

**COMMITTEE OF THE WHOLE
MINUTES**

**Held Tuesday, November 5, 2002
At 4:00 p.m. – City Council Chambers**

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PRESENT: **Mayor D. Canfield**
 Ron Lunny - **Councillor**
 Don McDougald - **Councillor**
 Rory McMillan - **Councillor**
 Ingrid Parkes - **Councillor**
 Ted Szajewski - **Councillor**
 Colin Wasacase - **Councillor**
 B. Preisentanz - **CAO**
 J. McMillin - **City Clerk**

- A. RESOLUTIONS PREPARED FOR *Tuesday, November 12/2002*:~**
- **Confirm Minutes**
 - **Approval of Accounts**
 - **Confirmatory By-law**
 - **Adjournment**

FINANCE & ADMINISTRATION

**1. Retention of One-third Expense Allowance from remuneration
HOLD**

2. Non-Union Recruitment Policy

RECOMMENDATION:

THAT Council of the City of Kenora approve the City of Kenora Non-Union Recruitment Policy HR-8-1-0.

Recommendation approved.

Joanne

3. Letter from NOMA, re: Contribution – N.O.R.M.S.

RECOMMENDATION:

THAT the Council of the City of Kenora provide a financial contribution in the amount of five (5) cents per capita (or a total of \$825.00), as is being requested from other municipalities within the NOMA jurisdiction, in order to assist NOMA in providing its funding share towards the cost of a Northern Ontario-wide study in conjunction with the Northern Ontario Heritage Fund Corporation funding application with respect to establishing the Northern Ontario Rural Medical School in dual campuses of the cities of Thunder Bay and Sudbury; and further

THAT the City also provide NOMA with a letter of support for this initiative.

Recommendation approved.

Joanne

4. Policy – Disposal of Surplus & Obsolete Materials

HOLD

RECOMMENDATION:

THAT Council of the City of Kenora approve the Disposal of Surplus & Obsolete Materials Policy No. FI-3-1.

5. New Lease – Loaf 'N Jug

RECOMMENDATION:

THAT Council give three readings to a by-law to authorize the execution of a lease agreement between the City of Kenora and Carl Snow of Loaf 'N Jug Food Mart.

It was agreed that the lease should reflect that there be "no parking" permitted on the leased area as it obstructs the sight lines. Also the matter of proper signage was discussed and that this will have to be addressed with the lessee for the information of the public.

Recommendation approved.

Paulette

6. City Pins

RECOMMENDATION:

THAT Council approve the request for 250 City pins from the Kenora Skating Club for their Regional Interclub Skating Competition.

Recommendation approved.

Joanne

7. AMO Alert – Ontario Regulation 244/02

It was noted this Regulation pertains to "right-of-ways" issues and AMO is encouraging municipalities to write the Minister of Municipal Affairs and Housing, supporting a review of this matter contained in the Regulation.

It was agreed that a letter of support be issued by the City for this purpose, under the Mayor's signature.

Mayor/Paulette

8. Salary Administration Policy – Non-Union Positions

RECOMMENDATION:

That Council of the City of Kenora approve Salary Administration Policy No. HR# with respect to the Salary Structure for Non-Unionized staff establishing annual progression on the approved salary grid based on annual goal setting and successful evaluation.

**Recommendation approved.
(Bill will confirm the Policy No. with H.R.)**

Joanne/Bill

9. Proclamation – "Drug Awareness Week"

RECOMMENDATION:

THAT the Mayor be and is hereby authorized to proclaim the week of November 16 – 23 as "Drug Awareness Week" in and for the City of Kenora.

Recommendation approved.

Joanne

Councillor McMillan suggested that Council should have some get background information from the local group on their request in order to make a statement on their behalf at the Council meeting.

Other Business:

2001 Consolidated Financial Statements

RECOMMENDATION:

THAT the 2001 Consolidated Financial Statements for the Corporation of the City of Kenora be received and approved by Council.

Recommendation approved.

Joanne

Councillor McMillan commended the staff in having these statements completed in a timely manner.

COMMUNITY SERVICES COMMITTEE

**1. The Winnipeg Foundation Allocation
HOLD**

2. Annual Diamonds & Ice Hockey/Baseball Tournament – 2003

RECOMMENDATION:

THAT the City of Kenora declare the 9th *Annual Diamonds & Ice Hockey & Baseball Tournament* a Community Festival as run in conjunction with Harbourfest; and further

THAT the City of Kenora approve the request to operate a Beer Gardens at the following times during the above described event subject to compliance with the Municipal Alcohol Policy and Liquor Control Regulations,

Location	Fri. Aug. 01, 2003	Sat. Aug. 02, 2003	Sun. Aug. 03, 2003
Keewatin Community Hall (Arena upstairs)	3:00 p.m. – 1:00 a.m.	11:00 a.m. – 12:00 a.m.	12:00 p.m. – 10:00 p.m.
Portage Bay Keewatin	3:00 p.m. – 10:00 p.m.	11:00 a.m. – 12:00 a.m.	12:00 p.m. – 10:00 p.m.

AND FURTHER THAT the Council for the City of Kenora authorize the donation of a total of sixteen (16) Golf Shirts, T-Shirts &/or Sweat Shirts to be used as part of the Tournament prize package in keeping with past practice whether taken from City stock or purchased where necessary; and further

THAT the overnight parking tow-away by-law be lifted at the Keewatin Memorial Arena from Fri. Aug. 01, 2003 at 6:00 p.m. to Mon. Aug. 04, 2003 at 8:00 a.m. in the interest of public safety relating to alcohol consumption.

Recommendation approved.

Joanne

EMERGENCY SERVICES – Councillor I. Parkes**1. Vacancy on Police Services Board – Community Member****RECOMMENDATION:**

THAT Council of the City of Kenora hereby appoints _____ to serve as Community Member on the Kenora Police Services Board, with a term to expire November 30, 2003.

HOLD for further review and recommendation.

OPERATIONS COMMITTEE

Councillor McDougald made a Declaration of Interest and left the meeting while the following item was discussed:-

1. Rabbit Lake Rd – Odour Control Ventilation**RECOMMENDATION:**

THAT the quotation received from Lake of the Woods Electric to supply and install a manhole odour ventilation system at Manholes #17 and #21, as specified, for the cost of \$39,774.00 (GST and hydro connection fees extra) be accepted.

Recommendation approved.

Joanne

Councillor McDougald then returned to the meeting.

2. Hired Equipment Tender – 2002/03 Winter Season**RECOMMENDATION:**

THAT the tenders for snow plowing City roads and streets for the 2002-2003 winter season received from Ed's Landscaping for two loaders at \$79.72 per hour (taxes included) and from Hugh Munro Construction for one grader at \$80.25 per hour (taxes included) be accepted;

AND THAT the tender for snow removal at the Kenora Parkade and Chipman Street parking lot for the 2002-2003 winter season received from Dunit Contracting for a Bobcat skid steer loader at \$48.15 per hour (taxes included) be accepted.

Recommendation approved.

Joanne

3. Tandem Truck Owners – Snow Removal – 2002/03**RECOMMENDATION:**

THAT the listing of Contractor Tandem truck rentals attached hereto required for snow removal operations on a rotational basis during the 2002/2003 winter season, at a rate of \$40.00 per hour, be hereby accepted.

Recommendation approved.

Joanne

4. Traffic Regulation By-law Amendments**RECOMMENDATION:**

THAT Council give three readings to a by-law to amend Schedules "C", "K", "O" and "P" to Comprehensive Traffic By-law Number 127-2001 as they pertain to the following areas:-

"C" – Amending Limited/Restricted Parking – Ottawa; Bay and 10th Streets

"K" – Adding Disabled Parking – Ottawa Street

"O" – Removal of Stop Sign – Lakeview Drive and Nethercutt Drive

"P" – Adding Yield Sign – Mary-Lou Street and Florence Avenue

Recommendation approved (resolution and by-law).

**Joanne/
Paulette**

OTHER BUSINESS:

Call for Christmas Tree Donation for Main Street

Councillor McDougald advised that the City has not been able to locate a tree for Main Street, and that if there is anyone who would like to donate a tree to contact the City.

Councillor McDougald advised that the traffic light mechanisms for Main/First Streets should arrive November 12 and will be installed shortly thereafter.

PROPERTY & PLANNING COMMITTEE

1. Re-zone Application – Devins (1st/2nd Readings only)

RECOMMENDATION:

THAT the application for amendment to zoning by-law 50-91 to rezone the subject property to R3 be approved with the condition that it not exceed a maximum of four dwelling units; and further

THAT as recommended by the Planning Advisory Committee, the three suites currently occupying the footprint of the residence be inspected by the Chief Building Official for compliance with the Ontario Building Code before the amendment is passed.

The subject property has now been sold and unless the owner who initiated the application assigns the matter to the new owner, this application will not proceed.

HOLD

On a related matter, Councillor Lunny expressed concern on the matter of several properties throughout the City illegally establishing apartments in their homes without a zoning amendment and/or a building permit. Councillor Lunny stressed the need for the City to ensure our by-laws are being enforced.

2. Re-zone Application – Norman Hotel

HOLD

3. Kenora District Service Board – Service Delivery Options

HOLD

4. Naming of Roads – Rippling Water Subdivision**RECOMMENDATION:**

THAT the Council of the City of Kenora approves "Riverbend Drive", "Island View Drive", and "Lost Lane" as the names of the roads developed through the subdivision agreement with Rippling Water Developments Inc., in by-law no. 132-2001.

Recommendation approved (resolution and by-law).

**Joanne/
Paulette**

5. Letter of C. Delaney – Building Permit – 602 Ottawa Street

HOLD – will be reviewed at November 8 Property & Planning Meeting.

In response to an inquiry from Councillor Parkes on this matter, Jeff Port noted that a Zoning By-law amendment would be required in the event Canada Post establishes a commercial parking lot on the residential lot adjacent to 602 Ottawa Street.

UTILITIES & COMMUNICATIONS COMMITTEE**1. Amendment to Hiring Policy for KMTS Staff through Commission**

HOLD

RECOMMENDATION:

THAT KMTS staff requirements included in approved business cases or budgets not require further approval by the KMTS Commission or City Council.

2. Telephone Commission – Vacancy – At-large Member

The Commission was requested to review previous applications when the Commission was first established and to bring forth a recommendation, otherwise this vacancy will be advertised.

HOLD for recommendation.

KMTS Contract Positions

This item is referred back to the Telephone Commission for recommendation.

OTHER BUSINESS**Request for Letter of Support – "Two-Hatter Bill 130"**

At the request of Councillor Parkes it was agreed the City send a letter to support to AMO and the province, in support of the passage of Bill 30 (Volunteer Firefighters Employment Protection Act, 2002).

Joanne

Motion required adjourning to Closed Meeting:

Moved by R. McMillan, Seconded by C. Wasacase, and Carried:

THAT this meeting be now declared closed at 5:00 p.m.; and further

THAT Council adjourn to a Closed Meeting to discuss the following:

- i) pending acquisition of land;
- ii) security of municipal property.

No action as a result of the Closed Session.

The meeting adjourned at 6:30 p.m.

