

# COMMITTEE OF THE WHOLE MINUTES

Held Tuesday, February 17, 2004  
At 4:00 p.m. – City Council Chambers

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<b>PRESENT:</b>	<b>David Canfield</b>	<b>-</b>	<b>Mayor</b>
	<b>Len Compton</b>	<b>-</b>	<b>Councillor</b>
	<b>Rory McMillan</b>	<b>-</b>	<b>Councillor</b>
	<b>Andrew Poirier</b>	<b>-</b>	<b>Councillor</b>
	<b>Ted Szajewski</b>	<b>-</b>	<b>Councillor</b>
	<b>Colin Wasacase</b>	<b>-</b>	<b>Councillor</b>
	<b>B. Preisntanz</b>	<b>-</b>	<b>CAO</b>
	<b>J. McMillin</b>	<b>-</b>	<b>City Clerk</b>
	<b>R. Perchuk</b>	<b>-</b>	<b>Operations Mgr.</b>
<b>REGRETS:</b>	<b>Ingrid Parkes</b>	<b>-</b>	<b>Councillor</b>

## **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-law at its February 23 meeting:-

- **To amend Schedule "B" to Tariff of Fees By-law #100-2003 to provide for a park rental permit with rate schedule.**

## **B. Resolutions prepared for Monday, February 23/2004:-**

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

## **C. DECLARATION OF PECUNIARY INTEREST**

There were none.

## **D. REPORT OF COMMITTEES:-**

### **FINANCE & ADMINISTRATION**

#### **1. Council Governance Structure**

##### **RECOMMENDATION:**

THAT Council give three readings to a by-law to establish rules of order and procedures for the Council of the City of Kenora.

##### **HOLD**

**Committee agreed there be a further review of the proposed structure and model options in order to coordinate and streamline our procedures.**

**Due to the earlier direction given to the Clerk and subsequent resolution adopted at the end of January, it will be necessary from a processing point to introduce a motion to address the request of Committee to review this matter as a by-law will not be going forward on February 23.**

**RECOMMENDATION:**

THAT Council meet as a Committee of the Whole to further review and discuss the various options for a streamlined and effective Governance Model prior to proceeding with adopting a new Procedural By-law; and

THAT a recommendation be brought forward on or before March 31, 2004 on the preferred model; and further

THAT Resolution No. 12 dated January 26, 2004 is hereby rescinded.

**Recommendation approved.**

**Joanne**

**2. Doctor Shortages – Rural Health Action Plan**

**RECOMMENDATION:**

THAT Council of the City of Kenora recognizes Ontario's acute physician shortage as a major health issue in Northwestern Ontario and supports the work of the NOW Alliance and its Rural Health Action Plan; and

THAT the Minister of Health and Long Term Care, the Honourable George Smitherman and Dr. Larry Relick, President of the OMA, be urged to adopt provisions consistent with NOW's Plan in the next collective agreement; and further

THAT NOW Alliance hold "town hall meetings" to allow citizens an opportunity to discuss the Rural Health Action Plan and distribute the NOW petition for signature widely within the City of Kenora.

**Councillor Compton requested an amendment to the recommendation to include "Health Professionals" with the physician shortage, and Committee agreed to this amendment.**

**AMENDED RECOMMENDATION:**

THAT Council of the City of Kenora recognizes Ontario's acute **physician/health professional shortage** as a major health issue in Northwestern Ontario and supports the work of the NOW Alliance and its Rural Health Action Plan; and

THAT the Minister of Health and Long Term Care, the Honourable George Smitherman and Dr. Larry Relick, President of the OMA, be urged to adopt provisions consistent with NOW's Plan in the next collective agreement; and further

THAT NOW Alliance hold "town hall meetings" to allow citizens an opportunity to discuss the Rural Health Action Plan and distribute the NOW petition for signature widely within the City of Kenora.

**Recommendation approved.**

**Joanne**

**3. Chamber of Commerce Membership**

**RECOMMENDATION:**

THAT authorization be hereby given to take out a 2004 Membership with the Kenora and District Chamber of Commerce in the amount of \$160.50; and further

THAT Chamber of Commerce Membership be included in the 2004 municipal operating budget.

**Joanne**

**Recommendation approved.**

**4. Amending Agreement – First Pro Developments**

**RECOMMENDATION:**

THAT Council of the City of Kenora give three readings to a by-law to authorize the execution of the Amending Agreement between the City of Kenora and 1286730 Ontario Limited with respect to municipal property located on Highway 17 East, by extending the Conditions Date to March 29, 2004 and Closing Date to April 29, 2004.

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

**Joanne/  
Paulette**

**5. Appointment to Kenora Airport Authority**

**RECOMMENDATION:**

THAT as recommended by the Finance and Administration Committee, Mayor David Canfield be hereby appointed the municipal representative on the Kenora Airport Authority with a term to expire November 30, 2006; and further

THAT Resolution No.14 dated December 1, 2003 be and is hereby rescinded.

**Mayor Canfield requested that an amendment be made to the recommendation to include Councillor Compton as an alternate on the Airport Authority, and Committee agreed to this amendment.**

**AMENDED RECOMMENDATION:**

THAT as recommended by the Finance and Administration Committee, Mayor David Canfield be hereby appointed the municipal representative on the Kenora Airport Authority **and Councillor Len Compton as alternate**, with a term to expire November 30, 2006; and further

THAT Resolution No.14 dated December 1, 2003 be and is hereby rescinded.

**Recommendation approved.**

**Joanne**

**6. Municipal Grants Review**

**RECOMMENDATION:**

THAT the Mayor and Council approve municipal grants totalling \$12,777.38 for 2004 as follows:

St Nicholas Ukrainian Catholic Church	1,300.00
Lake of the Woods Historical Society	3,477.38
Harbourfront Concert Series	2,000.00
Lake of the Woods Search and Rescue	5,000.00
SunDay Smiles Family Entertainment Series	1,000.00

AND THAT the release of these funds be contingent on final budget approval; and further

THAT increased reporting requirements be put in place for those organizations receiving municipal grants, and that future year funding be conditional on that organization's ability to meet those increased requirements.

**A discussion ensued on whether or not this recommendation should or should not proceed at this time, noting the 2004 budget has not yet been approved. It was noted this is a prime example that these types of requests should not, and would not be in front of Council if the budget process could be streamlined and approved before the beginning of each year.**

**Concern was expressed that we have already approved similar requests of this nature and that we should not be putting these ones on hold.**

**Committee agreed that the groups identified be made aware that this approval is contingent on the final budget approval, and there is the possibility these items may be cut as the budget process continues.**

**Recommendation approved.**

**Joanne**

**7. 2004 LOWBIC Budget Submission**

**RECOMMENDATION:**

THAT Council of the City of Kenora authorize a first quarter payment to LOWBIC for 2004 in the amount of \$61,250 based on 25% of 2003 funding; and further

THAT a final level of funding for services and programs provided by LOWBIC on behalf of the City of Kenora for 2004 be determined and approved by March 31, 2004.

**Recommendation approved.**

**Joanne**

**8. Various Proclamations**

**RECOMMENDATIONS:**

1. THAT the Mayor be and is hereby authorized to proclaim the month of March as "Red Cross Month" in and for the City of Kenora.
2. THAT the Mayor be and is hereby authorized to proclaim the month of March as "March is Easter Seal Month" in and for the City of Kenora.

3. THAT the Mayor be and is hereby authorized to proclaim Friday, March 5, 2004 as a "Rape Free Zone" in and for the City of Kenora.

**Recommendations approved.**

**Joanne**

**9. Assume Streets & Lanes – Public Works Yard (Hwy. 17 E)**

**RECOMMENDATION:**

THAT Council give three readings to a by-law to assume those parts of the streets and two lanes in the Town of Kenora, now City of Kenora, in the District of Kenora, as shown on Registered Plan M.63 Designated as Parts 7, 8, 9, 10 and 11 on Plan 23R-10931.

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

**Joanne**

**10. Audit Committee – Terms of Reference & Appointment**

**RECOMMENDATION:**

THAT Council approve the Terms of Reference for the City Audit Committee; and

THAT the following three Members of Council be appointed to the City's Audit Committee:

Councillor R. McMillan  
Councillor A. Poirier  
Councillor L. Compton; and

THAT the Manager of Finance & Administration be directed to commence advertising to recruit external applicants for the Audit Committee; and further

THAT the Members of Council appointed to the City's Audit Committee review the external applications for the Audit Committee, and provide Council with a recommendation for the two (2) external Audit Committee Members.

**Recommendation approved.**

**Joanne**

**11. Appointments to B.I.A. Board of Directors**

**RECOMMENDATION:**

THAT the following be appointed to the Board of Directors for the Business Improvement Area, with a term to expire November 30, 2006:-

Bill Richards  
Dean Brennan  
Marc Bissonnette  
Vacancy (to be advised by BIA)  
Councillor Rory McMillan

**Recommendation approved.**

**Joanne**

**It was noted that Rhoda Beasant resigned this morning due to unforeseen circumstances, and the new BIA Board will submit its recommendation to fill this vacancy for the February 23 meeting.**

**COMMUNITY SERVICES**

**1. Wellness Centre Information Report  
Ongoing**

**2. National Midget Championship**

**RECOMMENDATION:**

THAT Council of the City of Kenora receives the recommendation from the Leisure Services Committee, to support the National Midget Championship in the amount of \$10,000 as a Diamond Sponsor.

**Recommendation approved.**

**Joanne**

**3. Community Club Grants**

**RECOMMENDATION:**

THAT Council of the City of Kenora receives the recommendation from the Leisure Services Committee, approving the grant amount of \$4,000.00 to each of Pinecrest, Evergreen, and Central Community Club.

**Recommendation approved.**

**Joanne**

**4. Park Rental Permit & New Rate Schedule**

**RECOMMENDATION:**

THAT Council of the City of Kenora accept the recommendation from the Community Services Committee, approving the revised Park Rental Permit and,

THAT Council receive the recommendation from the Community Services Committee, approving the rate schedule for Park Rental of \$25.00 for Youth Groups, \$50.00 for Private Gatherings (less than 50 people), \$100.00 for Special Events (groups over 50 people) for the rental of green space in the City of Kenora's Parks; and

THAT in accordance with Notice Bylaw Number 14-2003, public notice for this increase be given; and

THAT Council give three readings to a by-law to amend Schedule "B" of Fees and Charges By-law Number 100-2003; and further

THAT this increase takes effect May 1, 2004.

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

**Joanne/  
Paulette**

**5. Keewatin Library Mould Remediation**

**RECOMMENDATION:**

THAT the 2004 Capital Fund Budget be amended to add the additional capital expenditure in the amount of \$12,500 for the emergency repair; and further

THAT Council of the City of Kenora receive and award the tender for mould remediation from Asbestrol Services Inc. in the amount of \$4,800 plus GST and that this amount be included in the 2004 municipal operating budget.

**Recommendation approved.**

**Joanne**

**6. Minimum Wage Increase – Concession/Rink Attendants**

**RECOMMENDATION:**

THAT Council of the City of Kenora receive the recommendation from the Community Services Committee, to authorize the increase and implementation of the wage step level plan for the Concession and Rink Attendants, as outlined:

<b>Concession</b>	<b>Step 1 – Start</b>	<b>Step 2 - Experience</b>
Student (17 years & under)	\$6.70 (Ontario min. wage)	\$7.15
Adult (18 years & over)	\$7.15(Ontario min. wage)	\$7.60
Team Leader	Minimum Wage	\$10.00(previously approved)

<b>Rink Attendants</b>	<b>Step 1 – Start</b>	<b>Step 2 - Experience</b>
Students - 17 years & under	\$6.70 (Ontario min. wage)	\$7.15
Students - 18 years & over	\$7.15 (Ontario min. wage)	\$7.60

AND FURTHER THAT the graduation to Step 2 is pending satisfactory performance as monitored through regular performance appraisals, and all Concession and Rink Attendant staff will remain strictly seasonal with interested staff being required to reapply annually.

**Councillor Poirier requested that an amendment be made to the recommendation to include an effective date of February 1, 2004 and Committee agreed to this amendment.**

**AMENDED RECOMMENDATION:**

THAT Council of the City of Kenora receive the recommendation from the Community Services Committee, to authorize the increase and implementation of the wage step level plan for the Concession and Rink Attendants, **effective February 1, 2004**, as outlined below:-

<b>Concession</b>	<b>Step 1 – Start</b>	<b>Step 2 - Experience</b>
Student (17 years & under)	\$6.70 (Ontario min. wage)	\$7.15
Adult (18 years & over)	\$7.15(Ontario min. wage)	\$7.60
Team Leader	Minimum Wage	\$10.00(previously approved)

<b>Rink Attendants</b>	<b>Step 1 - Start</b>	<b>Step 2 - Experience</b>
Students - 17 years & under	\$6.70 (Ontario min. wage)	\$7.15
Students - 18 years & over	\$7.15 (Ontario min. wage)	\$7.60

AND FURTHER THAT the graduation to Step 2 is pending satisfactory performance as monitored through regular performance appraisals, and all Concession and Rink Attendant staff will remain strictly seasonal with interested staff being required to reapply annually.

**Recommendation approved.**

**Joanne**

**EMERGENCY SERVICES**

**1. Municipal Forest Fire Management Agreement with M.N.R.**

**RECOMMENDATION:**

THAT Council of the City of Kenora enter into a further Municipal Forest Fire Management Agreement with the Ministry of Natural Resources for the period between 1 April 2004 through to 31 March 2007; and further

THAT By-law #29-2001 be and is hereby repealed.

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

**Joanne/  
Paulette**

**OPERATIONS**

**1. Public Works Re-location Information Report**

**Ongoing**

**2. Evergreen School Crossing Options HOLD  
Awaiting recommendation from Operations Committee**

**It was noted this item, together with a comprehensive report from the Municipal Engineer will be discussed at the next Standing Committee meeting. Further contact will then be made with representatives from the Keewatin-Patricia District School Board and the Evergreen School Council.**

**3. Ne-Chee Friendship Centre – Fundraising Volunteer Toll**

**RECOMMENDATION:**

THAT the Council of the City of Kenora deny the request brought forward by the Ne-Chee Friendship Centre to hold a Volunteer Toll Fundraiser on March 17, 2004; and further

THAT the previously approved Tag Day be supported as a means of fundraising for the Youth Generation Association.

**Recommendation approved.**

**Joanne**

**4. Snowplowing Concern – 6<sup>th</sup> Avenue South and Park Street**

It was noted there is considerable concern to traffic congestion adjacent to Vet's Confectionery and another business across the street, due to the very high snow banks, the narrowing of the Avenue, and the safety for children, vehicular and other pedestrian traffic in the immediate area. It was agreed there is a longer term issue that has to be addressed in the near future with respect to parking and general traffic concerns, i.e. buses, in this area. In the meantime, this particular request has been addressed.

**5. GeoSmart Agreement**

**RECOMMENDATION:**

THAT Council of the City of Kenora give three readings to a by-law to enter into an agreement with GeoSmart (a funding program of the Ministry of Natural Resources) for purposes of securing GIS funding at an upset provincial contribution of \$350,000 towards the total project value of



\$700,000.

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

**6. GeoSmart – Award of Works**

**RECOMMENDATION:**

THAT the City of Kenora award GIS consulting services on a sole sourced basis to Jordens Consulting to an up set dollar value of \$116,880.00 plus applicable taxes for project management, coordination and technical services for the GeoSmart initiative; and

THAT the award of new aerial photography, ortho imagery and vector base map updating be awarded to Atlis Geomatics to an upset limit cost of \$149,525.00 plus applicable taxes; and

THAT core GIS software including associated training/travel be sole sourced to ESRI Canada in the amount of \$62,924.00 plus applicable taxes; and

THAT new GIS software applications including associated implementation and training be awarded to Direct IT for intranet/internet, asset management and Planning/Building/Economic/Tourism related GIS capabilities at an upset cost of \$142,328.00 plus applicable taxes; and

THAT the supply of a computer web server be awarded to Dell in the amount of \$12,394.00 plus applicable taxes; and further

THAT the supply of a wide format scanner be awarded to Mondrain in the amount of \$27,201.75 plus applicable taxes.

**Recommendation approved.**

**Mr. Perchuk gave a short PowerPoint presentation of the GeoSmart initiative and Council thanked him for providing an excellent and informative sampling of the GIS system.**

**7. Amendment to Traffic By-law – Handicap Parking – Court House**

**RECOMMENDATION:**

THAT Council give three readings to a by-law to amend Traffic Regulation By-law #127-2001 to include a Handicap parking stall in front of the Court House on Water Street.

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

**Other:**

**Funding – New Operations Building Barsky Hill**

**RECOMMENDATION:**

THAT the City of Kenora receive the proposals for the Design Build Proposal for the new Operations Building at Barsky Hill:-

- **Dominion Construction - \$5,780,000.00**  
**(Add: Finish Area "A" - \$150,000.00**  
**Pre-Cast wall – 59,233.00**

**Joanne/  
Paulette**

**Joanne**

**Joanne/  
Paulette**

**Extras – 87,155.00**  
**Less: Insulation (reduced) 60,000.00**  
**Rubber door (credit) – 17,000.00**  
**For a total of \$5,999,388.00 + GST**

- **Earth Tech - \$7,520, 915.00 + GST**
- **Man-Shield - \$7,853,042.00 + GST; and further**

THAT the proposal submitted by Dominion Construction in the amount of \$5,999,388.00 plus taxes, be hereby accepted.

**Recommendation approved.**

**Joanne**

**PROPERTY & PLANNING COMMITTEE**

- 1. Zoning By-Law Amendment Application – Ne-Chee - HOLD**
- 2. Property & Planning Committee – Policies - HOLD**
- 3. Sioux Narrows-Nestor Falls Service Agreement - HOLD**

**RECOMMENDATION:**

THAT the City of Kenora enters into a service agreement with the Township of Sioux Narrows-Nestor Falls for the provision of planning, engineering and building advisory services, for the year 2004.

**UTILITIES & COMMUNICATIONS COMMITTEE**

- No reports.

**OTHER BUSINESS**

**3<sup>rd</sup> Annual - Great Rendezvous Conference – March 5 & 6, 2004**

**RECOMMENDATION:**

THAT authorization be hereby given for two (2) Members of Council to attend the Great Rendezvous Conference taking place in Thunder Bay, ON, March 5 and 6; and further

THAT all eligible expenses be hereby authorized in keeping with Council's Travel and Per Diem Policy.

**Recommendation approved.**

**Joanne**

It was mentioned in Councillor Parkes' absence, that she had left a message requesting approval to attend this Conference.

**Motion required adjourning to Closed Meeting:**

**Moved by R. McMillan, Seconded by T. Szajewski, and Carried:-**

THAT this meeting be now declared closed at 6:26 p.m.; and further

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

- Security of municipal property

**No action required from Closed Session**

The meeting adjourned at 6:45 p.m.

