



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

Held Tuesday, October 14, 2008  
City Council Chambers  
4:00 p.m.

.....

**PRESENT:** Councillor W. Cuthbert  
Councillor C. Drinkwater  
Councillor D. McCann  
Councillor R. McMillan  
Councillor A. Poirier  
Councillor C. Van Walleggem  
B. Preisntanz, CAO  
H. Kasprick, Deputy Clerk  
R. Perchuk, Operations Manager  
S. McDowall, H.R. Manager  
K. Brown, Finance & Admin. Manager  
C. Neil, Recreation Services Manager

**REGRETS:** Mayor Compton

**FINANCE & ADMINISTRATION COMMITTEE MINUTES**

**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, October 20 Meeting:

- ❖ *To amend the 2008 Capital Budget to authorize the following capital projects as funded by the Investing in Ontario funding allocation of \$1,444,065.00: -*
  - **Completion of Phase I – Downtown Revitalization - \$600,000**
  - **Recreation Centre Site Improvements - \$844,065**
  -
- ❖ *To amend the 2008 Municipal Budget to withdraw \$11,250.00 from the Video Surveillance Reserve for acquisition of 3 new surveillance cameras and associated equipment.*

**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**

There were none declared.

**C. CONFIRMATION OF MINUTES**

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

THAT the Minutes of the last regular meeting held September 8, 2008 be confirmed as written and filed.

**D. STANDING COMMITTEE DEPUTATIONS:-**

None

**E. REPORTS:-**

**1. Request for Political Contributions-DRAFT Policy**

**HOLD**

**2. Dovetail Resources Proposal-Strategic Planning**

**Information Only:**

August 2008 a report went to Council outlining a report from Dovetail Resources to undertake a Strategic Planning process. A working committee has met numerous times and a final composition of the process will be finalized in the near future. Dovetail will submit report immediately following the Provincial elections.

**Bill P**

**3. Attendance at Fred & Nancy Hall's Send off**

**RECOMMENDATION:**

THAT authorization is hereby given for Councillor Rory McMillan to attend the "Kenora Send-Off" for Fred & Nancy Hall held Wednesday, September 24, 2008 at the Super 8 Motel; and further

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

**Recommendation Approved.**

**JMcMillin**

**4. Growing Forest Value Forum**

**RECOMMENDATION:**

THAT authorization be hereby given for Mayor Compton to attend the 2008 Growing Forest Value Forum taking place in Thunder Bay, October 15 & 16, 2008; and further

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

**Recommendation Approved.**

**JMcMillin**

**5. 26<sup>th</sup> Annual NOW Regional Conference Report-Sept. 18 &19**

**Information Only:**

Bill reported that new information with regards to the Freedom of Information and new requirements that we need to be aware of was presented. A report was provided on this conference and the highlights that members obtained were provided to Council.

**6. Investing in Ontario Act**

**RECOMMENDATION:**

THAT Council of the City of Kenora hereby approves amending the 2008 City of Kenora capital budget to authorize the following capital projects as funded by the Investing in Ontario funding allocation of \$1,444,065.00:

1. Completion of Phase I – Downtown Revitalization - \$600,000
  2. Recreation Centre Site Improvements - \$844,065
- and;

THAT Council hereby gives three readings to a by-law to amend the 2008 capital budget 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 Five Year Capital Plan by by-law at its October 20<sup>th</sup> meeting.

**Discussion:** Council requested further information on the details of what specifically the site improvements are at the Recreation Centre. There will be more information provided by Rick to Council prior to the Council meeting.

**Recommendation Approved. (Resolution & By-Law)**

JMcMillin/  
RPerchuk

**7. KAR Proposal – 2009 Service Delivery-Pavilion**

**Discussion:** It was suggested that there be a committee put together to review and work the proposals. It was questioned if there was going to be some financial information after December 31<sup>st</sup> year end as well as how we deliver the services after KAR's agreement expires December 31<sup>st</sup>.

**RECOMMENDATION:**

THAT Council form an ad hoc committee to review the KAR proposal and the committee consist of two members of Council, Dennis Wallace and three (3) support staff; and further

THAT this committee review the proposal and make a recommendation to Council on the service delivery of the Pavilion.

**Recommendation Approved.**

JMcMillin

**8. Bear Wise Agreement**

**RECOMMENDATION:**

THAT Council give three readings to a by-law to authorize an agreement with the Ministry of Natural Resources under the Bear Wise Community Funding Program.

**Recommendation Approved.**

JMcMillin

**9. 2009 Standing Committee/Council Meeting Schedule**

**RECOMMENDATION:**

THAT Council hereby adopts the Standing Committee & Council Meeting Schedule for 2009, as attached to the September 30, 2008 report of the City Clerk.

**Recommendation Approved.**

JMcMillin

**10. Video Surveillance – Next Steps**

**RECOMMENDATION:**

THAT Council of the City of Kenora hereby give notice of its intent to install additional video surveillance equipment overlooking the Main Street South and Harbourfront boardwalk areas of the City; and

THAT authorization be given to withdraw \$11,250.00 from the Video Surveillance Reserve for acquisition of 3 new surveillance cameras and associated equipment; and further

THAT in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend the 2008 Municipal Budget by by-law at its October 20<sup>th</sup> meeting for this purpose.

**Discussion:** Council would like to see a camera installed on the overhead bridge as this has been a problem area for an extensive period and there has been an increased amount of violence in this area.

**Recommendation Approved.**

JMcMillin

**11. OFSSA Request – 2008 T.A. High School Boys Volleyball**

**RECOMMENDATION:**

THAT Council support the sponsorship of \$1,000.00 to the 2008 Boys 'A' Volleyball OFSAA Championships November 20, 21 and 22, 2008.

**Discussion:**

Council requests that a policy be developed with respect to these types of requests and that this policy be brought back through Finance and Administration.

**Recommendation Approved.**

JMcMillin/  
KBrown

## **12. FCM Membership**

**Discussion:** Bill identified that we are currently not members of this organization, and we have been weighing the benefits of the membership. This is a \$2,000 membership and is a highly recognized organization but is driven by the urban centres. It does have benefits to municipalities but we can access some of the information through AMO. This will be deferred to budget discussions for consideration.

## **13. Kenora Golf Club-Request for Charitable Donation Receipts**

### **RECOMMENDATION:**

THAT Council accept charitable donations for the purposes of funding capital improvements at the Kenora Golf Club subject to written approval by the Kenora Golf Club of the following conditions:

- THAT the City be the direct recipient of any donation amounts for capital improvements at the Kenora Golf Club for which a donations receipt is required; and
- THAT the Kenora Golf Club submit a plan for capital improvements to be performed at the golf course that would be funded through any donations received; and
- THAT the City would either reimburse the Kenora Golf Club direct for the net cost of any related capital works performed, or pay on behalf of the Kenora Golf and Country Club for the net costs, up to a maximum of any donation amounts received and not previously paid out in this manner; and

THAT the City will neither accept any donations nor issue any donation receipts related to capital improvements at the golf course until the Kenora Golf Club has provided the City with written agreement as to the conditions as contained within this resolution.

### **Discussion:**

Council would like an opinion from Revenue Canada to ensure that we are in compliance with this process. Bill and Karen identified that the opinion obtained from Revenue Canada will only be for this one specific situation and will not reflect any other. Karen will speak with the Golf Club if they wish to pursue this opinion from Revenue Canada, as they will be expected to pay for the opinion before the City will proceed. Council further requested that we look at amending our purchasing policy.

**KBrown**

**HOLD**

## **14. Keewatin Curling Club-Request for Forgiveness of Debt**

### **RECOMMENDATION:**

THAT Council hereby authorizes the forgiveness of the former debt owed by the Keewatin Curling Club to the former Town of Keewatin in the amount of \$4,012.50; and

THAT this forgiveness be conditional upon entering into an agreement between the Keewatin Curling Club and the City of Kenora, based on mutually acceptable terms, addressing issues related to the common wall between the Keewatin Curling Club and the Keewatin Arena, including cost sharing and related responsibilities by both parties.

**Recommendation Approved.**

JMcMillin

**15. Mt. Evergreen Ski Hill-Request for Partnership**

**RECOMMENDATION:**

THAT Council hereby authorizes the City to submit an application to the Kenora and Lake of the Woods Community Foundation on behalf of the Mount Evergreen Ski Club for the installation of snow making capacity at the Ski Hill; and

THAT this resolution, taken in conjunction with the written request dated October 3<sup>rd</sup>, 2008, from the Mount Evergreen Ski Club, represents the whole of the City's formal approval process in this matter; and further

THAT no formalized written partnership agreement be developed for this purpose.

**Recommendation Approved.**

JMcMillin

**16. Tangible Capital Assets Policy**

**RECOMMENDATION:**

THAT Council hereby approves the new Tangible Capital Asset Policy, #FI-06-01; and

THAT Council hereby gives three readings to the appropriate By-law to authorize the addition of the Tangible Capital Asset Policy to the City's policy manual.

**Recommendation Approved.**

JMcMillin

**17. City Debt Policy**

**RECOMMENDATION:**

THAT Council hereby approves the amended City Debt Policy, FI-4-1; and

THAT Council hereby gives three readings to the appropriate By-law to approve the amendments to the City's policy manual.

**Recommendation Approved.**

JMcMillin

**18. City Investment Policy**

**RECOMMENDATION:**

THAT Council hereby approves the amended City Investment Policy, FI-4-2; and

THAT Council hereby gives three readings to the appropriate By-law to approve the amendments to the City's policy manual.

**Recommendation Approved.**

**JMcMillin**

**ITEMS ON HOLD:**

- **NOMA/KDMA Levy**

**OTHER BUSINESS:**

**INFORMATION PURPOSES ONLY:**

**N/A**

**NEXT MEETING**

- **Monday, November 3, 2008.**



## **COMMUNITY SERVICES COMMITTEE MINUTES**

October 14, 2008 at 5:09 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, October 20 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  
There were none declared

### **C. CONFIRMATION OF MINUTES**

Moved by C. Drinkwater Seconded by D. McCann, & Carried:-  
THAT the Minutes from the last regular meeting held September 8, 2008 be confirmed as written and filed.

### **D. REPORTS:-**

#### **1. Appointment to Accessibility Advisory Committee**

##### **RECOMMENDATION:**

THAT Council hereby receives the application of interest submitted by Lisa Devlin to serve on the Accessibility Advisory Committee; and further

THAT Council hereby appoints Ms Devlin to the Accessibility Advisory Committee with a term to expire November 30, 2010.

**Discussion:** Council feels that we should review the policy on the membership on this committee as we are not fulfilling the requirements of the mandate of who should be part of the committee.

**Recommendation Approved.**

### **OTHER BUSINESS**

None

### **UPDATES & INFORMATION**

None

### **HOLD**

### **NEXT MEETING**

- Monday, November 3, 2008.

JMcMillin





## OPERATIONS COMMITTEE MINUTES

October 14, 2008 At 5:10 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, October 20 Meeting:

### 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  
There were none declared

### C. CONFIRMATION OF MINUTES

Moved by C. Van Wallegghem, Seconded by A. Poirier & Carried:  
THAT the Minutes from the last regular meeting held September 8, 2008 be confirmed as written and filed.

### D. REPORTS:

#### ROADS

##### 1. Reduced Load Restriction-By-Law Number 125-2008

###### **RECOMMENDATION**

THAT Council hereby repeals By-Law Number 125-2008, being a By-Law to Designate the date on which a Reduced Load Period shall start or end and the Highways or Portions thereof to which the Designation applies, in order to remove the following clause: -

2. THAT the provisions of subsections 1, 2, 3 and 4 of Section 122 of the Highway Traffic Act apply to the highways named below on a permanent and ongoing basis each and every year:
  - 1) Transmitter Road from Highway 17 East to Homestake Road
  - 2) Homestake Road from Airport Road to Transmitter Road
  - 3) Gould Road from Railway Street to Transmitter Road; and further

THAT the Operations Department work with legal counsel to prepare a "Heavy Truck" by-law to be brought forth at a future meeting.

###### **AMENDED RECOMMENDATION**

THAT Council hereby amend By-Law Number 125-2008, being a By-Law to Designate the date on which a Reduced Load Period shall start or end and the Highways or Portions thereof to which the Designation applies, to reflect removing the following clause: -

2. THAT the provisions of subsections 1, 2, 3 and 4 of Section 122 of the Highway Traffic Act apply to the highways named below on a permanent and ongoing basis each and every year:

- 1) Transmitter Road from Highway 17 East to Homestake Road
- 2) Homestake Road from Airport Road to Transmitter Road
- 3) Gould Road from Railway Street to Transmitter Road; and further

THAT the Operations Department work with legal counsel to prepare a "Heavy Truck" by-law to be brought forth at a future meeting.

**Recommendation Approved (Resolution & By-law).**

JMcMillin

## **2. By-Law 96-2008 Stop Signs at Intersections-Matheson Street North at Second Street North**

### **RECOMMENDATION**

THAT Council give three readings to a by-law to repeal By-law Number 96-2008, being a By-Law to regulate traffic on the roads and highways of the City of Kenora in order to provide approval to remove the stop signs currently in place at the intersection of Matheson Street North and Second Street North.

JMcMillin

**Recommendation Approved.**

### **SOLID WASTE**

## **3. Lake of the Woods Aero Modelers Agreement-Request for Extension**

### **RECOMMENDATION**

THAT Council of the City of Kenora hereby supports the extension of an agreement with the Lake of the Woods Aero Modelers for use of the Tri-Municipal Landfill Site for a 20 year period conditional upon support from the Ministry of Environment.

JMcMillin

**Recommendation Approved.**

### **ITEMS ON HOLD:**

- Municipal Roads Snow Clearing Policy

### **DISCUSSION ITEMS**

None

### **OTHER BUSINESS**

None

### **NEXT MEETING**

**Monday, November 3, 2008**

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

THAT this meeting now be declared closed at 5:20 p.m.; and further

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

**1. SECURITY OF PROPERTY**

At 5:41 p.m., Committee reconvened to the Open Session with no reports.

Motion to Adjourn:

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

THAT this meeting now stands adjourned at 5:41 p.m.