendation Approved.

10.4 Kenora Dryden Recycle Haulage Agreement

Recommendation:

That Council hereby authorizes the Mayor and Clerk to enter into an extended five (5) year agreement between the Corporation of the City of Kenora and the City of Dryden, effective January 1, 2015 and ending December 31, 2019; and

That effective January 1, 2015, the adjusted rate for haulage of recyclable material from the Corporation of the City of Dryden be \$1,125.00 per trip, plus HST to include all regularly scheduled maintenance costs for the equipment in service; and

That By-Law 180-2010, being a by-law to authorize the execution of a contract between the Corporation of the City of Kenora and the Corporation of the City of Dryden, be hereby repealed; and further

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

Recommendation Approved.

11. Property & Planning Reports **Councillor S. Smith, Lead Chair**

11.1 Anicinabe Park 2014 Year End Report

Recommendation:

That Council of the City of Kenora hereby accepts the 2014 Year End Report and Financial Statement for Anicinabe Park.

Recommendation Approved.

11.2 Anicinabe Park Winter Activities

Recommendation:

That Council of the City of Kenora approves the implementation of a Winter Tourism Plan for Anicinabe Park; and further

That an addendum to By-Law Number 98-2013 contract be approved regarding the implementation of the Anicinabe Park Winter Tourism Plan between Scott Green and the City of Kenora.

Recommendation Approved.

11.3 Mink Bay Wetlands Designation under Ontario Heritage Act

Recommendation:

That Council of the City of Kenora hereby gives notice of Council's intention to designate the Mink Bay Wetlands area as a cultural heritage property known as:

- #1) Pt. Tract of land within Township 9, Range 22E of the principal meridian, Keewatin Part 2, 23R, Kenora (Wetlands area);
- #2) Plan M269, Part 1, Parcel 15680 (part of wetland area, north of Hwy. 17);
- #3) Pt. Tract of land within Township 9, Range 22E of the principal meridian, Keewatin Part 14, 23R 7902, Kenora (area south of Second West Bay Road); and

That Heritage Kenora considered a staff report recommending designation of this property and recommended that the property be designated under the Ontario Heritage Act (Section 29); and further

That these properties meet the criteria prescribed by the Province for designation under the Ontario Heritage Act.

Recommendation Approved.

11.4 2015 Food Vendor RFP

Recommendation:

That Council of the City of Kenora authorizes the Property & Planning Department to proceed with a Request for Proposals (RFP) for the City's 2015-2018 Mobile Food Program to establish the following refreshment booths on municipal property between July 1 and September 3, for the years 2015, 2016, 2017 and 2018;

- Four (4) at the Kenora Harbourfront (near Whitecap Pavilion);
- One (1) at the Lake of the Woods Discovery Centre (upper parking lot); and further

That once the RFP process closes and vendors are selected, each agreement will be authorized by bylaw of Council.

Recommendation Approved.

11.5 Funding Application Authorization-Discovery Centre Science North Exhibit Recommendation:

That Council of the City of Kenora supports an application to the Canadian Heritage Museum Assistance Program (MAP) for \$9,000 to cover a portion of expenses associated with the Science North Wildlife Rescue Exhibit.

Recommendation Approved.

12. Proclamations

Mayor Canfield read the following Proclamations:

- i) Week of Action Against Poverty - February 8-14
- ii) International Rotary Week - February 22-28

➤ Council moved to the Zoning Public meeting at 11:05 a.m.

13. Other

13.1 Zoning By-law Amendment Public Meeting - 11:05 a.m.

i) Z01/15 Pawlowski Zoning Amendment

Recommendation:

That the Council of the City of Kenora approves the proposed zoning by-law amendment Z01/15 Pawlowski to amend the Zoning By-law 160-2010, as amended, for the property described as 422 Rabbit Lake Road, CON 6J N PT LOT 6 PCL14924 AND PCL 11231 S, City of Kenora, District of Kenora from R1 Residential First Density to R2 – Residential Second Density; as the application is consistent with the Provincial Policy Statement (2014), and meets the purpose and intent of both the City of Kenora Official Plan (2010) and Zoning By-law No. 160-2010, as amended for the reasons outlined in the planning report.

Recommendation Approved.

Announcements:

- Councillor McMillan provided an update on the East Energy project public consultation process
- Councillor Smith thanked KDMA for a great conference
- Encouraged the public to participate in the Winter Bites promotion in February in our local restaurants

- Councillor Smith and Reynard thanked the Kenora Recreation Centre staff for their efforts and are commended their efforts to prepare for the Northern Men's Playdown event that was held there. Further expression of gratitude was extended to all the volunteers who made that event possible.

14. Date of Next Meeting

Tuesday, March 10, 2015

15. Adjourn to Closed

2. Moved by R. McMillan, Seconded by C. Wasacase & 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 11:20 a.m. to discuss items pertaining to the following:-

i) Personal Matter about an Identifiable Individual (1 item)

; 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

3. Moved by S. Smith, Seconded by D. Reynard & Carried:-

That Council returns to the open session from its closed session at 11:30 a.m. with the following items to be introduced:

Personal Matter About an Identifiable Individual:

Committee Appointments:

That Council of the City of Kenora supports the appointment of Constable Ronni Grosenick to the Community Policing Committee for the term at the pleasure of Council; and further

That Council of the City of Kenora supports the appointment of Deborah Hatfield (BISNO rep) and Mary E. Bawden to the Accessibility Advisory Committee for the term at the pleasure of Council; and further

That Council of the City of Kenora supports the appointment of Penny Beal, James Williams, Paloma Corrin, and Barry William Corbett (Friends of Vernon Nature Area) to the Kenora Urban Recreational Trails Committee for the term at the pleasure of Council.

Recommendation Approved.

17. Close Meeting

Meeting closed at 11:30 a.m.