



MINUTES

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

Held Monday, March 2, 2009
City Council Chambers
4:00 p.m.

ACTION

PRESENT: Mayor Compton
Councillor C. Drinkwalter
Councillor D. McCann
Councillor A. Poirier
Councillor C. Van Walleggem
B. Preisenzanz, CAO
K. Brown, Finance & Administration Manager
J. McMillin, City Clerk
R. Perchuk, Operations Manager
S. McDowall, HR Manager
C. Neil, Recreation Services Manager

REGRETS: Councillor W. Cuthbert
Councillor R. McMillan

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 March 9, 2009, 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. MOTION - CONFIRMATION OF MINUTES

Moved by C. Drinkwalter, Seconded by A. Poirier & Carried:-
THAT the Minutes of the last regular meeting held February 9, 2009 be confirmed as written and filed.

D. REPORTS:

1. Ministry Agreement- Police Officers Recruitment Fund

RECOMMENDATION:

THAT as recommended by the Kenora Police Services Board, authorization is hereby given to enter into an agreement with Her Majesty the Queen in Right of the Province of Ontario as represented by the Ministry of the Solicitor General and Correctional Services funding under the Police Officers Recruitment fund; and further

THAT Council give three readings to a by-law authorizing the Mayor and Clerk to execute the agreement between the Ministry of Community Safety and Correctional Services, the City of Kenora and the Kenora Police Services Board.

The Clerk is checking on the status of transferring this agreement to OPP.

JMcMillin

Recommendation approved (resolution and by-law).

JMcMillin

2. Buy Canadian/Build Canadian – Resolution of Support

RECOMMENDATION:

THAT the Council of the City of Kenora will work to keep good jobs in our community by:-

1. Adopting a “Buy Canadian” policy for municipal purchases which includes:-

- Requiring a minimum of 50% Canadian content and domestic final assembly in the purchase of public transit vehicles;
- Requiring the purchase of goods and services with the highest possible level of Canadian content;
- Requiring potential vendors to identify the source of goods and services, and the overall level of Canadian content, as part of the tendering process;
- Reporting annually to Council on the level of Canadian content in municipal purchases; and
- Identifying opportunities to enhance the level of Canadian content in future purchases.

2. Calling on the federal, provincial and territorial governments to immediately enact “Buy Canadian” legislation applying to direct public purchases and to grants and other funding provided to municipal governments.

Committee agreed that this resolution not be supported. As there was insufficient support to move this item forward to Council, it is to be filed.

FILE

3. Endorsation of Resolution – Town of Marathon- Distant Markers

RECOMMENDATION:

THAT Council of the City of Kenora hereby endorses and supports the following resolution adopted by the Town of Marathon with respect to Distance Markers for Highways 17 and 11, and directs that a copy of this resolution be forwarded to the Honourable Jim Bradley, Minister of Transportation, and the Honourable Howard Hampton, MPP, seeking their endorsement:-

“WHEREAS the members of the Marathon Emergency Services Department and members of other North Shore and Regional Fire Departments find themselves responding to motor vehicle collisions on Highway's 11 and 17; and

WHEREAS these departments are required to respond in all weather conditions and all times of the day and night; and

WHEREAS the four zones of the Thunder Bay District Mutual Fire Aid group support the efforts of its member departments in promoting the safety of its members and the public they serve; and

WHEREAS there have been cases where service to these people has been unduly delayed due to the inexact method of locating the accident scene; and

WHEREAS valuable time has been lost reconfirming the accident scenes locale through the 911 caller; and

WHEREAS The Corporation of the Town of Marathon wishes to see the best quality service is provided to its residents and those persons traveling our highways”

NOW THEREFORE BE IT RESOLVED THAT The Corporation of the City of Kenora support the Town of Marathon in urging the Minister of Transportation to expedite the installation of distance markers along Highways 11 and 17 so as to offer a more definable method of establishing an accidents location, and thereby ensuring a timely response to those travelers in need.”

JMcMillin

Recommendation approved.

4. Annual AMO Conference – August 16-19 – Ottawa, ON

RECOMMENDATION:

THAT the following four (4) Members of Council be hereby authorized to attend the Annual AMO Conference taking place in Ottawa, ON, August 16 to 19, 2009:-

**Mayor Compton
Councillor Drinkwalter
Councillor McMillan
Councillor Poirier;** and further

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

Both Councillors Drinkwalter and Poirier indicated they will put their names forward; however they will have to confirm at a later date. It was noted that Karen Brown will attend as staff.

HKasprick

Recommendation approved.

JMcMillin

5. Comprehensive Procedural By-law Review

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 20-2008, as amended, be and is hereby repealed.

Following an overview of the proposed changes, it was recommended the by-law go forward with the various changes as discussed and reviewed, including moving Emergency Services Meetings from Wednesdays to Monday's Standing Committee day preceding and Finance & Administration at 4:00 p.m.

WBrinkman

AMENDED 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

THAT By-law Number 20-2008, as amended, be and is hereby repealed; and further

THAT Council approve a revised meeting schedule to reflect moving Emergency Services Committee Meetings to the Monday Standing Committee time slot at 4:00 p.m. commencing April 6, 2009; and further

THAT Resolution #15 dated October 20, 2008 be and is hereby rescinded.

Recommendation approved as amended (resolution and by-law).

JMcMillin

6. Revised Policy – Proclamations/Tag Days/Parade Permits

RECOMMENDATION:

THAT Council give three readings to a by-law to approve a revised Proclamations/Tag Days/Parade Policy #CC-3-1.

JMcMillin

Recommendation approved (resolution and by-law).

7. Canadian Olympic Committee's CRTC Application–Letter of Support

RECOMMENDATION:

THAT authorization be hereby given for a letter of support to be submitted on behalf of the Council of the City of Kenora to the Canadian Olympic Committee, extending the City's support of their application with the Canadian Radio and Telecommunications Commission (CRTC) to establish a Canadian Amateur Sport Network.

Recommendation approved.

JMcMillin

8. Request for Letter of Support – Order of Ontario Nomination

RECOMMENDATION:

THAT further to receipt of a request for municipal support for the nomination of Don Parfitt to the Order of Ontario, Council of the Corporation of the City of Kenora extends its support for such nomination in the form a letter from the

Mayor's Office on behalf of the Council of the City of Kenora.

Recommendation approved.

JMcMillin

9. Job Descriptions – Animal Control/By-law Enforcement/Parking

RECOMMENDATION:

THAT Council of the City of Kenora approved the following job descriptions dated January 29, 2009:

- By-law Enforcement/Animal Control
- By-law Enforcement/Parking Control; and further

THAT recruitment for these positions commence immediately.

JMcMillin

Recommendation approved.

10. Taxi By-law Review – Options

Discussion:

Committee discussed two options to consider with respect to administering the new Taxi by-law model once KPS is disbanded; i) City to administer; or ii) Police Services Board to administer.

Committee agreed that with a Set Fine Schedule for the OPP to use for enforcement, as well as their overseeing safety regulations in accordance with the by-law, that the City's licensing department would administer the Taxi By-law as done a number of years ago. It was agreed Council would be the appeal body for purposes of the by-law.

The Clerk will prepare a new draft by-law for review for next month's Committee meeting.

JMcMillin

HOLD – April Meeting.

11. Contract with John O'Flaherty – Coney Island Shuttle

RECOMMENDATION:

THAT Council give three readings to a by-law to authorize the entering into of a contract with John O'Flaherty, o/a Kenora Marine Transportation Services for the operation of a shuttle service to Coney Island for the 2009 and 2010 seasons.

Recommendation approved (resolution and by-law).

JMcMillin

Bruce Ormiston is reviewing the contract that will be prepared for Monday's meeting.

**12. Reminder of Public Official Plan/Zoning Meeting
Monday, March 9 at 4:00 p.m. – Study - Black Sturgeon**

Council

13. Support of Weather Network – Letter of Support Basic Cable Service

Committee concurred to submit a letter of support regarding the Weather

Network's CRTC application. Deadline to submit is March 6, 2009 so there will be no resolution going forward to Council.

Letter and file.

JMcMillin

14. Housekeeping By-law – Medical Clinic Loan Amount

RECOMMENDATION:

THAT Council give three readings to a by-law to amend By-law Number 14-2006 being a by-law to authorize a loan to establish a Community Medical Clinic.

JMcMillin

Recommendation approved (resolution and by-law).

Bruce Ormiston is reviewing the by-law that will go forward to Monday's meeting.

BPreisenz

OTHER BUSINESS

N/A

ITEMS ON HOLD:

- **Draft Policy - Political Contributions**

NEXT MEETING

- **Monday, April 6, 2009.**



COMMUNITY SERVICES COMMITTEE MINUTES

March 2, 2009 at 4:30 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 March 9, 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. MOTION - CONFIRMATION OF MINUTES

Moved by C. Drinkwater, Seconded by D. McCann & Carried:-

THAT the Minutes from the last regular meeting held February 9, 2009 be confirmed as written and filed.

D. REPORTS:

1. Pool Wages

HOLD - April

2. 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.

Committee earlier received a copy of the financial information as it had requested last month pertaining to this event.

Recommendation approved.

JMcMillin

3. KAR Agreement and the Future

RECOMMENDATION:

THAT Council of the City of Kenora hereby authorize a service delivery agreement with the Kenora Assembly of Resources for the provision of special events/social programming for the term January 01, 2009 to December 31, 2010 subject to a 90 day termination notice by either party; and further

THAT three readings be given to a bylaw to authorize an agreement with the Kenora Assembly of Resources for the delivery of Special Events and Community Social Service programs.

Recommendation approved (resolution and by-law).

**JMcMillin/
HKasprick**

4. Community Club Grants

RECOMMENDATION:

THAT Council of the City of Kenora receives the recommendation from the Leisure Services Committee, approving the grant amount of \$4000.00 to Central, Pinecrest, Rideout and Evergreen Community Clubs.

Recommendation approved.

JMcMillin

Rick Perchuk was asked to look into the collapsed shed roof near the Central Community Club through the Facilities Maintenance Coordinator. It was noted this roof should be repaired in time for the various activities scheduled for that area this summer, such as the Musical Ride.

RPerchuk

5. Follow-up to Family Day Opening – February 16, 2009

It was discussed that while 482 people attended in Kenora and 31 in Keewatin during Family Day, there was an additional staffing cost of \$4,300.00 with only additional revenue of \$1,100.00 realized.

It was noted there are options to consider such as reducing the time from 8 hours to 4 hours; and should Union personnel refuse to work on that basis, although they do have first option, students could be used for working on this occasion. **Information only.**

6. Support of Woolwich for Hockeyville 2009

Councillor Van Walleghem advised that Woolwich is one of five cities left in this Canadian competition, and it is the only Ontario municipality in the running for "Hockeyville." Councillor Van Walleghem encouraged community support to vote for Woolwich as well as asking the media to assist with advising the public to vote.

It was further noted that if Woolwich is successful in winning the competition, they intend to name their local arena "The Dan Snyder Memorial Arena" in honour of the late NHL player, Dan Snyder. **Information Only**

7. Leisure Services Committee By-law - Review

Councillor McCann indicated Section 14 of Leisure Services By-law #34-2004 should be amended as it currently states:

"Any further changes to this By-law must be approved in a recorded vote by members of the said Committee and referred to Municipal Council for final approval."

It was suggested to change the wording "must be approved" to "must be recommended." The Clerk and the CAO were asked to make the necessary wording changes as they deem appropriate for Monday's meeting.

JMcMillin

RECOMMENDATION:

THAT Council give three readings to a by-law to amend By-law #34-2004

being a by-law to establish a Leisure Services Committee.

Recommendation approved (resolution and by-law).

JMcMillin

OTHER BUSINESS

N/A

NEXT MEETING

- **Monday, April 6, 2009.**



OPERATIONS STANDING COMMITTEE MINUTES

March 2, 2009 at 4:45 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 March 9, Meeting:

- *Amendment to Traffic Regulation By-Law 127-2001 – Schedule "N" Prohibited Turning Movements;*
- *Amendment to General Tariff of Fees and Charges By-Law 147-2007 Schedule "D" – Seasonal Docking Fees*

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 C. Van Walleggem, Seconded by C. Drinkwalter & Carried:-

THAT the Minutes from the last regular meeting held February 9, 2009 be confirmed as written and filed.

D. REPORTS

1. Amendment to Traffic Regulation By-Law 127-2001– Prohibited Turning Movements – at Intersection 2nd Street South at 7th Ave. So. RECOMMENDATION

THAT the City of Kenora Traffic Regulation Bylaw 127-2001 be amended to include the following addition to Schedule "N"- Prohibited Turning Movements

| | <u>Column 1</u> | <u>Column 2</u> | <u>Column 3</u> |
|------|---|--|------------------------|
| | HWY/FACING TRAFFIC | TURN PROHIBITED | TIMES/DAYS |
| Add: | 7 th Avenue South, northbound at Second Street South | STRAIGHT THROUGH OR LEFT onto 2 nd Street South | Anytime |

It was noted the neighbours in this area are supportive of the proposed change.

Recommendation approved (resolution and by-law).

JMcMillin

2. Request for Surface Treatment 2009

RECOMMENDATION

THAT the following roads be approved for inclusion under the Ministry of Transportation Surface Treatment Program for the year 2009:

| Location | Length | Application |
|----------------|---|----------------------|
| Essex Road | From two kilometers south of Lajeneusse Bridge, southerly | 1.0 km double |
| Duffus Road | Side roads, Murphy Lane and Grouse Drive | 600 metres double |
| Peterson Road | From one kilometer west of the junction of the Redditt road, westerly | 1.0 km double |
| Sunnyside Road | From Highway 596 junction, westerly | 1.0 km double |
| Sedesky Road | Entire length | 800 metres double |
| Coker Road | From the junction of the Redditt Road, easterly | 2.0 kms single |

Recommendation approved.

JMcMillin

3. Housekeeping By-law – Amend Tariff of Fees-Docking Rates By-law Only

RECOMMENDATION

THAT Council give three readings to a by-law to amend Schedule "D" to Tariff of Fees & Charges by-law to provide for seasonal docking fees.

Recommendation approved (resolution and by-law).

JMcMillin

4. 2008 Kenora Water System Summary Report

RECOMMENDATION

THAT the Council of the City of Kenora hereby accepts the 2008 Kenora Water System Summary Report, for the period January 1st, 2008 to December 31st, 2008, as prepared by Warren Ortlieb, Water and Sewer Supervisor.

It was agreed to change "accepts" to "receives."

AMENDED RECOMMENDATION:

THAT the Council of the City of Kenora hereby **receives** the 2008 Kenora Water System Summary Report, for the period January 1st, 2008 to December 31st, 2008, as prepared by Warren Ortlieb, Water and Sewer Supervisor.

Recommendation approved as amended.

JMcMillin

5. A) Indigent Burials Policy

B) Endorsation of Resolution – Indigent Funeral

RECOMMENDATION:

A) THAT Council hereby adopts Indigent Burials Policy #OP-5-1; and further

THAT Council give three readings to a by-law to approve the Indigent Burials Policy for inclusion in the City of Kenora Policy Manual.

JMcMillin

Recommendation approved (resolution and by-law).

B) THAT Council of the City of Kenora supports the United Counties of Stormont, Dundas and Glengarry Resolution which requests petitioning the Ministry of Community and Social Services (MCSS) to request a review and appropriate adjustment of the recommended rates for indigent funerals; and

THAT the MCSS amend the current policy to provide financial assistance to cover funeral expenses for all needy individuals, regardless of their age or whether or not they are receiving support through Ontario Works or the Ontario disability Support Program, at the time of death; and further

THAT a copy of this resolution be forwarded to the Minister of Community and Social Services, the Association of Municipalities of Ontario, the Kenora District Services Board, the United Counties of Stormont, Dundas and Glengarry; the City of Dryden, and the Honourable Howard Hampton, MPP, Kenora-Rainy River District.

JMcMillin

Recommendation approved.

6. Lake of the Woods Cemetery Rules & Regulations

RECOMMENDATION

WHEREAS the Lake of the Woods Cemetery in the City of Kenora is owned by the Corporation of the City of Kenora; and

THAT the Cemeteries Act, (Revised) R.S.O. 1990, Chapter C-4, Section 50 provides that an owner of a cemetery may make bylaws for regulating the operation of the cemetery; and

THAT the Council of the City of Kenora hereby approves the revised Rules and Regulations for the Care and Control of the Lake of the Woods Cemetery; and

THAT the Council of the City of Kenora hereby approves Schedule "A" rate increase for the Lake of the Woods Cemetery; and further

THAT this by-law will come into effect and come into force upon approval of the Ministry of Government and Consumer Services for the Province of Ontario.

Rick was asked to check on other rates in the area for comparison purposes, or alternatively, build an increase into the rates based on the Consumer Price Index.

RPerchuk

Committee requested that some type of increase for the next couple

of years be reflected in the schedule of fees and Rick will review and report back to Committee before the end of the week on his findings.

**JMcMillin/
HKasprick**

Recommendation approved (resolution and by-laws).

7. Appointment of Weed Inspector(s)

RECOMMENDATION

THAT the appointments of Randy Smith and Sarah Fairfield as City of Kenora Weed Inspectors, be hereby accepted; and

THAT the Clerk proceed with the reporting requirements to the Ministry of Agriculture, Food and Rural Affairs, prior to April 1, 2009; and further

THAT Council give three readings to a by-law to endorse their appointment as Weed Inspectors.

Reference was made to Rick's revised report on this matter.

AMENDED RECOMMENDATION:

THAT the appointment of Barb Manson, Parks Supervisor, as City of Kenora Weed Inspectors, be hereby accepted; and

THAT the Clerk proceed with the reporting requirements to the Ministry of Agriculture, Food and Rural Affairs, prior to April 1, 2009; and further

THAT Council give three readings to a by-law to endorse their appointment as Weed Inspectors.

***Rick was asked to check with the Ministry to determine if the City could fall under an "Area" Weed Inspector for this purpose, and if so, what would the cost be, rather than appointing our own Inspector. Local Inspectors are only to be appointed if an Area Weed Inspector is not used within the municipality. It was mentioned the Area Inspector may have to come from as far as the Fort Frances area, however Rick will advise of the status of this matter prior to the end of the week.**

RPerchuk

Recommendation approved as amended* (resolution and by-law), if required.

JMcMillin

8. Purchase 4 x 4 Truck – Water & Sewer Department

RECOMMENDATION

THAT the following tenders be received by the City of Kenora for a ¾ Ton 4 X 4 truck, diesel unit:-

| | | |
|-----------------|------------------------------|-------------|
| Kantola Motors | 2009 2500HD, Diesel engine | \$39,995.22 |
| | 2009 2500HD, Gas engine | \$31,695.37 |
| Derouard Motors | 2009 2500 4X4, Diesel engine | \$43,166.00 |

| | | |
|----------------|------------------------------|-------------|
| Dingwall Ford | 2009 F250 4X4, Diesel engine | \$41,074.37 |
| Bayview Toyota | 2009 4X4, Gas engine | \$36,487.70 |

THAT the quotation submitted by Kantola Motors, for a 4 X 4 Diesel truck, in the amount of \$39,995.22, including taxes, be accepted.

Recommendation approved.

JMcMillin

Mention was made that there may be a buying freeze directive from the province through MMAH for the purchase of new vehicles. Karen indicated it appears to be a suggestion rather than a government mandate and that it would be at Council's discretion as to whether they wish to purchase a new vehicle or not.

9. Housekeeping By-law – Contract for Anicinabe Park

RECOMMENDATION:

THAT Council give three readings to a by-law to authorize execution of an agreement between the City of Kenora and Larry Cruikshank for the Operation and Maintenance of Anicinabe Park.

Recommendation approved (resolution and by-law).

**JMcMillin/
HKasprick**

It was noted we are awaiting comments back from our Solicitor regarding the form of agreement.

10. Purchase of DBH Pipe Thawing Machine

RECOMMENDATION

THAT the Council of the City of Kenora hereby approves the purchase of a 2002 DBH Pipe Thawing Unit, from Alberta, in the amount of \$55,000.00, taxes and freight extra; and further

THAT an inspection of the Unit be made prior to a final decision to purchase.

Recommendation approved.

JMcMillin

It was discussed this piece of equipment has low hours (200) and it was questioned if we can still obtain parts for any repairs that might be necessary. It was noted we would be able to obtain the required parts and that this purchase is being recommended as an economical option for the City, rather than buying brand new.

DISCUSSION ITEM

AMO Communication: WDO Consultation on Blue Box Program Review

Rick mentioned the ongoing review of the Blue Box Program, and that the Ministry has been mandated to make recommendations and improvements on changes as the system is failing badly.

It was noted municipalities cannot afford to continue on the way we are going; basically due to funding formulas. This is a similar issue as to what happened with glass recycling a few years back and is now affecting cans, plastics and cardboards; however the province is attempting to address the issue.

OTHER BUSINESS

NEXT MEETING

- **Monday, April 6, 2009.**

ADJOURNMENT

Moved by A. Poirier, Seconded by C. Van Walleggem & Carried:-

THAT this meeting be hereby closed at 5:22 p.m.