



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

Held Monday, January 12, 2009  
City Council Chambers at 4:00 p.m.

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**PRESENT:** Councillor W. Cuthbert  
Councillor C. Drinkwalter  
Councillor D. McCann, FA A/Chair, OP Chair  
Councillor R. McMillan, Arrived at 5:15 p.m.  
Councillor C. Van Walleghem, CS Chair  
B. Preisntanz, CAO  
J McMillin, City Clerk  
R. Perchuk, Operations Manager  
S. McDowall, H.R. Manager  
K. Brown, Finance & Admin. Manager  
C. Neil, Recreation Services Manager

**REGRETS:** Mayor L. Compton  
Councillor A. Poirier

**COMMUNITY SERVICES COMMITTEE MINUTES**

**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.  
There were none declared.

**C. MOTION - CONFIRMATION OF MINUTES**

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

**D. REPORTS:**

**1. Statutory Family Day – Recreation Centres to remain Open**

**RECOMMENDATION:**

THAT approval be given for the Kenora Recreation Centre to remain open from 8:00 a.m. to 4:00 p.m. and the Keewatin Memorial Arena to remain

open from 1:00 p.m. to 4:00 p.m. on Monday, February 16, 2009 in order that families and individuals may enjoy the recreational facilities on the Family Day Statutory Holiday; and further

THAT all additional overtime costs for this day be included and approved in the proposed 2009 operating budget.

**Recommendation approved.**

**JMcMillin**

**2. Request for Sponsorship – Lk of the Wds Minor Hockey Assoc.**  
Committee discussed the sponsorship request and subsequently denied it.

A letter is to go forward to the Association from Community Services advising them of Committee's decision.

**CNeil**

**Letter and file.**

**3. Meeting with Library Board Reps – February 9 @ 4:30 p.m.**

The Clerk will confirm with Mr. Richardt that he and another representative from the Board may attend the Committee's February 9 Committee Meeting at 4:30 p.m. to discuss matters pertaining to the Board's Strat Plan.

**JMcMillin**

#### **OTHER BUSINESS**

#### **Emergency Repairs at Keewatin Memorial Arena Sewer Line**

It was noted there is a problem with the sewer line at the Keewatin arena and it is at a point where it has to be fixed. The floor has to be cracked open and there is no way to clean out valves; no way to get to the line without opening the floor. Apparently City crews and others have looked into the matter and now the Health Unit is involved due to odour seeping into change rooms, and tournaments would be affected if we don't have the work carried out immediately.

It will take approx. \$8,000 to complete the repairs, and the work can be carried out during the night tonight to get the work completed tomorrow. Also, proper clean outs will be installed in the event this happens again.

#### **RECOMMENDATION:**

THAT Council hereby authorizes emergency sewer repair work for the Keewatin Memorial Arena, at a cost not to exceed \$8,000.00 (incl. GST); and

THAT approval is hereby given for an appropriation of funds from the Recreation Complex - Keewatin Memorial Arena Reserves for this purpose; and further

THAT the cost of these repairs be reflected in the 2009 Municipal Operating Budget.

**Recommendation approved.**

**JMcMillin**

#### **NEXT MEETING**

- **Monday, February 9, 2009.**



## **OPERATIONS COMMITTEE MINUTES**

**January 12, 2009 at 4:20 p.m.**

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

**N/A**

### **B. DECLARATION OF PECUNIARY INTEREST**

**1) On Today's Agenda**

**2) From a Meeting at which a Member was not in Attendance**

There were none declared.

### **C. MOTION - CONFIRMATION OF MINUTES**

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

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

### **D. REPORTS**

#### **1. December 16/08 Kenora Port Authority Meeting**

##### **RECOMMENDATION:**

##### **i) Docking Rates – Coney Island**

THAT an annual fee structure for the north side of Coney Island be established at \$200.00 per season for the 2009 season; and further

THAT the Coney Island property owners currently using the dock be given first opportunity to rent the docking spaces.

##### **Discussion:**

A discussion ensued on the fee and the logistics of this type of docking. It was suggested the recommendation be amended to reflect docking costs as per policy. It was also suggested there should be two separate areas of docking at this location, i.e. for those 'inland' Coney residents and for public daily docking at no charge. It was discussed these docks should be incorporated into the Wharf Management Agreement for monitoring and collection of fees on behalf of the City; noting this agreement is up for tendering through an RFP this year.

**HOLD** for a review of costs on policy for this docking.

##### **ROADS**

#### **2. Coney Island Winter Road – Snow Plowing**

##### **RECOMMENDATION:**

THAT the City of Kenora not provide snow plowing services for the unopened, unclassified road allowances, on Coney Island, nor provide a

winter ice road, over Lake of the Woods, to access Coney Island.

**Recommendation approved.**

**JMcMillin**

**3. Second Street S/Water Street Intersection improvements**

**RECOMMENDATION:**

THAT the Council of the City of Kenora consults with the public, before a decision is made on which course of action to pursue with respect to the Second Street South/Water Street intersection improvements.

**Recommendation approved.**

**JMcMillin**

**Discussion:**

Committee discussed concerns on moving the Cenotaph at Memorial Park to accommodate improvements at the intersection. It was noted there is not a lot of support for moving the Cenotaph from its present location.

A public consultation meeting will be held at a later date regarding options for these improvements.

**SOLID WASTE**

**4. Lakeview Condominium Recycle Material Fee**

**RECOMMENDATION**

THAT Council of the City of Kenora maintain the collection rate of \$5 per 90 gallon barrel for multi-residential properties, in order to offset the cost of utilizing the specialized collection vehicle.

**Recommendation approved.**

**JMcMillin**

**ENGINEERING**

**5. Renewal Agreement for GIS Hosting Services for the Township of Red Lake**

**RECOMMENDATION**

THAT authorization be hereby given for the City of Kenora to enter into an agreement with the Corporation of the Municipality of Red Lake to provide Red Lake with a "hosted only" internet based GIS mapping service, at a monthly fee of \$375, plus GST; and

THAT the Mayor and Clerk be authorized to enter into the agreement; and further

THAT Council gives three readings to a by-law for this purpose.

**Recommendation approved** (resolution and by-law).

**JMcMillin**

**PARKS**

**6. Public Washrooms Contract (2009-2011)**

**RECOMMENDATION**

THAT the following quotations be received for garbage pickup, beach raking, cleaning and opening and closing for the public washrooms contract:-

Stover Services (Mid Canada Cleaning)	\$ 69,236.00 + G.S.T.
Cottage Country	73,000.00 + G.S.T.
MTO Janitorial Services	73,173.96 + G.S.T.
Alcock Maintenance	184,415.00 + G.S.T.
Kevin & Gayle Cahill	253,575.00 + G.S.T.;

AND FURTHER THAT the quotation from Stover Services (Mid Canada Cleaning) in the amount of \$69,236.00 + G.S.T. be accepted for the 2009-2011 Public Washrooms Contract.

**Recommendation approved.**

**JMcMillin**

### FACILITIES

#### **7. Public Wharf Renovations – Award contract for engineering/contract administration services.**

##### **RECOMMENDATION:**

THAT Council hereby approves KGS Group Consulting Engineers Proposal to provide Engineering Services for the review, inspection and recommendation for remedial work to the identified wharfs and to provide tender documents and contract administration for the public Wharf Renovations as described in the Terms of Reference for a total cost as listed in their proposal of \$23,000.00 plus applicable taxes; and further

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

**Recommendation approved** (resolution and by-law).

**JMcMillin**

### BUILDING

#### **8. Building Permits and Assessments**

Rick Perchuk was thanked for the report and was asked to pass thanks along to Pat Geisel & Kevin Robertson as well for their input.

### SEWER AND WATER

#### **9. Kenora Drinking Water Inspection Report – 2008**

**INFORMATION ONLY. No action required.**

### OTHER BUSINESS

#### **NAV Canada – Request for Support – Kenora Flight Service Station**

##### **Discussion:**

Committee discussed supporting this request so the current level that is provided now is maintained. It was agreed we do not want to lose any of these services or any portion of them and that they fit into our economic development plan. Councillor McCann noted that closure/changes to the status-quo would also affect two other communities.

Committee agreed that we provide our resolution of support to the Airport Authority for use in their package to be submitted along with other information and support from other stakeholders.

**Committee agreed a resolution be introduced at Council's January 19 meeting, in support of the status-quo for the level of service at the Kenora Flight Service Station.**

**JMcMillin**

**NEXT MEETING**

- **Monday, February 9, 2009.**



## **FINANCE & ADMINISTRATION COMMITTEE MINUTES**

**January 12, 2008 at 4:50 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, January 19, Meeting:**

- *A by-law amendment to Tariff of Fees By-law #147-2007 to incorporate an additional fee under Civil Marriage Ceremonies pertaining to "Renewal of Vows."*

### **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. MOTION - CONFIRMATION OF MINUTES**

**Moved by C. Drinkwater, Seconded by C. Van Wallegem, &  
Carried:-**

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

### **D. REPORTS:**

#### **1. Retain with Fred Dean, Solicitor**

##### **RECOMMENDATION:**

THAT authorization is hereby given for the City of Kenora to renew its retainer for legal services with Fred Dean, Barrister and Solicitor for the period January 1 to December 31, 2009 by including same in the 2009 Operating Budget; and further

THAT authorization is hereby given for the Clerk to execute any documents in connection with this renewal on behalf of the City of Kenora.

**Recommendation approved.**

**JMcMillin**

#### **2. 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 further

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.

**Recommendation approved.**

**JMcMillin**

**3. NOMA/KDMA Memberships – 2009**

It was agreed a recommendation go forward to the January 19<sup>th</sup> meeting in support of re-renewing these memberships and Councillor McMillan had indicated previously that he will have a prepared statement to read on this matter for Monday’s meeting.

**To → Council’s January 19 meeting.**

**JMcMillin**

**4. Mayor Compton attendance at “Health of Lk Winnipeg Meeting**

**RECOMMENDATION:**

THAT authorization be hereby given for Mayor Compton to attend the “Health of Lake Winnipeg” meeting taking place Monday, January 12, 2009 in Winnipeg; and further

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

**Recommendation approved.**

**JMcMillin**

**5. Mayor Compton attendance at the Economic Summit**

**RECOMMENDATION:**

THAT authorization be hereby given for Mayor Compton to attend the Economic Summit taking place February 2 and 3, 2009 in Thunder Bay; and further

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

**Recommendation approved.**

**JMcMillin**

**6. Environment Committee**

Councillor McCann advised that an Ad Hoc Environmental



Committee has been established in the community. The question has been asked by the group as to what support Council would give them for submitting information through a Standing Committee. Councillor McCann indicated he would like the group to be an Advisory Committee to Council as they want to move forward in the community. Committee agreed to support this Committee as such.

This item will go forward to the February meeting together with a prepared Terms of Reference to establish the Committee and approval on the makeup/appointments for the Committee.

**BPreisentanz**

**HOLD.**

## **7. Police Services Board Budget Requests**

### **RECOMMENDATION:**

THAT Council hereby provides the following direction to the Kenora Police Services Board with regards to the Board's 2009 budget submissions as requested by the Police Services Board:

- The Kenora Police Service Budget submissions for 2009 should reflect the following:
  - Minimum Costs to Ensure Adequate and Effective Policing during the period from January 1, 2009 through June 30, 2009, the approved date for disbandment of the KPS;
  - Anticipated costs related to any expenditures deemed necessary as part of the disbandment of the KPS, including related transition costs to the OPP, reflected as a separate line item in the budget;
  - Provision for Expenditures in accordance with Section 130(1) of the Police Services Act, reflected as a separate line item in the budget;
- No capital budget should be submitted for the KPS operations due to the impending disbandment;
- Regular operating budget for the entire 2009 operating year for expenses related to the Police Services Board; and further

THAT the budget submissions from the Police Services Board be submitted to the City on or before January 30, 2009, at noon in accordance with the initial budget request made by City administration on November 28, 2008 and in the format as per that original request as amended by the direction provided within this resolution.

**Recommendation approved.**

**JMcMillin**

## **8. Amendment to Tariff of Fees – Civil Ceremony Additional Fee - Renewal of Vows (\$300)**

### **RECOMMENDATION:**

THAT Council give three readings to a by-law to amend Schedule "A" to By-law #147-2007 being a by-law to establish a General Tariff of Fees and Charges for the City of Kenora.

**JMcMillin**

**Recommendation approved** (resolution and by-law).

**9. LOW Cottagers Association – Annual General Meeting**

**RECOMMENDATION:**

THAT authorization be hereby given for Mayor Compton and Members of Council to attend the Annual General Meeting of the Lake of the Woods Cottagers taking place on May 4, 2009 in Winnipeg; and further

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

**JMcMillin**

**Recommendation approved.**

**10. LAS Electricity Procurement Program**

**RECOMMENDATION:**

THAT the Council of the City of Kenora endorse the Electricity Procurement Program in partnership with Local authority Services (LAS), a wholly owned subsidiary company of the Association of Municipalities of Ontario; and

THAT the execution of an Agency Appointment and Retainer Agreement with Local Authority Services be approved, recognizing that as agent, LAST will negotiate all required electricity purchases on behalf of all procurement program members and that the details of all contracts will then be communicated to all program members; and

THAT the authority to make all future program-related decisions for the City of Kenora be delegated to:-

- 1) Karen Brown, Manager, Finance & Administrations
- 2) Charlotte Edie, Deputy Treasurer
- 3) John Nabb, Building Inspector/ Facilities Maintenance Coordinator; and further

THAT Council authorize the Local Authority Services, through its appointed agent, to have access to consumption data from the local electricity utility on an as-needed basis in order to compile load profile information for the procurement program and to bill all enrolled accounts.

**JMcMillin**

**Recommendation approved.**

**ITEMS ON HOLD:**

- **Draft Policy - Political Contributions**

**NEXT MEETING**

- **Monday, February 9, 2009.**

**Motion required adjourning to Closed Meeting:-**

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

THAT this meeting be now declared closed at 5:05 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) Potential Litigation Matter.**

**Reconvene to Open Meeting.**

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

THAT this Closed Meeting is hereby adjourned at 5:25 p.m.; and further

THAT Committee hereby reconvenes to Open Session advising of the following action:-

- *For Administration to proceed with submitting a letter to Bowes Publishing Ltd., regarding a retraction pertaining to a Letter to the Editor dated January 7, 2009.*

**The meeting stood adjourned at 5:30 p.m.**

**JMcMillin**