



Minutes

*Of a Meeting of the Council of the City of Kenora
Monday, March 17, 2008 – City Council Chambers
5:00 p.m.*

~~~~~  
WITH Mayor L. Compton in the Chair, Councillor W. Cuthbert, Councillor C. Drinkwater, Councillor D. McCann, Councillor R. McMillan, Councillor A. Poirier, Councillor C. Van Wallegghem, Bill Preisenzanz, CAO, Heather Kasprick, Deputy Clerk.

Staff: Bill Preisenzanz, CAO, Karen Brown, Manager of Finance & Administration, Warren Brinkman, Fire & Emergency Services Manager, Colleen Neil, Recreation Services Manager, Rick Perchuk, Manager of Operations and Heather Kasprick, Deputy Clerk.

### Call to Order

Mayor Compton called the meeting to order and Councillor Drinkwater read the Prayer.

### Public Information NOTICES as per By-law Number 144-2007

Mayor Compton then read the following notices:-

As required under Notice By-law #144 -2007, Council hereby advises the public of its intention to adopt the following at tonight's meeting:-

- An amendment to By-law #168-2004, being a by-law to enact Rules and Regulations and to Establish charges for the Use, Operation and Maintenance of a System of Water Works and Sewage Works in the City of Kenora
- To amend Section 32 of Schedule "D" to Tariff of Fees and Charges By-Law Number 147-2007 to incorporate new pricing for the GIS.

### DECLARATION OF PECUNIARY INTEREST & GENERAL NATURE THEREOF

- i) On Tonight's Agenda or from a previous Meeting
- ii) From a Meeting at which a Member was not in Attendance.

Mayor Compton then asked if any Member of Council had any Declarations of Pecuniary Interest with respect to any items on the Agenda.

Councillor Poirier advised of a Conflict of Interest on Motion Number 14 on tonight's agenda as it relates to his employment and employer.

Councillor Poirier further advised of a Conflict of Interest on the same matter from the Monday, March 10, 2008 Standing Committee Meeting.

### **DEPUTATIONS:**

**Valerie Brown** – Ms. Brown was representing the Coney Island Property Owners Association advising Council that at the Annual General Meeting of the Association in August, they endorsed and supported Janice Johnson to be awarded the Coney Island Park and Concession Contract to continue indefinitely. She encouraged Council to award the contract to Janice regardless of the lower tender bid. Ms. Brown left a copy of her deputation with the Clerk for the record.

**Darcy Morton/Sharon Smith** – Ms. Smith presented Council with a report on the establishment of the new Keewatin Biz group. Ms. Smith left a copy of the report with the Clerk for the record.

**Bert Alcock** – Mr. Alcock was present to advise Council of his estimates for yearly increase costs of Waste Management. Mr. Alcock left a summary of some of his records for the Clerk.

### **Approval of Accounts**

**1. Moved by R. McMillan, Seconded by C. Van Walleghem & Carried:-**

THAT the Reports dated **February 14 & 28 and March 13, 2008** of the Finance and Administration Committee, submitting for approval and authorization for payment, invoices, accounts and payroll summaries, including transfers to Boards and Commissions for municipal and utility listings, totalling **\$ 3,559,602.07** be hereby authorized for approval.

### **Bill Inserts and Message on Bills Policy**

**2. Moved by R. McMillan, Seconded by D. McCann & Carried:-**

THAT Council of the City of Kenora approve the Bill Inserts and Message on Bills Policy as distributed.

### **Overtime Analysis for 2007 Report**

**3. Moved by R. McMillan, Seconded by D. McCann & Carried:-**

THAT Council of the City of Kenora hereby receive the 2007 Overtime Analysis Report.

**Council Remuneration for 2007 Report**

**4. Moved by R. McMillan, Seconded by D. McCann & Carried:-**

THAT Council receive the reports prepared by Charlotte Edie, Deputy Treasurer dated February 22, 2008 as required under Section 284 of The Municipal Act, 2001, as amended, setting out the Annual Statement of Remuneration and Expenditures for Members of Council in accordance with Remuneration By-law #60-2005.

**Boards & Committees Appointments Policy**

**5. Moved by R. McMillan, Seconded by A. Poirier & Carried:-**

THAT Council hereby adopts Policy #CC-14-1 being a Boards and Committees Appointments Policy; and further

THAT Council give three readings to a by-law to authorize the Policy to be incorporated into the City of Kenora Policy Manual.

**Disaster Relief Funding Agreement**

**6. Moved by R. McMillan, Seconded by A. Poirier & Carried:-**

THAT Council hereby approves Mayor Len Compton and Bill Preisenzanz, CAO, to execute the funding agreement for a Special Assistance Grant from the Ministry of Municipal Affairs and Housing in the amount of \$103,244; and

THAT the applicable by-law be passed for this purpose.

**Summer Student for Finance & Administration**

**7. Moved by R. McMillan, Seconded by A. Poirier & Carried:-**

THAT Council hereby approves the hiring of a summer student to both act as relief cashier and perform parking ticket processing in the Finance & Administration department.

**Municipal Cultural Planning Workshop**

**8. Moved by W. Cuthbert, Seconded by C. Van Wallegghem & Carried:-**

THAT authorization be hereby given for Councillor Rory McMillan to attend the "Municipal Cultural Planning" Workshop taking place in Dryden, April 9<sup>th</sup>, 2008; and further

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

**Transit funding Agreement**

**9. Moved by W. Cuthbert, Seconded by D. McCann & Carried:-**

THAT Council approve an authorizing by-law as described above permitting the City of Kenora to receive the Ministry of Transportation one-time funding to improve and expand public transit.

**More than a Few Good Men Workshop**

**10. Moved by W. Cuthbert, Seconded by C. Van Walleggem & Carried:-**

THAT authorization be hereby given for Councillor Rory McMillan to attend the "More Than A Few Good Men" workshop taking place in Kenora, March 11th and 12th, 2008; and further

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

**Budget Meeting Schedule**

**11. Moved by C. Drinkwater, Seconded by A. Poirier & Carried:-**

THAT Council hereby approves the following open meetings under the 2008 budget process:

- Thursday, March 13<sup>th</sup> at 5:00 p.m. in the Council Chambers for a detailed review of the City's 2008 Water & Sewer and Solid Waste budget packages; and
- Monday, March 17<sup>th</sup> at 6:00 p.m. in the Council Chambers, following Open Council, for an overview of the major operating budget impacts for 2008 and preliminary Council direction.

**Harbourfront Concert Series for 2008**

**12. Moved by C. Drinkwater, Seconded by R. McMillan & Carried:-**

THAT Council of the City of Kenora support the recommendation of the Lake of the Woods Development Commission with respect to support for the Harbourfront Concert Series in 2008.

**Regional Community Foundation Grants**

**13. Moved by C. Drinkwater, Seconded by A. Poirier & Carried:-**

THAT Council approve sponsoring the following organizations for the purposes of application to the Kenora and Lake of the Woods Community Foundation for accessing the Moffat Family Fund:

- Tri-Municipal Minor Baseball League
- Kenora Aerialettes;

and further

THAT administration be directed to develop a policy for recommendation to Council related to administering this type of grant process on a forward basis.

**Memorabilia donation to Aboriginal Education Conference**

**14. Moved by C. Drinkwalter, Seconded by D. McCann & Carried:-**

THAT Council of the City of Kenora approve the request of 300 pen/highlighters for the Kenora Catholic School Board Aboriginal Education Conference April 21<sup>st</sup> and 22<sup>nd</sup> at no charge;

AND further that any members of Council who are able to attend the conference do so in accordance with Council's Travel & Per Diem Policy.

**Councillor McCann requested a recorded vote.**

**RECORDED VOTE:~**

| <b>COUNCIL</b>            | <b>AYE</b> | <b>NAY</b> | <b>Dec. of Interest</b> |
|---------------------------|------------|------------|-------------------------|
| Councillor Cuthbert       | <b>X</b>   |            |                         |
| Councillor Drinkwalter    | <b>X</b>   |            |                         |
| Councillor McCann         | <b>X</b>   |            |                         |
| Councillor McMillan       | <b>X</b>   |            |                         |
| Councillor Poirier        |            |            | <b>X</b>                |
| Councillor Van Wallegghem | <b>X</b>   |            |                         |
| Mayor Compton             | <b>X</b>   |            |                         |

**Abstention: Councillor Poirier**

***Councillor Drinkwalter requested the Rules of Order be suspended so as to introduce the following two new items:***

**FedNor agreement for Downtown Revitalization**

**14a). Moved by C. Drinkwalter, Seconded by A. Poirier & Carried:-**

THAT Council of the City of Kenora give three readings to a bylaw to execute an Agreement between the City of Kenora and Industry Canada (FedNor) in the amount of \$500,000.00 for the Port of Kenora Tourism and Attraction Project; and further

THAT the Mayor and Clerk be hereby authorized to execute all Agreements relating to this project on behalf of the City of Kenora.

**iLevel Support for Equitable Stumpage Fees**

**14b). Moved by C. Drinkwalter, Seconded by A. Poirier & Carried:-**

THAT Council of the City of Kenora supports iLevel by Weyerhaeuser in ensuring that Ontario's Crown dues for hardwood species is competitive with other regions of Canada; and

WHEREAS as part of the province’s hardwood industry’s efforts to benchmark its fiber costs, it was determined that Ontario is at a large disadvantage with other Canadian jurisdictions with respect to payment of hardwood dues to government; and

WHEREAS iLevel’s analysis shows that Ontario’s rates are more than four times greater than the most competitive regions in Canada; and

WHEREAS we are at a time when the US housing market is very weak and the Canadian dollar is very high, we need to do everything we can to maintain our competitive position to retain current employment and economic spin-offs;

NOW THEREFORE BE IT RESOLVED THAT Council of the City of Kenora hereby petitions the Minister of Natural Resources and the Minister of Finance requesting the Government of Ontario to ensure that stumpage fees for hardwood species are more equitable and that the Province support this request in the upcoming provincial budget; and further

THAT a copy of this resolution be forwarded to Howard Hampton, MPP.

**Proposals to lease Main Street and Matheson Street Wharves**

**15. Moved by C. Van Wallegghem, Seconded by D. McCann & Carried:-**

THAT the City of Kenora proceed with negotiations with both parties for the establishment of the respective tourism businesses, and execution of corresponding leases, at both the Main St. and Matheson St. wharves.

**Increase to Minimum Wage for Recreation Centre Staff**

**16. Moved by C. Van Wallegghem, Seconded by R. McMillan & Carried:-**

THAT Council of the City of Kenora authorize the increase and implementation of the wage step level plan for the minimum wage staff in Recreation department, as outlined:

| <b>Concession</b>          | <b>Step 1 - Start</b>         | <b>Step 2 - Experience</b> |
|----------------------------|-------------------------------|----------------------------|
| Student (17 years & under) | \$8.20 (Ontario min. wage)    | \$8.65                     |
| Adult (18 years & over)    | \$8.75(Ontario min. wage)     | \$9.20                     |
| Team Leader                | \$10.00 (2004) \$12.00 (2006) | \$12.60                    |

| <b>Rink Attendants</b>      | <b>Step 1 - Start</b>      | <b>Step 2 - Experience</b> |
|-----------------------------|----------------------------|----------------------------|
| Students - 17 years & under | \$8.20 (Ontario min. wage) | \$8.65                     |
| Students – 18 years & over  | \$ 8.75(Ontario min. wage) | \$9.20                     |

| Desk Attendants             | Step 1 - Start              | Step 2 - Experience |
|-----------------------------|-----------------------------|---------------------|
| Students - 17 years & under | \$8.20 (Ontario min. wage)  | \$8.65              |
| Students - 18 years & over  | \$ 8.75 (Ontario min. wage) | \$9.20              |

The graduation to Step 2 is pending satisfactory performance. All Concession and Rink Attendant staff will remain strictly seasonal with interested staff being required to reapply annually.

### **Membership on Kenora Port Authority Committee**

#### **17. Moved by C. Van Wallegghem, Seconded by D. McCann & Carried:-**

THAT Council of the City of Kenora hereby amend the membership of the Kenora Port Authority to include the following membership with voting privileges:

1. Two (2) members of Council
  2. One (1) member of the Kenora Business community
  3. One (1) member of the Keewatin Business community
  4. One (1) member of the Lake of the Woods Property Owners Association;
  5. Two (2) members of the public at large;
- and further

THAT the following staff resources be provided:

- Manager of Operations
- City Clerk
- City Planner
- CAO
- Kenora Police Service marine unit representative
- OPP marine unit representative

### **Lease Renewal with Kenora Air Service**

#### **18. Moved by C. Van Wallegghem, Seconded by D. McCann & Carried:-**

THAT Council give three readings to a by-law to authorize the execution of three (3) lease agreements with Kenora Air Service Ltd. for a two (2) year period, with a further three (3) year renewal option for the purpose of leasing the Second Street Wharf/storage space, the gas pumps/line and office.

### **Lease Renewal with River Air Service**

#### **19. Moved by C. Van Wallegghem, Seconded by R. McMillan & Carried:-**

THAT Council give three readings to a by-law to authorize the execution of two lease agreements with River Air Limited for a two (2) year period, with a further three (3) year renewal option for the purpose of leasing the Second Street Wharf and storage space, as well as for the gas pumps and line.

### **Theramstor Heat Recovery Tank for Thistles Rink**

#### **20. Moved by C. Van Wallegghem, Seconded by R. McMillan & Carried:-**

THAT Council approves the purchase and installation of two theramstor heat recovery tanks for the Thistle Rink; and further

THAT the funds for this purchase be withdrawn for the Recreation Centre Equipment Reserves; and further

THAT the draft 2008 Municipal five year Capital Plan be amended to include this expenditure.

**Fire Dispatch Options**

**21. Moved by A. Poirier, Seconded by D. McCann & Carried:-**

THAT Council authorize the Emergency Services Manager for the City of Kenora Fire and Emergency Services to investigate all Fire Dispatch options; and further

THAT this investigation include a financial analysis of each option.

**Kenora Water System Summary Report for 2007**

**22. Moved by D. McCann, Seconded by C. Drinkwalter & Carried:-**

THAT the City of Kenora accepts the 2007 Kenora Water System Summary Report, for the period January 1<sup>st</sup>, 2007 to December 31<sup>st</sup>, 2007, as prepared by Warren Ortlieb, Water and Sewer Supervisor.

**Playground Equipment at the Kenora Harbourfront**

**23. Moved by D. McCann, Seconded by W. Cuthbert & Carried:-**

THAT the playground equipment located at the City of Kenora Harbourfront be dismantled and relocated to the Round Lake Ridge Subdivision, and further;

THAT the cost to relocate (landscaping and installation) be covered by the Parks Reserve Fund.

**GIS External Mapping Pricing**

**24. Moved by D. McCann, Seconded by W. Cuthbert & Carried:-**

THAT the attached pricing schedule for GIS External Pricing for Hard Copy and Digital Map Drawings be approved, and further;

THAT Council give three readings to a by-law to amend Section 32 of Schedule "D" to Tariff of Fees and Charges By-Law Number 147-2007 to incorporate the new pricing schedule.

***Councillor McCann requested the Rules of Order be suspended so as to introduce the following new item:***



**Lake of the Woods Development Commission Appointment**

**24a). Moved by D. McCann, Seconded by C. Drinkwalter & Carried:-**

THAT the Lake of the Woods Development Commission recommend to City of Kenora Council the following Board appointments for approval: and

THAT Business Representative resignation by Selen Alpay be filled by Thelma Wilkins Page to November 30, 2010

**Assumption of a portion of Anderson Road**

**25. Moved by W. Cuthbert, Seconded by R. McMillan & Carried:-**

THAT the Corporation of the City of Kenora passes a by-law to assume that portion of the road, known locally as Anderson Road, and described as Part 2 of Plan 23R-11477; and

THAT the Mayor and Clerk be and are hereby empowered to execute any and all documents required to complete this transaction.

**Assumption of a portion of Beauty Bay and Essex Road**

**26. Moved by W. Cuthbert, Seconded by R. McMillan & Carried:-**

THAT the Corporation of the City of Kenora passes a by-law to assume that portion of the road, known locally as Beauty Bay Road, and described as Parts 4,5 and 6 of Plan 23R-11509; and

THAT the Corporation of the City of Kenora passes a by-law to assume that portion of the road, known locally as the Essex Road, and described as Part 2 of Plan 23R-11509; and

THAT the Mayor and Clerk be and are hereby empowered to execute any and all documents required to complete this transaction.

**Assumption of Property for Highway Purposes, Essex Road**

**27. Moved by W. Cuthbert, Seconded by D. McCann & Carried:-**

THAT the Corporation of the City of Kenora passes a by-law to assume that portion of the road, known locally as the Essex Road, and described as Part 1 of Plan 23R-11416; and

THAT the Mayor and Clerk be and are hereby empowered to execute any and all documents required to complete this transaction

**Sale of Surplus Lands**

**28. Moved by W. Cuthbert, Seconded by C. Van Walleggem & Carried:-**

THAT Council of the City of Kenora hereby declares property described as Block 48 on Plan 23M 796 as surplus to the needs of the municipality; and

THAT the owner of Lot 3 on Plan M796 be approached to determine interest in purchasing one half of the block; and

THAT if the owner of Lot 3 on Plan M796 does not wish to proceed with purchasing of ½ of the block, that the owners of Lot 4 be offered the entire block; and

THAT in accordance with Notice By-law #14-2003, arrangements be made to advertise the sale of the subject lands for a three-week period; and further

THAT once the advertising process and surveying process has been completed, Council give three readings to a by-law to authorize the sale of land to the interested parties, at the appraised value as established by Century 21 – Reynard Real Estate, plus all associated costs.

#### **Tender for Towing Services**

#### **29. Moved by D. McCann, Seconded by C. Drinkwalter & Carried:-**

THAT the following quotations to provide towing services for the City of Kenora, be hereby received, and further;

|         |       | <u>South of By-Pass</u> | <u>North of By-Pass</u>         |
|---------|-------|-------------------------|---------------------------------|
| All Rig | Light | \$50.00 flat rate       | \$1.65 per km                   |
|         | Med.  | \$65.00 flat rate       | \$1.80 per km                   |
|         | Heavy | \$120.00 flat rate      | \$ 2.50 per km                  |
| Godbout | Light | \$40.00 per hour        | \$40.00 per hr. + \$1.50 per km |
|         | Med.  | \$70.00 per hour        | \$70.00 per hr. + \$1.80 per km |
|         | Heavy | \$90.00 per hour        | \$90.00 per hr. + \$2.00 per km |

THAT the quotation submitted by Godbout Auto Services Inc., be hereby accepted.

#### **Tender for Security System at Operations**

#### **30. Moved by D. McCann, Seconded by C. Drinkwalter & Carried:-**

THAT the following Requests for Proposals for a keyless entry - security system for the City of Kenora Operations Centre be received, and further;

|                              |             |
|------------------------------|-------------|
| Bowman Electric              | \$45,200.00 |
| Keystone Lock & Safe Service | \$36,610.00 |

THAT the Request for Proposal, submitted by Keystone Lock & Safe Service, in the amount of \$36,610.00, GST extra, be hereby accepted.

#### **Tender for Engineering Services to Replace Marine Water Line**

#### **31. Moved by D. McCann, Seconded by C. Van Wallegghem & Carried:-**

THAT the following Requests for Proposals for Engineering Services, to replace the City of Kenora marine water line be received, and further;

|                            |              |
|----------------------------|--------------|
| UMA Engineering Ltd.       | \$190,000.00 |
| Stantec Consulting Ltd.    | \$305,055.00 |
| Engineering Northwest Ltd. | \$350,139.00 |
| KGS Group                  | \$193,918.00 |

THAT the Request for Proposal, submitted by UMA Engineering Ltd., in the amount of \$190,000.00, GST extra, be hereby accepted.

### **Tender for Urban Street and Highway Line Painting**

#### **32. Moved by D. McCann, Seconded by A. Poirier & Carried:-**

THAT the following tenders be received by the City of Kenora for the 2008 Urban Street and Highway Line Painting (GST Included);

|                     | <u>Line Marking</u> | <u>Hourly Rate (Extra Work)</u> |
|---------------------|---------------------|---------------------------------|
| Rite-Way Decorators | \$86,525.25         | \$52.50                         |
| Northwest Lines     | \$79,222.50         | \$69.00; and further            |

THAT the quotation submitted by North-West Lines Ltd., in the amount \$79,222.50 (GST Included) with an hourly rate of \$69.00 (plus GST) for extra work, be accepted.

### **Tender for Coney Island Services**

#### **33. Moved by D. McCann, Seconded by A. Poirier & Carried:-**

THAT the following quotations be received for the Coney Island Contract, which includes the cleaning and maintaining of the beach and park areas, weekly garbage collection from residences in the park area, supervising usage of docks, turf maintenance, washroom maintenance, visual parks inspections and the stocking and operation of the concession stand.

|                             | <u>2008-2010</u>   |
|-----------------------------|--------------------|
| Jennifer Schott             | \$ 31,500.00 + GST |
| Wes Reid                    | 38,432.62 + GST    |
| Janice Johnson/Matt Johnson | 42,455.00 + GST    |

AND THAT the quotation from Jennifer Schott in the amount of \$31,500.00 + G.S.T. be accepted for the 2008-2010 Coney Island Contract, pending overall Operating Budget approval.

### **By-Laws - First and Second Reading**

#### **34. Moved by A. Poirier, Seconded by R. McMillan & Carried:-**

THAT the following **By-laws** be read a **FIRST & SECOND** Time: ~

# 26-2008—to confirm proceedings of Council at its Standing and Various Committee Meetings;

- #27-2008- to authorize the transfer of a portion of land known as Anderson Road
- #28-2008- to authorize the transfer of a portion of land known as Beauty Bay Road
- #29-2008 to authorize the transfer a portion of land known as Essex Road
- #30-2008 to amend zoning bylaw #160-2004 with regards to Johnson Landing Road
- #31-2008 to amend zoning bylaw #16—2004 with regards to Meadow Trail/Peterson Rd
- #32-2008 to amend zoning bylaw #160-2004 with regards to Essex Rd
- #33-2008 to amend the Kenora Port Authority by-law
- #34-2008 to execute a funding agreement with the Minister of Municipal Affairs & Housing
- #35-2008 to execute a funding agreement with the Ministry of Transportation
- #36-2008 to authorize a lease renewal with Kenora Air Service
- #37-2008 to authorize a lease renewal with River Air Service
- #38-2008 to amend the Tariff of Fees & Charges bylaw with regards to the GIS pricing
- #39-2008 to approve the new Boards & Committees Appointments Policy

**By-Laws Second and Final Reading**

**35. Moved by A. Poirier, Seconded by D. McCann & Carried:-**

**THAT** the following **By-laws** be now approved in their present form & be presented for **THIRD & FINAL** Reading: -

- # 26-2008—to confirm proceedings of Council at its Standing and Various Committee Meetings;
- #27-2008- to authorize the transfer of a portion of land known as Anderson Road
- #28-2008- to authorize the transfer of a portion of land known as Beauty Bay Road
- #29-2008 to authorize the transfer a portion of land known as Essex Road
- #30-2008 to amend zoning bylaw #160-2004 with regards to Johnson Landing Road
- #31-2008 to amend zoning bylaw #16—2004 with regards to Meadow Trail/Peterson Rd

- #32-2008 to amend zoning bylaw #160-2004 with regards to Essex Rd
- #33-2008 to amend the Kenora Port Authority by-law
- #34-2008 to execute a funding agreement with the Minister of Municipal Affairs & Housing
- #35-2008 to execute a funding agreement with the Ministry of Transportation
- #36-2008 to authorize a lease renewal with Kenora Air Service
- #37-2008 to authorize a lease renewal with River Air Service
- #38-2008 to amend the Tariff of Fees & Charges bylaw with regards to the GIS pricing
- #39-2008 to approve the new Boards & Committees Appointments Policy

**Adjournment**

**36. Moved by A. Poirier, Seconded by R. McMillan & Carried:-**

THAT this meeting be and is hereby adjourned at 6:00 p.m.

*THE CORPORATION OF THE CITY OF KENORA:*

*KENORA*  
*CONFIRMED AS WRITTEN THIS ..... DAY*

*OF.....2008*

.....

*MAYOR*

.....

*CITY CLERK*