

**COMMITTEE OF THE WHOLE**

**MINUTES**

**Held Tuesday, November 26, 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**  
**Ted Szajewski**    -            **Councillor**  
**Colin Wasacase** -            **Councillor**  
**B. Preisentanz**    -            **CAO**  
**J. McMillin**        -            **City Clerk**

**ABSENT:**            **Ingrid Parkes**    -            **Councillor**

**A. RESOLUTIONS PREPARED FOR *Monday, December 2/2002:*~**

- **Confirm Minutes**
- **Approval of Accounts**
- **Confirmatory By-law**
- **Adjournment**

**FINANCE & ADMINISTRATION**

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

**RECOMMENDATION:**

WHEREAS Section 255(2) of The Municipal Act, 2001, came into effect on December 12, 2001; and

WHEREAS the Council of the City of Kenora’s Remuneration By-law makes reference that one-third of its remuneration shall be deemed as an expense allowance; and

WHEREAS the Council of the City of Kenora has agreed that the one-third tax-free expense allowance remain in effect;

NOW THEREFORE BE IT RESOLVED THAT the Council of the City of Kenora hereby declares that one-third of the remuneration paid to elected Members of Council of the City of Kenora shall continue as expenses incident to the discharge of their duties as Members of the Council.

**Recommendation approved (resolution and by-law).**

**Joanne**

**2. Policy – Disposal of Surplus & Obsolete Materials**

**RECOMMENDATION:**

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

**Recommendation approved.**

**Joanne**

**3. Appointment of Municipal Auditor**

**RECOMMENDATION:**

THAT BDO Dunwoody be appointed the City's municipal auditors for the year ending 31 December 2002.

**Recommendation approved (resolution and by-law).**

**Joanne/Paulette**

**4. Assistant Planner Position**

**RECOMMENDATION:**

THAT the Council of the Corporation of the City of Kenora provides continued support to its goals for long-term growth and development by:

1. Approving the Planning Assistant as a full time position in accordance with the position description as hereby attached;
2. Placing the Planning Assistant position on the management salary grid at Band 12, in accordance with the qualifications and responsibilities of the position;
3. Appointing Tara Rickaby as Planning Assistant; and
4. Approving this placement effective January 1, 2002.

**Recommendation approved.**

**Joanne**

**5. Banking Services Proposal**

**RECOMMENDATION:**

THAT the City appoint TD Canada Trust as the successful proposal for the City of Kenora banking services for a five year period, with an option to renew the proposal for an additional five year term.

**Recommendation approved.**

**Joanne**

**6. Section 442 – 2002 Cancellation & Refund of Taxes**

**RECOMMENDATION:**

THAT the Section 442 tax adjustments totaling \$6,717.43 with resulting refunds of \$6,691.35 be approved.

**Recommendation approved.**

**Joanne**

**7. 2003 Insurance Premium – Cowan**

**RECOMMENDATION:**

THAT the City of Kenora's 2003 insurance services be provided through the Frank Cowan Company Limited at a cost of \$359,184.00 plus O.R.S.T. ; and further

THAT the deductible limits on Automobile, Property and Boiler be raised to \$10,000.00.

**Recommendation approved.**

**Joanne**

**Councillor Wasacase arrived at 4:22 p.m.**

**8. Area Services Board – Proposal**

**RECOMMENDATION:**

THAT Council of the City of Kenora support a modified Area Service Board option which would include an ASB East and ASB West model and is desirous of beginning a dialogue among the affected area communities to consider the investigation of this modified ASB model and the possible development of a proposal to establish such an option; and further

THAT prior to any final commitment, comparative analysis of other alternate service delivery structures be undertaken to confirm the recommended service delivery structure.

**Committee agreed that the sample resolution received be presented at the December 2 meeting, and further that an additional resolution be introduced, in keeping with similar wording to the above recommendation.**

Joanne

**OTHER BUSINESS:**

**TEMPORARY (CSR) Customer Service Representative**

**RECOMMENDATION:**

THAT Council approve the Finance and Administration department to call in a temporary staff person for periods as required to assist with long distance resale implementation, with the total duration of employment not to exceed six weeks.

**Recommendation approved.**

Joanne

**COMMUNITY SERVICES COMMITTEE**

**1. The Winnipeg Foundation Allocation  
HOLD**

**2. Wharf Lease Agreement – Houseboat Adventures**

**RECOMMENDATION:**

THAT Council give three readings to a by-law to authorize the entering into of a lease with Jeff Gordon c.o.b. Houseboat Adventures for use of the south end of the Main Street Dock.

**Recommendation approved.**

Paulette

**3. Blow Down Site Restoration**

**RECOMMENDATION:**

THAT the Mayor & Council accept and approve the award of contract to Wm. Loughed Trucking Ltd. in the amount of \$27,900.00 plus applicable taxes for the required blow down site cleanup; and further

THAT an additional allocation of funding for \$3,000.00 be approved for removal of danger trees and tree hang ups.

**HOLD**

**4. Ontario Works Christmas Office Closure**

**RECOMMENDATION:**

THAT the Mayor & Council approve the closing of the Ontario Works office on Friday, December 27, 2002.

**Recommendation approved (KDSB is to be advised).**

**Joanne/Barry**

**5. Community Club – Grant Policy**

**RECOMMENDATION:**

THAT the Mayor & Council approve Policy Number **CS-1-4** being Guidelines for Community Club Granting starting with the 2003 operating season; and further

THAT policy resolution CS-04-00 and CS-04-01, dated 02/26/96 is hereby repealed.

**Recommendation approved.**

**Joanne**

**6. Terms of Reference – Advisory Committee**

**RECOMMENDATION:**

THAT the Mayor & Council approve the Terms of Reference of the Kenora Recreation Centre Renovation/Expansion Advisory Committee.

**Recommendation approved.**

**Joanne**

**7. Proposed Boating Speed Reductions-Harbourfront/Norman**

**RECOMMENDATION:**

THAT as recommended by the Kenora Port Authority, the Council of the City of Kenora consider imposing a 9 km boating restriction on various areas on Lake of the Woods, as set out on the attached map; and further

THAT should Council decide to undertake this plan, the following steps be initiated to prepare an application for this purpose:

- define by legal description and size, the exact areas to be included in the application and outlined on a map;
- define the speed control to be enforced for each specific area;
- define exactly what activities, if any, will be prohibited (i.e. pwc's; water skiing, regattas, etc.;
- define such descriptions as "no wake zone", "park" ,"beach", "personal watercraft", "buoys", etc.
- arrange for the holding of a least one public meeting in order to communicate the City's intention to implement such restrictions.

Committee agreed that this item be referred back to the Kenora Port Authority to review in more detail to determine if the recommendation can be "softened." It was discussed whether or not reference to the 9km should be removed. As indicated by Councillor Lunny there are other ways of dealing with safety aspects in these areas rather than a final solution of imposing a speed reduction.

Bill

**8. Lk of the Wds Hospital Foundation – City of Kenora Assistance  
RECOMMENDATION:**

THAT the Council of the City of Kenora approve paying for the power to light the structures decorating the Harbourfront Green belt for the Holiday Season to assist the Lake of the Woods Hospital Foundation fundraising program; and further

THAT the Hospital Foundation submit an approved schedule of operations and times that the structures will be lit and operating.

**Recommendation approved.**

Joanne

**EMERGENCY SERVICES**

**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**

**2. Endorsation of Resolution – Pickle Lake, re: Fuel Tank Regulations  
HOLD for report and recommendation.**

Warren B.

**3. Amendments to Fire Control By-law No. 84-2000  
RECOMMENDATION:**

THAT Council give three readings to a by-law to Amend Fire Control By-Law Number 84-2000 by replacing Section 3.6 with: "there shall be a fee of ten dollars (\$10.00) for the issuance of a fire permit"; and further

THAT Section 3.7 include: "there shall be a fee of twenty dollars (\$20.00) should an Inspection of an Open Air Burning Permit be required."

**Committee recommended this item be referred back to Emergency Services Committee to get clarification on a number of issues, i.e. permission for burning barrels, how long will permit be in effect, exclusion of rural areas or not, review of any set fines.**

Warren B.

**HOLD**

**OPERATIONS COMMITTEE**

**1. Payment of Various Invoices – Jones Rd Sewer/Water Project  
RECOMMENDATION:**

That Council of the City of Kenora hereby authorize the payment of the following invoices with respect to the Jones Road water and sewer project and the Jones Road reconstruction project:

1. Summit Pipelines Services Ltd. \$ 390,066.70
  - Certificate payment no. 13 - release of holdback – Jones Rd. water & sewer
2. UMA Engineering Ltd. \$ 1,383.33
  - Engineering services inv#021041-0167 – Jones Rd. water & sewer
3. Hugh Munro Construction Ltd. \$ 549,899.26
  - Jones Road reconstruction – progress #3
4. ENL(Engineering Northwest Ltd.) \$ 35,639.00
  - Engineering services Jones Road reconstruction – inv#2181

**Recommendation approved.**

**Joanne**

## **2. ROMA/OGRA 2003 Convention Attendance**

### **RECOMMENDATION:**

THAT authorization be given for up to four (4) combined employees and Members of Council to attend the Rural Ontario Municipal Association/Ontario good Roads Association (ROMA/OGRA) Conference being held February 23 to 26, 2003 in Toronto; and further

THAT eligible expenses be hereby authorized.

**Recommendation approved.**

**Joanne**

## **3. Traffic Regulation Amendment – Birchwood Crescent**

### **RECOMMENDATION:**

THAT the Traffic Regulation Bylaw 127-2001 be amended as follows:  
Schedule "P" – Yield Intersections

#### **Intersection**

#### **Facing Traffic**

#### **ADD**

Birchwood Cres and Birchwood Road  
East bound on Birchwood Cres

**Recommendation approved (resolution and by-law).**

**Joanne/Paulette**

## **4. Coker Road Bailey Bridge Repair**

### **RECOMMENDATION:**

THAT the tender received from Moncrief Construction Limited, Kenora Ontario in the amount of \$70,513.00 (GST included) to complete the Coker Road Bailey Bridge Crib Replacement and Regrading, as specified be accepted; and further

THAT the following sources of funding be authorized to complete the project:

\$45,000.00 allocated from Coker Road Bridge Capital Expenditure-2002  
\$35,000.00 transferred from Beggs Loop Bridge Capital Expenditure, 2002

(a by-law to authorize the road closure, may be introduced December 2).

**Recommendation approved.**

**Joanne**

**5. Traffic Regulation By-law Amendments**

**RECOMMENDATION:**

THAT the amendments appended hereto to Schedule "B" No Parking-Tow Away Zones and Schedule "G" Parking Meter Zones of Traffic Regulation Bylaw #127-2001 be hereby authorized; and further

THAT this Bylaw shall come into affect on the final passing thereof and upon the installation of the necessary regulatory signage.

**Recommendation approved (resolution and by-law).**

**Joanne/Paulette**

**6. Traffic Regulation By-law Amendments – Main Street Plan**

**RECOMMENDATION:**

THAT the amendments, appended hereto, to Schedules "B", - No Parking Tow Away Zones, "K" – Disabled Parking on Streets and Highways, and "G" – Parking Meter Zones of Traffic Regulation Bylaw #127-2001 be hereby authorized and come into affect on the final passing thereof and upon the installation of the necessary regulatory signage.

**Recommendation approved (resolution and by-law).**

**Joanne/Paulette**

**7. Water Treatment Plan Upgrade Project**

**RECOMMENDATION:**

THAT the proposal received from Mequipco Ltd., Winnipeg, Manitoba for the material supply of the Chemical Feed system, as specified, at a cost of \$85,949.00 (taxes extra, FOB Kenora) be accepted;

AND THAT the proposal received from Metcon Sales and Service Limited, Concord, Ontario for the material supply of the Clearwell Baffle Curtains, as specified, at a cost of \$26,507.00 (taxes extra, FOB Concord, Ontario) be accepted.

**Recommendation approved.**

**Joanne**

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

**8. Electrical Installs of Standby Generators**

**RECOMMENDATION:**

THAT the tender for the electrical installation, as specified of three standby generators, one each, at the Main Street, Matheson Street and Sultana Avenue Pumping Stations be awarded to D. A. Electric (Kenora) in the amount of \$29,994.77 (plus gst) be accepted.

**Recommendation approved.**

**Joanne**

**Councillor McDougald then returned to the meeting.**

**9. Staff Hiring – Water Treatment Plant**

**RECOMMENDATION:**

THAT Council approve the hiring of a Junior Operator at the Water Treatment Plant, increasing the position complement to four from three; and further

THAT Council approve the posting of the above position and any subsequent postings of any internal positions that may result from this posting.

**Recommendation approved.**

**Joanne**

**10. Kenora Transit Authority Commission – “Senior” Vacancy**

**RECOMMENDATION:**

THAT Jim Tooke be appointed as Senior-at-large representative to replace Doris Bielby on the Kenora Transit Authority Commission; and

THAT Margaret Maybank be appointed as the Handi Transit rep. on the Commission, with Bob Fairfield as alternate; and further

THAT these appointments be in effect until November 30, 2003.

**Recommendation approved.**

**Joanne**

**PROPERTY & PLANNING**

**1. Re-zone Application – Devins (1<sup>st</sup>/2<sup>nd</sup> 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.

**HOLD**

**2. Women’s Place Sign**

**RECOMMENDATION:**

THAT Council of the City of Kenora hereby approves an exemption to Women’s Place Kenora under the authority of Sign By-law No. 111-2001 for payment of fees associated with a sign at 530 Third St. North; and further



THAT Women's Place Kenora be hereby authorized to place a 3' x 5' sign on the west side of the front yard of the same property.

**Recommendation approved.**

**Joanne**

**3. Sale of Land to Ronnebeck – Rabbit Lake**

**RECOMMENDATION:**

THAT Council hereby declares that part of road allowance in front of 1 Outen Lane, designated as Part 1, Plan 23R-10733 as surplus municipal property to the needs of the City of Kenora; and further

THAT the necessary arrangements be made to sell the land to R. W. (Will) and Lynn Ronnebeck based on fair market value, including all associated costs (survey, appraisal, legal, transfer, advertising) in connection with this transaction.

**Recommendation approved.**

**Joanne**

**4. DST Environmental Phase 2 Report – Public Works Yard**

**RECOMMENDATION:**

THAT Council of the City of Kenora receive the DST Phase 2 Environmental Site Assessment Report dated October, 2002; and further

THAT selective remediation of identified contaminated soils as outlined in Option 2 of the Report be the preferred option for the environmental clean-up of the Public Works Yard on Highway 17 East.

**Recommendation approved.**

**Joanne**

**5. Amendment to Tariff of Fees By-law**

**RECOMMENDATION:**

**THAT** where objections to an application which has been approved by the City of Kenora, has resulted in an Ontario Municipal Board hearing, the City of Kenora shall be reimbursed and indemnified for costs and expenses incurred by the City of Kenora in order to prepare, attend and represent the City at said hearing. Without limiting the generality of the foregoing, such costs and expenses may include the fees and disbursements of City staff or consultants, planners, engineers, technical advisors and lawyers retained by the City for the hearing. The security for said costs and expenses should be as a deposit in the amount of \$5,000 for appeals of decisions with respect to either Official Plan or Zoning By-law amendments, appeals of Plans of Subdivision or Condominium or Site Control By-laws, and of \$3,000 for appeals of Consent or Minor Variance applications.

All of the deposit will be required upon receipt of a notice of hearing and will be adjusted, based on actual costs, whether the appeal is successful or not.

**THAT** the following fees be adopted:

**Planning/Building/Property**

a)	Official Plan Amendment	\$1,500.00
b)	Zoning By-law Amendment	850.00
c)	Temporary Use By-law	800.00
d)	Removal of "H" Symbol	500.00
e)	Minor Variance	250.00
f)	Consents to Sever	
	Per lot	450.00
g)	Technical Consent	250.00
h)	Special Meeting of PAC	300.00
i)	Deposit for OMB Hearing	
	Official Plan, Zoning By-law Amendments	
	Plans of Subdivision and Condominium	5,000.00
	Minor Variances and Consents	3,000.00
j)	Letter of Comfort	150.00
	Refusal	75.00
k)	Zoning Certificate	30.00
l)	Outstanding Work Orders	30.00
m)	Road Allowance Purchase	
	Administration fee	1,000.00
	+ Fair market value (purchase price)	
	+ All associated costs	
n)	Site Plan Agreements	
	Construction costs from \$0- \$800,000	800.00
	Construction costs over \$800,000	.1% of costs
o)	Development Agreements	
	Construction costs from \$0- \$800,000	800.00
	Construction costs over \$800,000	.1% of costs
p)	Subdivision/Condominium Application:	
	- up to 20 lots/units	2,000.00
	- 20 to 40 lots/units	4,000.00
	- over 40 lots	6,000.00
q)	Subdivision Agreement	
	- Rural	800.00
	- Urban	1,500.00

**HOLD for clarification on municipality's authority to impose a deposit system as set out in recommendation and pending receipt of other tariffs for the by-law to take effect in January, 2003.**

**Tara/Jeff**

**6. Re-zone Application – Norman Hotel-→HOLD  
RECOMMENDATION:**

THAT the Kenora Planning Advisory Committee recommends that the application for rezoning number Z08/02 (Heinrichs) be approved for a change to Tourist Commercial – C3 with the addition of professional offices and dwelling units as uses and to allow north side yard of 1.5 metres, south side yard of 3 metres, front yard of 7 metres and rear yard of 5 metres, according to the site plan dated November 4, 2002; and further

THAT the project should be subject to site plan and development agreements with the City of Kenora.

**7. Public Meeting – Official Plan for the City of Kenora  
\*Reminder of Meeting @ 4:45 p.m. – Monday, December 16**

**UTILITIES & COMMUNICATIONS COMMITTEE**

**1. Amendment to Hiring Policy for KMTS Staff through Commission**

**RECOMMENDATION:**

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

**HOLD**

**2. Telephone Commission – Vacancy – At-large Member→HOLD**

**3. KMTS Contract Positions**

**RECOMMENDATION:**

THAT Council of the City of Kenora adopt the recommendations as submitted by the KMTS General Manager and the KMTS Commission at their meeting of November 21, 2002 for the KMTS contract staff positions.

**Recommendation approved.**

**Joanne**

**4. Hiring of Temporary Staff**

**RECOMMENDATION:**

THAT Council of the City of Kenora approve the hiring of Warren Longe for a period not to exceed eleven (11) days.

**Recommendation approved.**

**Joanne**

**OTHER BUSINESS**

**Northern Ontario Messenger – Season’s Greetings Ad**

**Committee agreed to purchase an 1/8<sup>th</sup> of a page advertisement.**

**Joanne**

**Motion required adjourning to Closed Meeting:**

**Moved by R. Lunny, Seconded by R. McMillan, and Carried:**

THAT this meeting be now declared closed at 6:10 p.m.; and further

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

- i) security of municipal property.

**No Action as a result of Closed Session.**

The meeting adjourned at 6:25 p.m.



