



MINUTES
Of the
Finance & Administration Committee
Community Services Committee
Operations Committee
Of Council

Held Monday, December 8, 2008
City Council Chambers at 4:00 p.m.

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A. PUBLIC INFORMATION NOTICES AS PER BY-LAW
NUMBER 144-2007

Take Notice that in keeping with Notice By-law #144-2007 Council intends to approve the following at its Monday, December 15th Meeting:

- A by-law to amend its 2008 Municipal Operating Budget in the amount of \$645,457.53, representing funding for incremental wage and benefits costs resulting from the negotiated contract between the Kenora Police Services Board and the Kenora Police Association.

B. DECLARATION OF PECUNIARY INTEREST & THE GENERAL
NATURE THEREOF

- 1) On Today's Agenda
 - 2) From a Meeting at which a Member was not in Attendance.
- None Declared.**

C. MOTION - CONFIRMATION OF MINUTES

Moved by A. Poirier, Seconded by W. Cuthbert & Carried:-
THAT the Minutes of the last regular meeting held November 3, 2008 be confirmed as written and filed.

D. STANDING COMMITTEE DEPUTATIONS:-

4:00 p.m. (Operations) – Charity Busch – Various Suggestions

Councillor McCann welcomed Charity to the meeting and she was introduced to Members of Council. Charity explained that she is concerned with the pollution and all the littering that is taking place in our City and in particular in the area of Miller Rapids. At one time it was an area where she and her family would swim but it is now filled with broken glass and garbage. She also would like the City to consider opening up an animal shelter for all kinds of different animals in the community that are abandoned. Charity also told Committee she is the President of the Environmental Club at her school and that she and members of her group would be willing to help in any way they can to make Kenora a better place to live. In closing she stated that the Miller Rapids area is a very special place to her and she would like to help the City clean it up in the spring.

Charity was thanked for attending and addressing Committee with her concerns and ideas.

E. REPORTS:

1. Kenora Golf & Country Club Limited – Loan Guarantee

RECOMMENDATION:

THAT Council hereby approves a by-law authorizing the entering into an agreement between the Corporation of the City of Kenora and the Kenora Golf and Country Club Limited for the purpose of guaranteeing a term loan issued by the Copperfin Credit Union to the Golf Club.

Recommendation approved (resolution and by-law).

JMcMillin

2. 2009 OGRA/ROMA Conference, February 22 -25, Toronto

RECOMMENDATION (based on last year's approval):

THAT authorization be hereby given for up to four (4) Members of Council to attend the Ontario Good Roads Association/ROMA Combined Conference taking place in Toronto at the Fairmont Royal York, February 22 to 25, 2009; and further

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

Recommendation approved.

JMcMillin

Councillor Poirier expressed concern on four members attending and feels we should be cutting back in these economic times. It was mentioned the recommendation is 'up to four' so four would not have to actually attend.

It was noted six rooms in total have been booked, including two for staff and that staff is approved under their own budget

Mayor Compton and Councillors Cuthbert and McCann indicated an interest to attend and these names will go forward on the motion.

3. Tourism Kenora Memberships

RECOMMENDATION:

THAT as recommended by the Tourism Committee, the Committee hereby eliminates the membership fee for any business located within City of Kenora limits; and further

THAT the membership fees remain in place for any businesses outside of city limits.

Recommendation approved.

JMcMillin

4. Paterson Medical Centre – Loan Advance

RECOMMENDATION:

THAT Council of the City of Kenora hereby authorize the following loan advance to the Kenora Health Care Centre Corporation in accordance with

the terms and conditions of Bylaw Numbers, 14-2006, 127-2006, and 47-2007:

1. \$33,800.72 effective November 17, 2008.

Recommendation approved.

JMcMillin

5. Proclamation – January as Crime Stoppers Month

RECOMMENDATION:

THAT the Mayor be and is hereby authorized to proclaim the month of January, 2009 as "Crime Stoppers Month" in and for the City of Kenora.

Recommendation approved.

JMcMillin

6. Ministry of Natural Resources LCC Appointments

RECOMMENDATION:

THAT Councillor Chris Van Walleghem hereby replaces Councillor Wendy Cuthbert as Council's Alternate Representative on the Ministry of Natural Resources LCC Committee, with a term to expire November 30, 2010.

Recommendation approved.

JMcMillin

7. Land Ambulance & Family Health Team Facility

RECOMMENDATION:

THAT Council of the City of Kenora hereby amends By-law #47-2007 being a By-law to amend By-law No. 14-2006 authorizing a loan to establish a community medical clinic, by increasing the loan amount from \$2,800,000.00 to \$6,550,000.00 for purposes of a land ambulance facility and family health team offices, repayable by equal blended monthly payments with a 25 year amortization period; and further

THAT Kenora Health Care Centre be authorized to pay interest only on the amount advanced on the last day of each and every month commencing January 31, 2009 until December 31, 2009.

Recommendation approved (resolution and by-law).

JMcMillin

8. LAS – Commodity Price Hedging Agreements (Housekeeping)

RECOMMENDATION:

THAT Council gives three readings to a by-law to authorize the execution of Financial Agreements between the Local Authority Services Limited (LAS) and the Corporation of the City of Kenora with respect to commodity price hedging.

Recommendation approved (resolution and by-law).

**JMcMillin/
HKasprick**

9. Lease – Kenora Metis Council – 70 Park Street

RECOMMENDATION:

THAT Council of the City of Kenora hereby ratify a one (1) year lease agreement with the Kenora Metis Council with a 60 day notice provision based on a monthly rent of \$1,600.00 plus GST, utilities included except for telephone; and further

THAT three readings be given to a by-law for this purpose.

Recommendation approved (resolution and by-law).

JMcMillin

Committee asked that there be a maximum amount imposed for utilities to \$6,000 that the City would pay for and the tenant would be responsible for the balance. The Clerk is to contact John Nabb and determine what was discussed for the lease and exactly what represents the 'utilities' and this should be included in the lease.

JMcMillin

JNabb

10. Kenora Health Care Centre (KHCC) Property Taxes

RECOMMENDATION:

THAT Council hereby gives three readings to By-law #176-2008, being a By-law to amend By-law #126-2007; and further

THAT the Clerk of the City provide notice in writing of the contents of this by-law upon final passing thereof to the Minister of Education, the Municipal Property Assessment Corporation and the Secretaries of the various School Boards with jurisdiction within the City of Kenora in accordance with the provisions of Section 110 (5) and (8) of the Municipal Act.

Recommendation approved (resolution and by-law).

JMcMillin

11. Councillor McMillan's Travel Approval – December 1, 2008

RECOMMENDATION:

THAT approval is hereby given for Councillor McMillan to attend the December 1, 2008 meeting in Thunder Bay with Provincial Finance Minister, the Honourable Dwight Duncan; and further

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

Recommendation approved.

JMcMillin

12. Senior Government Funding – Downtown Revitalization

RECOMMENDATION:

WHEREAS the Downtown Revitalization Project has been identified as a cornerstone of this community's plan to restructure the local economy to address job loss and economic impact associated with the collapse of the forestry sector; and

WHEREAS Phase I of Downtown Revitalization Project is nearing completion and has revitalized Main Street infrastructure as part of the plan to reposition the City of Kenora as a major tourist destination;

NOW THEREFORE BE IT Resolved that Council of the City of Kenora hereby make application to both FedNor for \$2 million in funding and NOHFC for \$2 million in funding as part of Phase II of the Downtown Revitalization Project.

Recommendation approved.

JMcMillin

13. City of Kenora Overtime Policy

RECOMMENDATION:

THAT Council of the City of Kenora give three readings to a by-law, authorizing the new City of Kenora Hours of Work - Overtime Policy HR 3-5.

The Bands on the Grid were discussed and the rationale for using Band 18 and up for eligibility for five (5) additional days vacation as overtime. It was mentioned the policy seems inequitable as it doesn't recognize how much overtime has to be put in before the vacation days are granted and that it is 'automatic' to every position in those Bands.

It was further discussed that Managers' salaries are such that overtime is already built into the Grid and that it seems excessive for higher salary levels to be given an additional week of holidays. It was felt this does not project a good image for the City.

Recommendation to go forward to Council.

JMcMillin

14. Kenora Police Association 2007 Contract Settlement & Related Costs

Councillor McMillan indicated this item will be moved to the Closed Meeting Agenda.

OTHER BUSINESS

Lakehead Fellow Award

RECOMMENDATION:

THAT the Council of the Corporation of the City of Kenora hereby nominates Donald A. Parfitt for the "Lakehead University Fellow Award" recognizing his contributions to the growth, development, welfare and well being of Northwestern Ontario; and further

THAT arrangements be made for the City's application to go forward to the Board of Governors at Lakehead University before Friday, January 9, 2009 in support of this Nomination.

Recommendation approved.

JMcMillin

ITEMS ON HOLD:

- **NOMA/KDMA – Levy**
- **Draft Policy - Political Contributions**

NEXT MEETING

- **Monday, January 12, 2009.**



COMMUNITY SERVICES COMMITTEE MINUTES

December 8, 2008 at 4:40 p.m.

A. PUBLIC INFORMATION NOTICES AS PER BY-LAW NUMBER 144 -

2007

N/A

B. DECLARATION OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF

- 1) On Today's Agenda
- 2) From a Meeting at which a Member was not in Attendance

None Declared.

C. MOTION - CONFIRMATION OF MINUTES

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

THAT the Minutes from the last regular meeting held November 3, 2008 be confirmed as written and filed.

D. REPORTS:

1. Post Amalgamation Financial Information & Recommendations (Submitted for Information Only).

Committee reviewed the report as submitted by Colleen Neil and discussed various aspects such as rentals, advertising for special events, programs for visitors to the area, etc. and that Community Services should work with Tourism on advertising. Colleen advised they have done some advertising and also with the Lake of the Woods Property Owners Association through their publication.

Colleen explained the Operating budgets are under control. It was noted that it's difficult to compare apples to apples in terms of what other municipalities charge for rentals, but it was noted Sioux Lookout is much higher as their increase took a big jump and that basically Kenora is in the middle for what is charged around the area, and that Dryden has some dead times.

It was mentioned Kenora's ice time is currently full but this will change slightly once the JM arena is open, explaining that JM is cheaper.

Colleen also mentioned that revenues are on a fee for service basis and our services are offered at fair value. She also noted the new programmer is now in place and can assist to increase revenues with her new ideas.

2. City of Oshawa - Response to 'A Call for Action: Recreation, Parks and Sport Infrastructure Funding' from Parks and Recreation Ontario

Recommendation:

THAT the Council of the City of Kenora hereby supports the following resolution received from the City of Oshawa:-

“THAT Council supports the following recommendations of “Investing in Health and Active Ontarians through Recreation and Parks Infrastructure” report from Parks and Recreation Ontario:-

- 1) A sport and recreation infrastructure database to assess needs and priorities needs to be developed;
- 2) A sustainable, province-wide, dedicated sport and recreation infrastructure funding program supported by all three orders of government must be developed;
- 3) A strategy to promote increased physical activity and social engagement for all Ontarians is required; and further

THAT a copy of this resolution be forwarded to the Hon. Dalton McGuinty, Premier of Ontario; the Hon. Dwight Duncan, Minister of Finance; the Hon. George Smitherman, Minister of Energy and Infrastructure; the Hon. David Caplan, Minister of Health and Long Term Care; the Hon. Jim Watson, Minister of Municipal Affairs and Housing, Parks and Recreation Ontario (PRO); and the Hon. Howard Hampton, MPP.

Recommendation approved.

JMcMillin

NEXT MEETING

- **Monday, January 12, 2009.**



OPERATIONS COMMITTEE MINUTES

December 8, 2008 at 5:05 p.m.

A. PUBLIC INFORMATION NOTICES AS PER BY-LAW NUMBER 144-2007

Take Notice that in keeping with Notice By-law #144-2007 Council intends to approve the following at its Monday, December 15 Meeting:

- To adopt a new comprehensive By-Law to Establish, Regulate and Maintain a Solid Waste Management System in order to include recycle material and consolidate By-law Nos. 104-2008, 153-2003 and 9-2003;
- To amend Tariff of Fees & Charges By-law #147-2007 to include a \$2.00/container charge for Roll-out containers delivered to the Transfer Station.

B. DECLARATION OF PECUNIARY INTEREST

- 1) On Today's Agenda
- 2) From a Meeting at which a Member was not in Attendance.

None Declared.

C. MOTION - CONFIRMATION OF MINUTES

Moved by C. Van Walleghem, Seconded by W. Cuthbert & Carried:

THAT the Minutes from the last regular meeting held November 3, 2008 be confirmed as written and filed.

D. REPORTS

ROADS

1. 2009 Hired Equipment and Truck Rental Tender

RECOMMENDATION:

THAT the ranking lists set out in R. Perchuk's December 2, 2008 report be hereby accepted and adopted for purposes of hiring non-owned equipment and trucks for the City of Kenora during the period January 1 to December 31, 2009.

Recommendation approved.

SOLID WASTE

2. Waste Management By-Law 145-2000 – Consolidation – Amendment to the General Tariff of Fees & Charges By-law #147-2007

RECOMMENDATION:

THAT Council adopt a new consolidated Waste Management By-law to incorporate the following three amendments: #9-2003, #153-2003 and #104-2008; and

JMcMillin

THAT the new consolidated Waste Management By-law be inclusive of wording for the handling of recyclable materials as set out on the draft by-law attached to R. Perchuk's December 3, 2008 Report; and

THAT Council give three readings to a by-law for this purpose; and further

HKasprick

THAT Council give three readings to a by-law to Amend Schedule "D" to Tariff of Fees & Charges By-law #147-2007 for the inclusion of a \$2.00/container charge for Roll-Out Containers delivered to the Transfer Station.

HKasprick

Recommendation approved (resolution and by-laws).

JMcMillin

PARKS

3. Garden & Shrub Bed Maintenance Contract

RECOMMENDATION:

THAT the following quotations be received for the, supply and planting of 2,000 dozen bedding plants and the maintenance of City of Kenora shrub beds and gardens be hereby received:-

Debbie's Greenhouse	\$ 265,920.00
Lori Gray Horticulture	259,500.00; and further

THAT the quotation from Lori Gray Horticulture in the amount of \$259,500.00 + G.S.T. for the 2006-2008 Garden & Shrub Bed Maintenance Contract be accepted.

Recommendation approved.

JMcMillin

4. New Cemetery Columbarium

RECOMMENDATION:

THAT the following quotations for the purchase of a new columbarium for the Lake of the Woods Cemetery, taxes included, be received:-

Rock of Ages Canada	\$53,298.00
Spring Delivery (FOB 20 days)	50,100.12
Brunet Monuments	\$58,879.00
Spring Delivery	52,512.00; and

THAT the quotation from Rock of Ages Canada in the amount of \$50,100.12 (taxes included) (FOB Kenora) for the purchase of a 98 niche granite Columbarium, with spring delivery, be hereby accepted; and further

THAT the 2009 Capital Budget include an allocation for the purpose of funding the purchase of a 98 niche columbarium.

JMcMillin

Recommendation approved.

5. Ontario Trillium Foundation Grant – Rotary Way Trail (Nairn Avenue) - Letter of Agreement

RECOMMENDATION:

THAT Council enter into an agreement with the Ontario Trillium Foundation for the trail grant in the amount of \$14,700.00 for the development of an accessible trail within the Rabbit Lake trail system.

Recommendation approved (resolution and by-law).

**JMcMillin/
HKasprick**

6. Rat Portage Urban Trail Development

RECOMMENDATION:

THAT approval be given to Kenora Urban Trails Committee to proceed with the plans to develop the section of the Rat Portage Urban Trail system along Laurenson’s Creek; and

THAT the City of Kenora enter into a long term lease agreement with the Kenora District School Board regarding the property adjacent to the King George School; and further

THAT the City of Kenora assume any insurance requirements, as is customary for other trails on City property.

Committee requested Operations to contact the School Board to determine if they would be willing to sell the property in question (along the south side of the Creek) rather than leasing the property.

RPerchuk

HOLD

7. Anicinabe Park – Tender Approval

RECOMMENDATION:

THAT approval be given to accept the Anicinabe Park Tender package to be sent out for submissions; and further

THAT the tender be awarded using the criteria evaluation process.

JMcMillin

Recommendation approved.

DISCUSSION ITEMS

- **Follow up discussion on Charity Busch’s deputation**

It was discussed how to address cleaning up the Miller Rapids area and that a venue in spring would work best. It was agreed Charity’s Environmental Group and Student Council at her school should get involved to assist working with the city in this regard. It was noted the City’s Environmental Committee meeting is coming up and this matter will be mentioned and specifically working towards a plan for the spring.

Charity was advised she will be kept up-to-date concerning the various matters she has brought forward to the City’s attention.

- **Building Permits – Compliance**

A discussion ensued on the problem with building permits not being taken out. It was felt the City is not monitoring this problem and that inspections are necessary as there are by-laws to be respected for the public's safety, and also for legal reasons. It was noted that in the absence of building permits being purchased, assessments are not being adjusted accordingly and apparently MPAC relies on building permits to obtain this information as Assessors are no longer used for this purpose.

Rick Perchuk explained that investigations are done on a complaints' basis so when a complaint is received, the Building Department is requested to attend and inspect the issue.

Committee asked that this item remain on the agenda and that Operations tighten up its procedure on how to best handle complaints and a process for ensuring building permits are in place. It was mentioned perhaps the Construction Association could assist the City in this regard. Rick is to submit a report back to Committee on this matter.

RPerchuk

HOLD

NEXT MEETING

- **Monday, January 12, 2009.**

Motion required adjourning to Closed Meeting:

Moved by D. McCann, Seconded by W. Cuthbert and Carried:-

THAT pursuant to Section 239 of the Municipal Act, 2001, as amended, authorization is hereby given for Council to move into a Closed Session at 5:27 p.m. to discuss items pertaining to the following:-

- i) **Disposition of Land Matter**
- ii) **Personal Matter about an Identifiable Individual**
- iii) **Potential Litigation Matter**
- iv) **Labour Relations**

Reconvene to Open Meeting with any Report(s), if required.

At 7:20 p.m., Committee reconvened with the following reports:-

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

THAT Council hereby reconvenes to Open Session advising of the following items from its Closed Meeting:-

- *Appointments to the Rat Portage Common Ground Conservation Organization;*
- *To establish a Kenora Citizens' Prosperity Trust Fund;*
- *To consider a contract for 2007 with the Kenora Police Association*

and to amend the 2008 Budget for this purpose.

RECOMMENDATIONS:

1) Rat Portage Common Ground Conservation Organization:

THAT Council of the City of Kenora hereby appoints the following members to the Board of Directors of the Rat Portage Common Ground Conservation Organization:

Len Compton
Rory McMillan
Adolphus Cameron
Cuyler Cotton; and further

THAT the term of office shall be at the pleasure of Council.

JMcMillin

Recommendation approved.

2) Kenora Citizens' Prosperity Trust Fund

THAT Council hereby gives three readings to a By-law executing the Deed of Settlement for the establishment of the Kenora Citizens' Prosperity Trust Fund in the amount of \$40,787,328 as a result of the sale of the KMTS Entities and final settlements related thereto.

**JMcMillin/
HKasprick**

Recommendation approved.

3) 2007 Contract – Kenora Police Association

THAT Council recognize the negotiated contract between the Kenora Police Services Board and the Kenora Police Association; and

THAT Council authorize an additional allocation in the 2008 budget in the amount of \$645,457.53, representing funding for incremental wage and benefits costs resulting from the negotiated contract between the Kenora Police Services Board and the Kenora Police Association, including the resulting adjustment to management wages; and

THAT Council hereby authorizes a corresponding appropriation from the City's contingency reserves to fund the costs relating to this settlement; and

THAT Council hereby gives three readings to a By-law for this purpose; and further

THAT in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2008 Municipal Operating Budget by by-law at its December 15th meeting.

**JMcMillin/
HKasprick**

Recommendation to go forward to Council.

The meeting adjourned at 7:30 p.m.