

**COMMITTEE OF THE WHOLE
M I N U T E S**

**Held Tuesday, September 16, 2003
At 4:00 p.m. – City Council Chambers**

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PRESENT: **Mayor D. Canfield**
 Don McDougald - Councillor
 Rory McMillan - Councillor
 Ingrid Parkes - Councillor
 Ted Szajewski - Councillor
 Colin Wasacase - Councillor
 P. Grouda - Deputy Clerk

ABSENT: Ron Lunny

A. Public Information NOTICES as per By-law No. 14-2003

Take Notice that as required under Notice By-law No. 14-2003, Council hereby advises the public of its intention to adopt the following by-laws at its September 22 meeting:-

- 1) To amend the 2003 Capital Budget to add funding from the Downloaded Roads Reserve Fund for the Traffic Pole Structural and Safety Audit.
- 2) To amend the 2003 Capital Budget to add funding from the Pedestrian Walk Reserve Fund for the CPR Pedestrian Walkway canopy.

B. RESOLUTIONS PREPARED FOR Monday, September 22/2003:-

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

C. REPORT OF COMMITTEES:-

Councillor McMillan requested that Item No. 7 be discussed In Camera as it dealt with Personal Information.

FINANCE & ADMINISTRATION

1. Proclamation – October “Autism Awareness Month”

RECOMMENDATION:

That the month of October 2003 be proclaimed as “Autism Awareness Month” in and for the City of Kenora.

Recommendation Approved

<p>2. Proclamation – October “Sight Enhancement Month” RECOMMENDATION: That the month of October 2003 be proclaimed as “Sight Enhancement Month” in and for the City of Kenora.</p> <p>Recommendation Approved.</p>	<p>Paulette</p>
<p>3. Proclamation – October 13-19th – Canada’s Citizenship Week RECOMMENDATION: That the week of October 13-19th, 2003 be proclaimed as “Canada’s Citizenship Week” in and for the City of Kenora.</p> <p>Recommendation Approved.</p>	<p>Paulette</p>
<p>4. Post Retirement Employee Benefits – Actuarial Estimate RECOMMENDATION: THAT Council approve the proposal from Mercer HR Consulting for an actuarial valuation of the City of Kenora’s post-retirement employee benefits.</p> <p>Recommendation Approved.</p>	<p>Paulette</p>
<p>5. City Debentures - reissuance RECOMMENDATION: That Council approve the appropriate By-laws to reissue City debentures held through existing Town of Kenora By-laws 72-95, 73-95 and 78-95, as well as existing Town of Jaffray Melick By-law L41/95 as confirmed by Town of Kenora By-law 97-95.</p> <p>Recommendation Approved.</p>	<p>Paulette</p>
<p>6. Vacation Policy RECOMMENDATION: That Council of the City of Kenora approve the City of Kenora Non-Union Vacation Policy HR-08-02-08.</p> <p>Recommendation Approved.</p>	<p>Paulette</p>
<p>7. TJW Debenture RECOMMENDATION: THAT Council approve a By-law for the issuance of debenture financing in the amount of \$8,476,338.13 effective 31 December 2003 to finance the net municipal costs related to the TJW Development, budgeted to be financed through a debenture issue.</p> <p>This Item was discussed In Camera</p> <p>Recommendation Approved.</p>	<p>Paulette</p>
<p>8. Pedestrian Overhead Walkway – 8th Street RECOMMENDATION: That Council of the City of Kenora hereby amend the 2003 Capital Budget by</p>	<p>Paulette</p>

including a withdrawal from the Pedestrian Walk Reserve in the amount of \$33,000.00 for the 7th Avenue CP Pedestrian Walkway Canopy; and

That the appropriate notice be given in accordance with Notice Bylaw #14-2003; and further

That the tender for the supply and installation of a canopy for the CP Pedestrian Walkway be awarded to D & L Industries in the amount of \$31,800.00 plus GST.

Recommendation Approved.

COMMUNITY SERVICES COMMITTEE

1. New Horizons Senior's Centre

RECOMMENDATION:

That Council approves funding for the repair of the air conditioning unit at the Senior's Center

That Council accepts the bid of KC Refrigeration in the amount of \$ 4,438.00 for the repair.

Recommendation Approved.

2. Tenders – Wellness Centre

RECOMMENDATION – to follow:

An additional 48 hours has been granted to all the contractors before the tender opening. A recommendation will be brought forward to the September 22 Council Meeting.

EMERGENCY SERVICES

N/A

OPERATIONS COMMITTEE

1. Public Works Yard Site Remediation Contract

RECOMMENDATION:

THAT the Council of City of Kenora hereby accepts and approves the bid of Moncrief Construction Ltd., in the amount of \$506,665.70 (including GST); and further

THAT the Mayor and Clerk be authorized to enter into an agreement with Moncrief Construction for the Public Works Yard Site Remediation Contract.

Recommendation Approved.

2. Street Flusher

RECOMMENDATION:

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**F. Bergman/
Paulette**

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THAT the proposal dated September 5, 2003 received from Fort Garry Industries for the purchase of watering handle, model PCL-500, as specified, at a cost of \$22,350.00 (taxes extra, fob Kenora) be accepted.

Recommendation Approved.

3. Water Treatment Plant-Ammonium Sulphate Storage

RECOMMENDATION:

THAT the proposal received from Structural Glass Ltd. to supply, fabricate and install an ammonium sulphate storage tank, as specified, at a cost of \$11,725.00 (taxes and freight extra) be accepted.

Recommendation Approved.

4. Disposal of Tub Grinder

RECOMMENDATION:

THAT the tub grinder be declared surplus and made available for sale, having a minimum pre-set price of \$25,000.00, with the proceeds used to further enhance operating efficiencies within the solid waste department.

Recommendation Approved.

5. Traffic Pole Structural and Safety Audit Review

RECOMMENDATION:

THAT Council of the City of Kenora approve an appropriation from the Downloaded Roads Reserve in the amount of \$10,000.00 for the traffic pole structural and safety audit; and further

THAT the project be awarded in accordance with the Municipal Tendering Policy; and further

THAT Council give three readings to a bylaw to amend the 2003 Municipal Budget, together with meeting the requirements of Notice Bylaw 14-2003 for this purpose.

Recommendation Approved.

6. Engineering, Design and Contract Administration - Public Works Yard

RECOMMENDATION:

THAT the Council of City of Kenora hereby accepts and approves the quote of KGS Group, in the amount of \$162,094.00 + GST and a contingency of \$15,000 for approval fees and additional administration, as required; and further,

THAT the Mayor and Clerk be authorized to enter into an agreement with KGS Group for engineering, design and contract administration consulting services for the City of Kenora Public Works Yard: Road System, Site Works and Utility Services.

Recommendation Approved.

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PROPERTY & PLANNING COMMITTEE

1. Service Delivery Options – Ontario Works
HOLD

2. Zoning By-Law Amendment Application – Ne-Chee
HOLD

3. Property and Planning Policies

RECOMMENDATION:

THAT Council of the City of Kenora hereby approves the "Property and Planning Policies and Procedures;" and further

THAT the document be included into the City of Kenora Policies and Procedures Manual.

HOLD

4. Bell Canada-Easement Location JC-89 McKenzie Portage Rd.

RECOMMENDATION:

That Council give three readings to a Bylaw to enter into a lease agreement between the Corporation of the City of Kenora and Bell Canada for a building on McKenzie Portage Road.

HOLD

5. Real Estate Proposals

RECOMMENDATION:

That Century 21 Real Estate Ltd. be retained on a two year contract to provide real estate services to the City of Kenora.

Recommendation Approved.

UTILITIES & COMMUNICATIONS COMMITTEE

OTHER BUSINESS

Ontario Works Service Delivery Consultation

Meeting will be held Friday September 26th at the Machin Municipal Office at 10:00 a.m. for Ontario Works Administrators and other departmental staff.

Summer Beaver Tragedy

A letter of condolence to be sent to the Chief and residents of Summer Beaver as a result of the recent plane crash.

Northwest Training & Adjustment Board

An invitation to attend the official release of the 2001 Census Research Papers Series on Monday September 22nd at 2:00 p.m. at the Lake of the Woods Business Incentive Corporation office.

William Creighton Youth Services – Official Opening

An invitation has been extended to attend the Official Opening Ceremonies at the new Youth Detention/Custody Facility on Rabbit Lake Road on Friday

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Mayor

September 19 from 10:00 a.m. – 12:00 noon.

Coney Island Water Shut Off

Water has previously been shut off after Thanksgiving. Letters were sent out advising the water was to be shut off September 22nd. Letters have since gone out advising that the water will be shut off October 1st or later up to after Thanksgiving – it will be reviewed on a day by day basis. With the new water meters, the system is more vulnerable to freezing and it takes 4 days to shut the system down.

Heart and Stroke Videoconference

An invitation has been extended to attend a videoconference with Walter Gretzky, the National Spokesperson, on Tuesday, September 23rd at 9:30 a.m. at the Lake of the Woods District Hospital.

Kenora and Lake of the Woods Foundation – Kickoff

An invitation was extended for this function on September 25th at 7:00 a.m.

Northern Networks Trade Conference 2003

That a Councillor be authorized to attend the Northern Networks Trade Conference 2003 being held in Fort Frances September 25-27; and further

That all authorized expenses be approved.

Recommendation Approved.

Mayor Glenn Witherspoon Retirement

That Mayor Canfield and a member of Council be authorized to attend Mayor Glenn Witherspoon’s Retirement in Fort Frances on October 18th; and further

That all authorized expenses be approved.

Recommendation Approved.

Motion required adjourning to Closed Meeting:

Moved by T. Szajewski, Seconded by D. McDougald, and Carried:

THAT this meeting be now declared closed at 4:40p.m.; and further THAT Council adjourn to a Closed Meeting to discuss the following:

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

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