



**CITY OF KENORA  
STANDING COMMITTEE MEETING  
AGENDA**

**FINANCE & ADMINISTRATION COMMITTEE  
COMMUNITY SERVICES COMMITTEE  
OPERATIONS COMMITTEE**

**MONDAY, FEBRUARY 11, 2008  
4:00 p.m. to 7:00 p.m.  
City Hall Council Chambers**

**FINANCE & ADMINISTRATION COMMITTEE**

**A. PUBLIC INFORMATION NOTICES AS PER BY-LAW NUMBER 14-2003**

Take Notice that in keeping with Notice By-law #144-2007 Council intends to approve the following at its **Tuesday, February 19** Meeting:

- An amendment to Tariff of Fees By-law to include an additional fee under Civil Marriage Services;
- To establish Rules of Order & Procedures for Council.

**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

**C. CONFIRMATION OF MINUTES**

**Moved by , Seconded by & Carried:**

THAT the Minutes from the last regular meeting held January 7, 2008 be confirmed as written and filed.

**D. STANDING COMMITTEE DEPUTATIONS:-**

**4:00 p.m. – Community Services Committee  
Sharon Smith – Support for Keewatin's 100<sup>th</sup>**

**E. REPORTS:**

**FINANCE & ADMINISTRATION COMMITTEE AGENDA**

*Councillor R. McMillan – Chair  
Councillor D. McCann – Vice-Chair  
Councillor W. Cuthbert – Member*

***COUNCILLOR R. McMILLAN, CHAIR***

<b>NO.</b>	<b>REPORT SUBJECT</b>	<b>DISPOSITION</b>
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**1. Financial Advisor Recommendations – KMTS Prosperity Fund .....**

**RECOMMENDATION:**

THAT Council hereby approves the concept of the establishment of the KMTS Prosperity Trust Fund and directs City administration to proceed, in conjunction with the City's solicitor, with the establishment of that fund; and further

THAT Council hereby gives three readings to By-law #13-2008 – A bylaw to authorize the Forgiveness of Long Term Debt Owed by the City to the KMTS Mobility Fund as Issued to the City under By-laws #129-03, #41-2006 and #44-2006.

**2. Endorsation of Resolution (Grenville) – Infrastructure .....**

**RECOMMENDATION:**

WHEREAS Municipalities in the Province of Ontario continue to have problems funding existing and new infrastructure; and

WHEREAS all Municipalities within the Province have different special circumstances related to infrastructure requirements and face particular difficulty in obtaining sufficient funding related to municipal infrastructure, whether it be to rehabilitate, replace and / or expand that infrastructure; and

WHEREAS under the Constitution of Canada, the Provincial Government has the authority and responsibility for Municipal Issues, including the funding and financing of Municipal infrastructure programs;

NOW THEREFORE BE IT RESOLVED THAT the Municipality of Kenora requests that the Government of the Province of Ontario commit 1/8<sup>th</sup> of the current 8% Provincial Sales Tax to Municipalities to fund Municipal Infrastructure Programs; and further

THAT this resolution be forwarded to the Hon Dalton McGuinty, Premier of Ontario, Rt. Hon Steven Harper, Prime Minister of Canada, Hon. Dwight Duncan, Minister of Finance (Ontario), Hon. Jim Flaherty, Minister of Finance (Federal), Bob Runciman, Leader of the Opposition, Howard Hampton, Leader of the Ontario NDP, Roger Valley, M.P. and John Tory, Leader of the PC Party of Ontario.

**3. Support to Province – AMO’s Housing/Homelessness Report .....**

**4. Museum Annex Rehabilitation .....**

**RECOMMENDATION:**

THAT Council hereby approves the work related to the flooring and air conditioning for the Museum Annex as submitted in the 2008 draft five year capital plan as amended; and

THAT Council hereby authorizes an appropriation from the Museum Annex Capital Reserve in the amount \$19,000 for the completion of this work.

**5. CUPE Local 191 – Memorandum of Agreement .....**

**RECOMMENDATION:**

THAT Council of the City of Kenora hereby approve the Memorandum Agreement by resolution between the Corporation of the City of Kenora and the CUPE Local 191 for the term January 1, 2006 to December 31, 2008; and further

THAT Council of the City of Kenora approve the 2006 and 2007 adjustment amounts be paid from the City water & sewer, solid waste and contingency reserves, as appropriate, based on employee cost centres.

**6. Common Ground Report – Update .....**

**7. North West LHIN Forum – March 26, Thunder Bay .....**

**8. Timelines for Contracting Police Services with O.P.P.** .....

**9. Non-Union Salary Adjustment** .....

**RECOMMENDATION:**

THAT Council of the City of Kenora hereby authorize an economic increase for Municipal non-union staff for the period January 01, 2007 to December 31, 2008 as follows: -

- o 2.0% salary increase – effective January 01, 2007
- o 1.0% salary increase – effective December 31, 2007
- o 3.0% salary increase – effective January 01, 2008

**10. Conference – “Working Together for a Change”** .....

**RECOMMENDATION:**

THAT authorization be hereby given for Councillor Rory McMillan to attend the “Working Together for a Change” Conference taking place in Kenora, February 26 and 27, 2008; and further

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

**11. Meeting Investigator – Agreement** .....

**RECOMMENDATION:**

THAT Council give three readings to a by-law to authorize the execution of an agreement with Paul S. Heayn for Closed Meeting Investigator Services.

**12. Tariff of Fees & Civil Marriage Services** .....

**RECOMMENDATION:**

THAT Council give three readings to a by-law to amended Section 12 of Schedule “A” to the Tariff of Fees By-law to provide for a fee for Civil Marriages taking place outside City limits, in the amount of \$450.00.

**13. New Procedural By-law** .....

**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; and further

THAT By-law Number 100-2007 be and is hereby repealed.

**14. Letter from K.D.M.A. – Annual Levy** .....

**OTHER BUSINESS**

**ITEMS ON HOLD:**

- The Rat Portage
- Licensing By-law #80-2006 – Vending Regulations
- Community Forest Charter
- ONE Equity Fund
- Dragon Boat Distribution Program

**NEXT MEETING**

- Monday, March 10, 2008.



**COMMUNITY SERVICES COMMITTEE AGENDA**

*Councillor C. Van Wallegghem – Chair  
Councillor C. Drinkwalter – Vice-Chair  
Councillor R. McMillan - Member*

**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 Tuesday, February 19 Meeting:  
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

**C. CONFIRMATION OF MINUTES**

Moved by , Seconded by , & Carried:-

THAT the Minutes from the last regular meeting held January 7, 2008 be confirmed as written and filed.

**D. REPORTS:**

***COUNCILLOR C. VAN WALLEGHEM, CHAIR***

<b>NO.</b>	<b>REPORT SUBJECT</b>	<b>DISPOSITION</b>
1.	<b>Community Clubs – Annual Grants</b>	.....
	<b>RECOMMENDATION:</b>	
2.	<b>Summer Student – Lake of the Woods Museum</b>	.....
	<b>RECOMMENDATION:</b>	
	THAT Council of the City of Kenora approve the hiring of one summer student for the Lake of the Woods Museum from mid-May to the end of August subject to 2008 budget approval; and further	
	THAT the Museum Director be authorized to fill the respective position and to establish the employment terms of reference in consultation with the Human Resources Manager according to Municipal Hiring Practices and Regulations.	
3.	<b>L.O.W. Sports Awards Banquet – Dinner &amp; Annual Donation</b>	.....
	<b>RECOMMENDATION:</b>	
	THAT authorization be hereby given for a donation in the amount of \$200.00 to the Lake of the Woods Sports Association; and further	
	THAT authorization be hereby given for Councillor Van Wallegghem to attend the Dinner on behalf of the City of Kenora.	
4.	<b>Waiving of Policing Requirements for KBI</b>	.....
	<b>RECOMMENDATION:</b>	

THAT Council of the City of Kenora approve the request from The Kenora Bass International tournament to waive the condition of the Municipal Alcohol policy to have to hire two (2) off-duty police officers for the Thursday and Friday of the 2008 tournament; and

THAT the Beer Gardens be closed by 9:00 p.m.; and further

THAT the KBI event organizers would abide by all other provisions of the Municipal Alcohol Policy and Liquor License Act with regard to responsible service of alcohol.

**5. Diamonds & Ice – Hockey & Baseball Tournament** .....

**RECOMMENDATION:**

THAT Council of the City of Kenora declare the 14<sup>th</sup> *Annual Diamonds & Ice Hockey & Baseball Tournament* a Community Festival; and

THAT Council of the City of Kenora approve the request to operate a Beer Gardens at the following times during the above described event subject to compliance with the Municipal Alcohol Policy and Liquor Control Regulations: -

<b>Location</b>	<b>Fri. August 1, 2008</b>	<b>Sat. August 2, 2008</b>	<b>Sun. August 3, 2008</b>
Keewatin Community Hall (Arena upstairs)	3:00 p.m.–1:00 a.m.	11:00 a.m.–12:00 a.m.	12:00 p.m. – 10:00 p.m.
Portage Bay Keewatin	3:00 p.m.–10:00 p.m.	11:00 a.m. – 12:00 a.m.	12:00 p.m. – 10:00 p.m.

AND FURTHER THAT the Council for the City of Kenora authorize the donation of a total of sixteen (16) Golf Shirts, T-Shirts &/or Sweat Shirts to be used as part of the Tournament prize package in keeping with past practice; and further

THAT the overnight parking tow-away by-law be lifted at the Keewatin Memorial Arena from Friday August 1, 2008 to Monday August 4, 2008 at 8:00 a.m. in the interest of public safety.

**OTHER BUSINESS**

**NEXT MEETING**

- **Monday, March 10, 2008.**



**OPERATIONS STANDING COMMITTEE AGENDA**

*Councillor D. McCann – Chair  
Councillor W. Cuthbert – Vice-Chair  
Councillor A. Poirier - Member*

**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 Tuesday, February 19 Meeting:  
N/A

**B. DECLARATION OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF:**

- 1) On Today's Agenda
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**C. CONFIRMATION OF MINUTES**

Moved by , Seconded by , & Carried:-

THAT the Minutes from the last regular meeting held January 7, 2008 be confirmed as written and filed.

**D. REPORTS**

**COUNCILLOR D. MCCANN - CHAIR**

<b><u>NO.</u></b>	<b><u>REPORT SUBJECT</u></b>	<b><u>DISPOSITION</u></b>
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**ROADS**

**1. 2008 Hourly Equipment and Truck Rental Tender** .....

**RECOMMENDATION**

THAT the attached ranking lists be 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, 2008.

**2. Municipal Roads Snow Clearing Policy** .....

**RECOMMENDATION**

THAT the attached Municipal Roads Snow Clearing Policy be approved and adopted as Policy No. OP-3-1 and included in the City Policy Manual; and further

THAT Council give three readings be given to a by-law to amend By-law #148-2007 for this purpose.

**3. Operations Department Summer Student Request** .....

**RECOMMENDATION**

THAT Council of the City of Kenora approve the hiring of three (3) summer students for the Lake of the Woods Cemetery (for 18 weeks each for a total of 54 weeks) from April 28 – August 30, 2008; and

THAT Council of the City of Kenora approve the hiring of four (4) students for the Parks Department (for 14 weeks each for a total of 56 weeks) from May 20 – August 23, 2008; and

THAT Council of the City of Kenora approve the hiring of four (4) students for the Roads Department (for 14 weeks each for a total of 56 weeks) from May 20 – August 23, 2008; and

THAT Council of the City of Kenora approve the hiring of six (6) students for the Tourism Department: three (3) students (for 14 weeks each for a total of 42 weeks) from May 20 – August 23, 2008 and three (3) students (for 18 weeks each for a total of 54 weeks) from April 28 – August 30; and

THAT Council of the City of Kenora approve the hiring of one (1) student for the Water & Sewer Department (for a total of 15 weeks) from May 20 – August 30, 2008; and

THAT Council of the City of Kenora approve the hiring of two (2) students for the Solid Waste Department (for 15 weeks each for a total of 30 weeks) from May 20 – August 30, 2008; and further

THAT all positions approved are conditional upon Council approval of the 2008 City Operational Budgets.

## **SOLID WASTE**

### **4. Revised Curbside Collection** .....

#### **RECOMMENDATION**

THAT the City of Kenora accepts the offer from Joe Johnson Equipment for the trade-in and purchase of two dual stream collection vehicles as tendered; and

THAT the City of Kenora withdraws an additional \$179,060.00 from the Solid Waste Reserves for the completion of this project and moves towards an enhanced collection system for the City of Kenora taxpayer; and further

THAT a communication plan for the City of Kenora taxpayer be implemented if the enhanced collection system is approved.

## **PARKS**

### **5. Bear-Resistant Garbage Container Tender** .....

#### **RECOMMENDATION**

THAT the following quotations, for bear-resistant garbage containers, as specified, be received; and

**Hall-All Equipment Ltd.** (Galvanized Steel – Above Ground)

Individual containers - \$ 1,267.14 (+ applicable taxes)

Ten (10) containers - \$12,671.40 (+ applicable taxes)

**VQuip Inc.** (Galvanized Steel – Above Ground)

Individual containers - \$1,303.70 (+ applicable taxes)

Ten (10) containers - \$13,037.00 (+ applicable taxes)

**Alfa Products** (Below ground – Plastic)

Individual Container – \$ 475.00 + applicable taxes

Ten (10) containers - \$4,750.00 + applicable taxes

THAT the quotation submitted by Hall-All Equipment (Galvanized steel – above ground) 6 x \$1,267.14 plus applicable taxes and the quotation submitted by Alfa Products (rugged plastic – below ground) (5 x \$475.00 plus applicable taxes) for a total cost of \$9,977.84 plus applicable taxes, be accepted.

**6. Columbarium Inscription Tender** .....

**RECOMMENDATION**

THAT the following quotations, for on-site lettering of 3 (three) – 98 niche, solid granite columbariums located at the Lake of the Woods Cemetery for 2008, 2009 & 2010, as specified, be received, and further;

**M.C. DeLandes Monuments & Memorials**

- \$250.00 for primary inscription on each individual niche
- 75.00 for secondary inscription on each individual niche
- 50.00 for third inscription on same niche

**Quinn & Simpson Co. Ltd.**

- \$376.00 for primary inscription on each individual niche
- 75.00 for secondary & supplemental inscription on each Individual niche

THAT the quotation submitted by M.C. DeLandes Monuments & Memorials, in the amount of \$250.00 (primary inscription), \$75.00 (secondary inscription) & \$50.00 (third inscription) on each individual niche, (plus applicable taxes) be accepted for a three year term – 2008, 2009 & 2010.

**7. Seasonal Labourers** .....

**RECOMMENDATION**

THAT Council of the City of Kenora approves the hiring of two seasonal parks labourers for a total of 57 weeks between April – December, 2008; and further that all positions approved are conditional upon Council approval of the 2008 City Operational Budgets.

**BUILDING**

**8. Lease Renewal – 243 Rabbit Lake Road** .....

**RECOMMENDATION**

THAT Council hereby gives notice to William Creighton Youth Services of the intent to terminate the existing Lease Agreement effective March 31, 2008, and further;

THAT Council hereby agrees that a new five (5) year lease be entered into effective April 1, 2008 at the current rate, plus a 3% escalation fee, and further;

THAT a 2% escalation fee be instituted annually for the term of the lease, and further;

THAT once the new lease has been prepared three readings be given to a bylaw for this purpose.

**OTHER BUSINESS**

**NEXT MEETING**

**Monday, March 10, 2008**

**Motion required adjourning to Closed Meeting Session (Finance & Administration):**

THAT this meeting be now declared closed at \_\_\_ p.m.; and further



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

- i) **Labour Relations**
- ii) **Disposition of Land Matter**

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