



**City of Kenora**  
**Committee of the Whole**  
**Minutes**  
**Tuesday, March 6, 2018**  
**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 Sharon Smith  
Councillor Colin Wasacase

**Regrets:** Councillor Louis Roussin

**Staff:** Karen Brown, CAO, Heather Kasprick, City Clerk, Sharen McDowall, Human Resources Strategist, Jeff Hawley, Manager of Operations & Infrastructure, Matt Boscaroli, Manager of Community & Development Services, Casey Pyykka, Recreation Services

**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 March 20, 2018 meeting:-**  
N/A

**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 D. Reynard, Seconded by M. Goss & Carried:**  
That the Minutes from the last regular Committee of the Whole Meeting held February 13, 2018 and a Special Committee of the Whole meeting held February 20, 2018 be confirmed as written and filed.

**D. Deputations/Presentations**

**Jessalyn Watt, Cloverbelt Local Food Coop**

Ms. Watt explained what a local food coop is as a non-profit, multi-stakeholder co-op creating food accessibility through an online farmers' market with regular scheduled order cycles. It connects communities with local goods via distribution sites spanning 350 km across Northwestern Ontario.

The Food Coop's objectives include increasing visibility & accessibility of local foods available for purchase; to educate our community & surrounding areas about the benefits of eating locally and to increase local food sales.

Background information on the Local Food Coop includes website/system developed throughout 2013 & launched in December of that year. Started with 100 members in Dryden the area and they now have over 1,400 members from across the region (over 140 producer members). They are distributing to multiple communities and collaborating with industries and communities to develop and deliver locally beneficial projects and initiatives.

Some of the projects they have done include: NWO Local Food Map (2014-17); Education Coordinator (2015-16); Community & consumer education; Community Greenhouse (2015); Community plots available; Agricultural Coordinator (2016-17); Increase institutional sourcing of local food & increase producer capacity.

They have four Community Coordinators (Sioux Lookout, Kenora, Rainy River, & Thunder Bay). Their goal is to create and grow community hubs and increase the amount of Ontario food products purchased by wholesale distribution & foodservice markets. A food charter will enhance the capacity of small & medium sized farms & processors to access mainstream markets and streamline local product purchasing and distribution as well as strengthen local policy to support Ontario food purchases. They plan to continue to expand current transportation network.

The Regional Food Charter project is to develop a food charter for the Kenora & Rainy River districts. A food charter is a value, vision, or principle statement, and/or series of goals, written by a city, town or region that has a broad base of support and describes what a community wants their food system to look like. It is a "reference document" for municipal decision makers. A food charter raises awareness and education about food issues, and forms a basis for action. A regional food charter can provide a platform for connecting existing local food projects across municipalities.

In partnership with: Lakehead University's Centre for Sustainable Food Systems Research Network; Northwestern Health Unit; Municipalities, & other key partners across the region. The Regional approach to encompass all small communities/ municipalities and an opportunity for collaboration. This shapes the vision and the future of the use of local food in the region. And provides a unified & clear set of principles for the basis of food procurement and decision making & policy development.

Food Charter Timeline includes: May-August 2017: Community Input Sessions; General and directed community input sessions with schools, hospitals, the NWHU, Rotary groups, and other community organizations/ groups. Interested in learning community members' priorities for our local food system; Sessions held in Sioux Lookout, Kenora, Ear Falls, Atikokan, Emo, Stratton, and Dryden; September-November 2017: Survey Development & Circulation. Input condensed into a survey circulated through community municipalities, community groups, and social media to narrow focus of charter and capture major common priorities. December 2017-March 2018: Draft Charter Development & Circulation; Final opportunity for community feedback before document finalized.

The Vision of the group include engaging with all residents of our region to respect a diversity of approaches to sustain a thriving local food system that supports our health and well-being in our communities, our environment, and our regional economy. And their purpose is to create a

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just food system that ensures all members of our community have access to adequate, healthy, safe, affordable, and culturally appropriate food.

There is one final survey available and they are collecting feedback on the draft until the end of March. The final version will be ready for endorsement in early spring 2018 and they are looking for City/ Town Councils, Townships, organizations, First Nations, and institutions in NWO to endorse the document by implementing action items and working collaboratively to achieve communal vision. Regional participation offers opportunity to collaborate for education, funding, local food initiatives, transportation, infrastructure, etc.

The funding for this program ends March 31, 2018 and then it becomes a volunteer position. They already have over 450 members in Kenora and they want to triple this amount.

Council thanked Ms. Watt for her presentation and a copy was left with the Clerk.

### **Hannah Hulagrocki, Student Pool Staff**

Ms. Hulagrocki is speaking on behalf of the Kenora Recreation Center student staff regarding the recent wage change. The provincial student minimum wage has gone up to \$13.15/hour as of January 1<sup>st</sup> of this year. The pool student representatives are asking Council that the previous Student Wage Step Level Plan made in 2010 and renewed in 2014 be upheld indefinitely. The report stated that steps would be in place as to which position gets what pay based on responsibility and training. From pool attendant getting paid minimum wage to a lifeguard and instructor with two years getting paid \$14.20 in 2017. With each increase in provincial minimum wage the report stated that each position would be increased with respects to the amount minimum wage went up.

A pool attendant requires the minimum of Bronze Medallion and Emergency First Aid which ends up being 32 hours of in class training for the cost of \$266. Therefore, get paid minimum wage as per the report. A pool attendant cleans as well as runs the top of the slide guarding no lives but has the capability of assisting in an emergency.

An assistant guard needs the additional training of Bronze Cross and Standard First Aid. Which combined is 76 hours with a total cost of \$469. This position as per the report would get paid \$0.70 above minimum wage. An assistant guard in addition to the duties of a pool attendant can watch a pool alongside a full guard.

Furthering your training by taking the Water Safety Instructor Course is a total of 140 hours at a total cost of \$752. This position as per the report would get paid \$0.50 more than the assistant guard. This allows the employees to teach swimming lessons. As a student, we teach about 30% of children but bring in a larger % of revenue for the facility from evening and Sunday morning lessons.

Without the Water Safety Instructor Course, but adding the National Lifeguard Standard Course, a total of 116 hours and a total cost of \$735 is required. This allows the employee to now guard a pool by themselves and respond to emergencies with the same responsibility as a union guard. As per the report, this position would pay \$0.50 more than the assistant guard.

With all the previously stated credentials together a total of 180 hours and a total cost of \$1,017 is required. This position allows the employee to participate in guarding, teaching and become responsible for any and all emergencies that arise making this the most stressful position and allowing for an increase of \$1.30 more than what an instructor or lifeguard makes. The report also states that with each year in a set position a \$0.40 increase is given as a reward for dedication towards the facility and the city each year.

They also pointed out that these hours do not include the time outside of the courses that are dedicated to practice and to maintain standards. These courses are recertified every 2 years for an additional \$100 every time you recert each certification. These courses also take place during times that we would be working and therefore deprive us of shifts and money that would be made.

Our training doesn't end here, we also are asked and encouraged to further develop our skill set past these certification levels in order to provide further programming options for the public.

As the student employees, we work the bulk of swims at night and on the weekend. In 2017, we guarded 41,245 users of the aquatic facility. Dealing with the bulk of swims also means that as students, we are dealing with the bulk of injuries. We are the people that write up the most incident reports. The more certified you are, the more first aid you will administer. Moving up in the ranks also adds stress by giving additional responsibilities regarding the lives of others and being first responders. This responsibility is not restricted to just the pool area and we are expected to deal with situations in both the fitness area and thistles arena while on shift.

Through research into other pools in our region, they have found that Dryden recreation has two pools and pays their Assistant Guard \$13.76, Lifeguard or instructors are paid \$15.48, and lifeguard and instructor are paid \$17.20. They also receive an annual increase for each position. Fort Frances recreation center has one pool and pays their assistant lifeguards \$14.25, their lifeguard and instructor \$16.20, and a student senior guard \$16.80. Red Lake pays their lifeguards \$17.95 and their instructors get paid \$19.25.

The students shared wages of peers at various places around the city. Walmart pays students \$15.15 as a starting wage subject to periodic raises. Subway pays students \$14.00 with discounts. Shoppers Drug Mart Pharmacy pays students \$14.88. No Frills student employees get paid \$13.15 with periodic raises. Tim Hortons pays students \$13.15 with periodic raises, rewards for referrals and performance bonuses, as well as a jump in wage with becoming a team leader.

These jobs get paid less due to no external training except what is provided on shift and paid for in similar fashion to us completing WHIMS, orientation and monthly in-services.

In conclusion, the students are asking for the steps to be put back in place now and for future years so that attendant will get paid \$13.15, Assistant guard will be paid \$13.85, Life guard or instructor will be paid \$14.35, and life guard and instructor will be paid \$15.65. Each position will be paid an additional annual raise of \$0.40. There are also asking to get retroactively paid as of January 1<sup>st</sup> 2018 when the student minimum wage increased and the original steps were ignored.

Mayor Canfield thanked the delegation for their presentation and advised the students that the matter would be referred to administration.

## **E. Reports:**

### **1. Finance & Administration**

#### **1.1 2018 Christmas Closures**

##### **Recommendation:**

That Council authorizes the closure of City Hall and Operations Second Floor on December 24 and December 31, 2018 to reflect the dates falling on Mondays during the 2018 Christmas season; and further

That staff be required to have the appropriate vacation or lieu time to cover these closures.

#### **1.2 Kenora Sports Hall of Fame Funding Application to LOWRCF Support**

##### **Recommendation:**

That Council of the City of Kenora hereby supports the Kenora Sports Hall of Fame 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 building of the cabinets in the inaugural year.

### **2. Fire & Emergency Services**

No Reports

### **3. Operations & Infrastructure**

#### **3.1 Kenora Drinking Water System Summary**

##### **Recommendation:**

That the Council of the City of Kenora hereby receives the 2017 Kenora Drinking Water System Summary Report, for the period January 1<sup>st</sup>, 2017 to December 31<sup>st</sup>, 2017, as prepared by Biman Paudel, Water & Wastewater Division Lead.

**Discussion:** Council commended staff for their work and keeping our water safe. This is a fantastic report with great statistics and it is due to the staff's due diligence.

### **4. Community & Development Services**

#### **4.1 243 Rabbit Lake Road Lease Extension**

##### **Recommendation:**

That Council authorizes a five (5) year extension of lease agreement with William W. Creighton Youth Services at 243 Rabbit Lake Road; and further

That Council give three readings to a bylaw to authorize the extension of the lease agreement for 5 years commencing April 1, 2018 and ending March 31st, 2022 with William W. Creighton Youth Services for the lease fees outlined.

#### **4.2 Investment Readiness Assessment Project Findings**

##### **Recommendation:**

That Council hereby accepts the final report for the Investment Readiness Assessment project.

**Discussion:** Matt Boscarol, Manager of Community & Development Services provided an overview of the project as well as the results of the findings of the experience. It was noted that the takeaway for Council is that we are seriously underinvesting in Economic Development and this is something we should be looking at. Council was impressed with the information and feels this is a progressive approach to positive changes for the department which will improve our work with developers and investors.

#### **4.3 Making Kenora Home Social Enterprise**

##### **Recommendation:**

That Council of the City of Kenora hereby supports the initiative to develop a social enterprise in Kenora lead by the Making Kenora Home organization; and further

That the City recognizes the strategic alliance that supporting social enterprise will bring for the betterment of Kenora.

#### **4.4 Recreation 4<sup>th</sup> Quarter Report**

##### **Recommendation:**

That Council accepts the Revised 2017 Fourth Quarter Report for the Recreation Services Department.

**Discussion:** Casey Pyykka explained the process for reporting the revenue and ice rental revenues for the Kenora Recreation Centre. Council suggested some changes to her reporting for clearer information on ice rental amounts/revenues.

## **F. Proclamations**

None.

## **G. Other**

- Councillor McMillan commended staff on the Winter Carnival events and the hard work that staff put into the event. He also recognized International Women's Day.
- Councillor Smith echoed the efforts by staff on the winter carnival and the fireworks were fantastic.
- Councillor Reynard referenced the Council members who attended the OGRA conference and felt there were many good sessions that were beneficial. One particular session regarding housing was very beneficial.
- Mayor Canfield thanked staff for the winter carnival efforts and the fishing derby was a lot of fun and a great success. He thanked Jeff Hawley and his staff for the response to potholes in the community.

## **H. Next Meeting**

- Tuesday, April 10, 2018

## **I. Adjourn to Closed**

**Resolution #2 - Moved by Councillor D. Reynard, Seconded by M. Goss & Carried:**

That this meeting now be adjourned to a closed session at 10:22 a.m.; and further

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 (1 matter)**

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

Council reconvenes to open session at 12:27 p.m. with no reports from its closed session.

## **K. Close Meeting**

Meeting adjourned at 12:27 p.m.