



**CITY OF KENORA
STANDING COMMITTEE MEETING
AGENDA**

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

MONDAY, FEBRUARY 9, 2009

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 144-2007

Take Notice that in keeping with Notice By-law #144-2007 Council intends to approve the following at its Tuesday, February 17, 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. MOTION - CONFIRMATION OF MINUTES

THAT the Minutes of the last regular meeting held January 12, 2009 be confirmed as written and filed.

D. STANDING COMMITTEE DEPUTATIONS:-

- **4:00 p.m. – Reynold Kroeker – Anicinabe Seasonal Campers**
- **4:30 p.m. - Bernd Richardt & Brad Edie – Kenora Library Board (Community Services Agenda)**

E. REPORTS:

FINANCE & ADMINISTRATION COMMITTEE AGENDA

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

COUNCILLOR R. McMILLAN, CHAIR

NO.	REPORT SUBJECT	DISPOSITION
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1.	Finance & Administration – Summer Student
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RECOMMENDATION:

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.

2. Proclamation Request – March as “Epilepsy Awareness Month” and March 26 as “Purple Day”

RECOMMENDATION:

THAT the Mayor be and is hereby authorized to proclaim the month of March, 2009 as “Epilepsy Awareness Month” and Thursday, March 26 as “Purple Day” in and for the City of Kenora.

3. POA Court House Lease Agreements

RECOMMENDATION:

THAT Council of the City of Kenora approve the License agreements with the Ontario Realty Corporation for leasing space in the Kenora and Red Lake Court House Facilities for the Provincial Offences Court for a five year term ending December 31, 2013; and

THAT Council give three readings to a By-law authorizing the License agreements.

4. Hiring Policy

RECOMMENDATION:

THAT Council of the City of Kenora give three readings to a by-law, authorizing the amendment to the City of Kenora– Non-Union Recruitment Policy HR1-1.

5. Municipal Insurance Coverage

RECOMMENDATION:

THAT the City of Kenora issue a Request for Proposal for the provision of Municipal Insurance coverage for the period beginning July 1, 2009 and ending June 30, 2010.

6. Proclamation Request – March 4, 2009 IBCLC Day

RECOMMENDATION:

THAT the Mayor be and is hereby authorized to proclaim the day of March 4, 2009 as “International Board Certified Lactation Consultants (IBCLC)” in and for the City of Kenora.

OTHER BUSINESS

ITEMS ON HOLD:

- **Draft Policy - Political Contributions**

NEXT MEETING

- **Monday, March 2, 2009.**



COMMUNITY SERVICES COMMITTEE AGENDA

*Councillor C. Van Walleghem – 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 17, 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. MOTION - CONFIRMATION OF MINUTES

THAT the Minutes from the last regular meeting held January 12, 2009 be confirmed as written and filed.

D. REPORTS:

COUNCILLOR C. VAN WALLEGHEM, CHAIR

Table with 3 columns: NO., REPORT SUBJECT, DISPOSITION

1. Follow-up - Library Board Presentation
Discussion:

2. LOW Sports Association 24th Annual Sports Banquet
RECOMMENDATION:
THAT Council support the Lake of the Woods Sports Association 24th Annual Sports Banquet in the form of a donation of \$200.00; and further

THAT Councillor _____ be authorized to attend the banquet and all eligible expenses in accordance with Council's Travel & Per Diem Policy be hereby authorized.

3. KAR - Tourism Kenora - Service Delivery Review 2009
Discussion:

4. Student Wages
RECOMMENDATION:
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:

Table with 3 columns: Concession, Step 1 - Start, Step 2 - Experience. Rows for Student -17 yrs & under and Adult -18 yrs & over.

Rink Attendants	Step 1 - Start	Step 2 - Experience
Students - 17 yrs & under	\$8.90 (Ontario min. wage)	\$9.30
Students - 18 yrs & over	\$9.50(Ontario min. wage)	\$9.90

Desk Attendants	Step 1 - Start	Step 2 - Experience
Students - 17 yrs & under	\$8.90 (Ontario min. wage)	\$9.30
Students - 18 yrs & over	\$9.50(Ontario min. wage)	\$9.90

THAT the graduation to Step 2 is pending satisfactory performance and all Concession and Rink Attendant staff will remain strictly seasonal with interested staff being required to reapply annually; and further

THAT Council approves the recommendation from the Leisure Services Committee to accept the following wage plan for non-unionized student pool staff; and further

THAT all wages take effect March 31, 2009 in keeping with the mandatory minimum wage increase date.

POOL STAFF	CURRENT WAGE	PROPOSED		
		Start Rate	Step 1 (After 1 year of service & acceptable performance)	Step 2 (After 2 years of service & acceptable performance)
Pool Attendant	8.20	8.20 (min. wage)	8.90 (min. wage 2009)	9.60 (min. wage 2010)
In-service and/or Meeting	8.20	8.20 (min. wage)	8.90 (min. wage 2009)	9.60 (min. wage 2010)
Assistant Instructor	8.20	10.80	11.30	11.80
Assistant Guard	8.50	10.80	11.30	11.80
Lifeguard	10.00	11.35	11.85	12.35
Instructor	10.00	11.35	11.85	12.35
Lifeguard & Instructor	10.00	11.50	12.00	12.50

5. Diamonds & Ice Tournament

RECOMMENDATION:

THAT Council of the City of Kenora declare the 15th Annual Diamonds & Ice Hockey & Baseball Tournament a Community Festival; and further

THAT the 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:

Location	Fri. July 31st, 2009	Sat. August 1, 2009	Sun. August 2, 2009
Keewatin Community Hall	3:00 p.m. – 1:00 a.m.	11:00 a.m. – 12:00 a.m.	12:00 p.m. – 10:00 p.m.

(Arena upstairs)			
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 July 31, 2009 to Monday August 3, 2009 at 8:00 a.m. in the interest of public safety.

6. NAFN Tournament of Champions 2009

RECOMMENDATION:

THAT Council of the City of Kenora hereby authorizes a grant of \$3,000.00 for the use of the Kenora Recreation Centre for the 20th Annual Tournament (NAFN Hockey Tournament) being held in Kenora on April 9th -12th, 2009.

7. Summer Students – Castle of Learning

RECOMMENDATION:

THAT Council approves the hiring of one (1) summer students for The Castle of Learning and Discovery Children’s Centre for 12 weeks Starting June 15, 2009 and ending August 28, 2009.

OTHER BUSINESS

NEXT MEETING

- **Monday, March 2, 2009.**



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

- *A by-law amendment to Tariff of Fees By-law #147-2007 to incorporate a charge for Commercial Roll-Out Containers delivered to the Transfer Station.*
- *To amend the Agreement, as per By-Law #102-2008, for the purpose of authorizing the extension of a contract and associated upset fee between the Corporation of the City of Kenora and KGS Group.*

B. DECLARATION OF PECUNIARY INTEREST

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

C. MOTION - CONFIRMATION OF MINUTES

THAT the Minutes from the last regular meeting held January 12, 2009 be confirmed as written and filed.

D. REPORTS

1. Downtown Revitalization – Phase 1 – KGS Contract Administration Fee.....

RECOMMENDATION:

THAT Contract Administration Services Agreement between the Corporation of the City of Kenora and KGS for the Downtown Revitalization Phase 1 Project be amended to increase the upset limit from \$336,328.00, plus GST to \$457,970.00, plus GST; and further

THAT approval be granted to extend the term of the Agreement to be no later than December 31st, 2009; and further

THAT Council give three readings to a by-law to amend the Agreement, as per By-Law #102-2008, for the purpose of authorizing the extension of a contract and associated upset fee between the Corporation of the City of Kenora and KGS Group.

2. Accept Terms of Reference–Environmental Advisory Committee

RECOMMENDATION:

THAT Council of the City of Kenora give three readings to a by-law establishing an Environmental Advisory Committee to provide advice and direction to City Council to maximize opportunities for citizens, organizations, businesses and government to be good stewards of the environment; and further

THAT Councillor Rory McMillan be appointed as a member to the Environmental Advisory Committee and Councillor David McCann be appointed as alternative.

3. Amendment to Tariff of Fees By-Law

RECOMMENDATION

THAT Council hereby repeals By-Law Number 182-2008, being a By-Law to designate a charge for Commercial Roll-Out containers dropped off at the Transfer Station, in order that a new clause may be added as follows:-

1. THAT an addition to Section 23 (Solid Waste) be added and inserted into Schedule "D" to By-law 147-2007 for inclusion of a Commercial Recycling drop off charge as follows:

Roll-Out Containers delivered to the Transfer Station - \$2.00/container; and further

THAT Council give three readings to a new by-law to Amend Schedule "D" to Tariff of Fees & Charges By-law #147-2007, Section 23 (Solid Waste) regarding a charge for Commercial Roll-Out Containers delivered to the Transfer Station.

4. Municipal Support for Earth Hour and Energy Conservation Week

RECOMMENDATION

THAT Council of the City of Kenora, being an AMO member municipality, endorse the support of the World Wildlife Fund Earth Hour, by turning off the lights in municipal buildings, encouraging other sectors to participate, measuring energy drop during the event by working with the local distribution company, and engaging residents in post-Earth Hour activities that encourage individual action by highlighting programs and incentives; and further

THAT the Earth Hour event is to be held on Saturday, March 28, 2009, 8:30 a.m. – 9:30 p.m.

5. Mink Bay Walking Trail – Two Viewing Sites

RECOMMENDATION

THAT approval be given to Kenora Urban Trails Committee to proceed with the plans to develop two viewing sites for the Mink Bay Walking Trail; and further,

THAT a grant, in the amount of \$4,000.00 was received from the Ministry of Natural Resource's Community Fisheries and Wildlife Involvement Program for the funding of 2 granite benches, 2 signs and 1 railing; and further,

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

6. Coney Island Shuttle

RECOMMENDATION

That Council of the City of Kenora receive the following proposals to operate a shuttle service to Coney Island from the Harbourfront docks:

- Scott Green, Green Adventures
- John O'Flaherty, Kenora Marine Transportation Services
- Jennifer Schott;

and further,

THAT the proposal from John O'Flaherty be accepted for purposes of negotiating an agreement acceptable to both parties for the 2009 and 2010 boating season with a further two year extension as may be mutually agreed.

7. Boat Docking Fees

RECOMMENDATION

THAT Council of the City of Kenora hereby establish the following seasonal docking rate fees for the following City wharfs for 2009:

- 1. Keewatin and Harbourfront 'C' Dock - \$450.00 effective 2009 boating season
- 2. Water Street Dock - \$300.00 effective 2009 boating season; and further

THAT a 5% increase be approved for each of the 2010 and 2011 boating seasons; and further

THAT a new seasonal docking rate for the Coney Island north docks be establish at \$300.00 effective the 2009 boating season; and further

THAT Coney Island residents residing within the interior lots be given first opportunity to rent the Coney Island north docks; and further

THAT the revenue from the seasonal docking fees be transferred to a Wharf Replacement Reserve for future wharf repairs and replacement.

8. Anicinabe Park Concession Building Repairs

RECOMMENDATION:

THAT the following two (2) request for quotations, for the rehabilitation of the perimeter and basement drainage at the Anicinabe Park Concession building, be hereby received, GST extra; and further,

LMD Contracting	\$13,700.00
Sierra Construction	\$12,840.00

THAT the submission received from Sierra Construction, in the amount of \$12,840.00, GST extra, be hereby accepted.

9. Coney Island Winter Road Maintenance - Tax Credit

RECOMMENDATION:

THAT staff be directed to contact the resident of Coney Island to advise that the Corporation of the City of Kenora will not perform maintenance operations or adopt a policy to provide financial assistance for private works.

10. 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, 2009; and further,

THAT all positions approved are conditional upon Council approval of the 2009 City Operational Budgets.

11. Summer Students

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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 27 – August 28, 2009; and further

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 11 – August 14, 2009; and further

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 11 – August 14, 2009; and further

THAT Council of the City of Kenora approve the hiring of one (1) student for the Water & Sewer Department (for a total of 16 weeks) from May 11 – August 28, 2009; and further

THAT Council of the City of Kenora approve the hiring of two (2) students for the Solid Waste Department (for 16 weeks each for a total of 32 weeks) from May 11 – August 28, 2009; and further

THAT all positions approved are conditional upon Council approval of the 2009 City Operational Budgets.

ITEMS ON HOLD

OTHER BUSINESS

- Additional disabled parking spaces – Main Street
- Ontario Works Lease

NEXT MEETING

- **Monday, March 2, 2009.**

ADJOURNMENT