



Minutes
of the
Emergency Services
Finance & Administration
Community Services
Operations
Committees of Council
Monday, November 9, 2009
3:30 p.m.
City Council Chambers

Action

PRESENT:

Councillor W. Cuthbert
Councillor C. Drinkwalter
Councillor D. McCann
Councillor R. McMillan
Councillor J. Parson
Councillor C. Van Walleghem
B. Preisntanz, CAO
W. Brinkman, Emergency Services Manager
K. Brown, Finance & Administration Manager
R. Perchuk, Operations Manager
S. McDowall, HR Manager
J. McMillin, City Clerk

REGRETS: Mayor L. Compton

Emergency Services Committee Minutes

A. Public information Notices

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 Previous Standing Committee Minutes

Moved by C. Van Walleghem, Seconded by J. Parson, & Carried:-
THAT the Minutes of the last regular meetings of the Regular Standing
Committee meetings held October 13, 2009 be confirmed as written and
filed.

D. Standing Committee Presentations/Deputations:-

3:30 p.m. – M.N.R. Presentation on Fire Hazard–Aulneau Peninsula

Chief Brinkman introduced four representatives from the Ministry of Natural Resources with respect to the potential fire hazard contained in the Aulneau Peninsula. Scott Lockhart provided an overview of this issue through a Power Point presentation. He noted that an interim fire response plan is being conducted by the Ministry in the event there is a wildfire to the south of the Kenora community or Sioux Narrows-Nestor Falls area from the Aulneau Peninsula. This plan will explain how to manage people in the event prevailing south winds send smoke into the urban areas and we need to know how to respond should this occur. Mention was made to the 'blow down' area and a discussion ensued on the impact of insects on our forests, noting the "beetle infestation cycle" is now on the downturn. Reference was also made to the Fire Smart Manual which is an educational pamphlet to protect homes from wildfires, and MNR provided copies to Committee.

The gentlemen were thanked for attending and left the meeting at 4:05 p.m.

E. Reports:

1. Pandemic Plan – Update

Chief Brinkman referred to the approved plan for the City which contains a pandemic plan and as a result of the H1N1 flu this particular matter will also be incorporated into the overall plan.

Chief Brinkman indicated that 31 cases of the H1N1 flu are now confirmed in the Northwestern Health Unit catchment area.

Next Meeting:

- **Monday, December 7, 2009.**



Finance & Administration Committee Minutes

9 November 2009 at 4:12 p.m.

A. Public Information Notices

As required under Notice By-law #144 -2007, the public is advised of Council's intention to adopt the following at its November 16 meeting:-

- An appropriation from the City Hall Reserve to offset costs associated with replacement of the City Hall HVAC control system in the amount of \$16,815.00;
- An appropriation from the Contingency Reserve to offset increased costs for the City related to the KDSB levy increase for 2009 in the amount of \$217,400.

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. Reports:

1. City of Kenora Recruitment Policy

RECOMMENDATION:

That Council of the City of Kenora give three readings to a by-law, authorizing a revised City of Kenora-Recruitment Policy to replace the Non-union Recruitment Policy HR1-1.

Recommendation approved (resolution and by-law).

JMcMillin/
HKasprick

2. Adoption of Audit Committee Terms of Reference

RECOMMENDATION:

That Council give three readings to a by-law to formally adopt the Terms of Reference for the City of Kenora Audit Committee.

Recommendation approved (resolution and by-law).

JMcMillin/
HKasprick

3. Position Description – Chief Administrative Officer

RECOMMENDATION:

That Council of the City of Kenora approve the position description for the Chief Administrative Officer for the City of Kenora.

Recommendation approved.

JMcMillin

Bill noted the review of this job description is long overdue as it dates back to Amalgamation. With that, Bill advised that another reason for the review is due to the fact he has given notice of his intention to resign from his position next year with a target date of August 1, 2010, and that advertising/recruitment for the position is expected to commence shortly and that he would be providing orientation to the incumbent.

4. City Hall Heating & Cooling Control System

RECOMMENDATION:

That Council hereby approves the quote from BSD Building Solutions for the replacement of the City Hall building HVAC control system for a total cost of \$16,815.00 plus GST, including labour and material; and

That Council hereby authorizes an appropriation from the City Hall Reserve to offset costs related to this replacement; and

That in accordance with the Notice By-law #144-2007, public notice is hereby given that the City intends to amend its 2009 Operating Budget at its November 16th meeting; and further

That Council hereby gives three readings to a by-law to amend the 2009 budget for this purpose.

Recommendation approved (resolution and by-law).

**JMcMillin/
HKasprick**

5. Monthly Financial Statements – September/09

RECOMMENDATION:

That Council hereby receives the monthly Financial Statements of the Corporation of the City of Kenora, as at September 30, 2009.

Recommendation approved.

JMcMillin

6. KDSB Levy

RECOMMENDATION:

That Council hereby receives the amended levy from the Kenora District Services Board in the amount of \$2,672,304 for 2009; and

That Council hereby authorizes an appropriation from the Contingency Reserve in the amount of \$217,400 to offset increased costs for the City related to this levy increase for 2009; and

That in accordance with the Notice By-law #144-2007, public notice is hereby given that the City intends to amend its 2009 Operating Budget at its November 16th meeting to authorize an appropriation from the Contingency Reserves; and further

That Council hereby gives three readings to a by-law to amend the 2009 budget for this purpose.

Councillor Cuthbert questioned possible uploading of Ontario Works and Ambulance costs and Karen will look into this and report back.

**JMcMillin/
HKasprick**

Recommendation approved (resolution and by-law).

7. Attendance at Annual ROMA/OGRA 2010 Conference

RECOMMENDATION:

That authorization be hereby given for up to four (4) Members of Council to attend the 2010 ROMA/Ontario Good Roads Association Combined Conference taking place in Toronto at the Fairmont Royal York Hotel, February 21 to 24, 2010; and further

That all eligible expenses in accordance with Council's Travel & Per Diem Policy, be hereby approved.

It was asked who would like to attend and confirmed that Mayor Compton, Councillor Cuthbert, Councillor McCann, and Councillor Parson will attend.

Recommendation approved.

JMcMillin

8. Section 357 – Cancellation and Refund of Taxes

RECOMMENDATION:

That the Section 357 tax adjustments totaling \$325,052.78, (plus applicable penalty adjustment), with potential refunds of \$8,842.49, be approved.

Recommendation approved.

JMcMillin

9. Underserviced Area Program (Request from SNNF)

RECOMMENDATION:

Whereas the Ministry of Health and Long Term Care is looking to change the Underserviced Area Program (UAP) which assists communities in recruiting physicians; and

Whereas the proposed changes through a sliding scale would offer higher incentives to more rural and northern communities where the need is greatest; and

Whereas the new program would recognize the difficulty that rural and northern communities have in competing for physicians with urban and southern communities;

Now Therefore Be It Resolved that in response to a request from the Township of Sioux Narrows-Nestor Falls, the Corporation of the City of Kenora fully supports the redesign of Ontario's Underserviced Area Program; and further

That a copy of this resolution be forwarded to the Minister of Health and Long Term Care, Howard Hampton, MPP Kenora-Rainy River Riding and the Northwestern Ontario Municipal Association (NOMA).

Recommendation approved.

JMcMillin

Councillor McMillan advised he will circulate the FAQ's on this issue to Council prior to Monday's meeting.

**Councillor
McMillan**

10. Various Committee Minutes to Adopt/Receive

RECOMMENDATION:

That Council hereby adopts the following Minutes from various City of Kenora Committees:

- October 6, 2009 – Landfill Liaison Committee
- November 4, 2009 – Snowmobile/ATV Advisory Committee
- October 13, 2009 – Council Budget Committee
- October 27, 2009 – Lake of the Woods Museum Board; and

That Council hereby receives the following Minutes from other various Committees:

- August 27, 2009 – Kenora District Services Board
- August 28, 2009 – NW Health Unit – Board of Health
- September 8, 2009 – Harbourtown BIZ
- September 15, 2009 - Planning Advisory Committee
- September 30, 2009 - District of Kenora Home for the Aged
- October 22, 2009 - Kenora Public Library Board; and further

That these Minutes be circulated and ordered filed.

Recommendation approved.

JMcMillin

**11. Reminder of Public Meeting – Retail Business Holidays Act
4:30 p.m. – Monday, November 16, 2009**

It was noted the by-law is expected to be adopted at the regular Council meeting.

JMcMillin

Other Business:

N/A

JMcMillin

Items on Hold:

- **Draft Policy - Political Contributions (add to December Agenda)**
- **Endorsation of Resolution – GTA Countryside – Free/Fair Trade**
- **Day of the Honey Bee Declaration**
- **NWHU Governance Matters**

Next Meeting:

- **Monday, December 7, 2009.**



Community Services Committee Minutes

2009 at 4:44 p.m.

A. Public Information Notices

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. Reports:

1. Harbourfront South Parking Lot – 2010 Season – Update/ Downtown Long Term Parking Options

Recommendation:

That additional parking spaces be developed for displaced users from the Harbourfront south parking lot along two areas of Lakeview Drive; and further

That one area be developed on the north side of Lakeview Drive to accommodate eleven (11) spaces and the 'No Parking/Tow Away Zone' designation along the south side of Lakeview Drive be changed to permit parking to accommodate the remaining displaced users.

Discussion:

It was questioned if this change would only be for one year and then we would revert back to the parking lot at the Harbourfront next year after construction. It was also questioned if this would only be 'seasonal' parking with passes and not necessarily permanent parking with the use of machines or meters. Future life of the current tent was questioned. It was explained we are not necessarily going to rehabilitate the existing tent, as the consultant is being asked to design a tent-type structure that would fit the re-configuration of the Harbourfront.

It was suggested that the north side of Lakeview Drive be metered for some revenue with the exception of parking for patrons of Dock 'C.'

Hold for more specific information for next year.

In the meantime, the following recommendation can go forward to Council:

Harbourfront South Parking Lot – 2010 Season

Recommendation:

That Council of the City of Kenora hereby support KAR in their request to

utilize the south parking lot on the Harbourfront from July to mid-October 2010 season to facilitate the erection of the large tent during that period under the following conditions:-

1. That there be no public parking under the large tent during the 2010 season
2. That parking spaces continue to be available at the south parking lot for the permanent users, Royal Bank and MS Kenora for the 2010 season
3. That during major special events on the Harbourfront, accommodation for permanent, Royal Bank and MS Kenora parking be provided in parking areas outside the south parking lot
4. That the tent will be removed from the south parking lot should the City determine it is not in the best interests to keep the tent erected during this period; and further

That Administration be directed to continue to examine long term parking options/strategies in the downtown area.

Recommendation approved.

Other Business

Recreation Study Consultants Report

Councillor Van Walleghem advised the Consultants Report on the Recreation Study will be forthcoming within the next 4 weeks or so and that a public meeting will be held prior to it going to Council.

Next Meeting

- **Monday, December 7, 2009.**

JMcMillin



Operations Standing Committee Minutes

2009 at 5:06 p.m.

A. Public Information Notices

N/A

B. Declaration of Pecuniary Interest

1) On Today's Agenda

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

C. Reports:

1. Human-Black Bear Conflict Management – Agreement

RECOMMENDATION:

That Council hereby authorizes the City of Kenora to enter into a Generic Municipal Response Agreement between the Corporation of the City of Kenora and Her Majesty the Queen in Right of Ontario as represented by the Minister of Natural Resources with respect to Human-Black Bear conflict management activities; and further

That Council give three readings to a by-law for this purpose.

Recommendation approved (resolution and by-law).

JMcMillin/
HKasprick

2. Municipal Sewer and Water Connections

RECOMMENDATION:

That Council give three readings to a by-law to amend By-law #168-2004, being a by-law to enact Rules and Regulations and to Establish charges for the Use, Operation and Maintenance of a System of Water Works and Sewage Works in the City of Kenora (addition to Item 5 Sewage Connections and Item 6 Water Connections).

Recommendation approved (resolution and by-law).

JMcMillin/
HKasprick

3. Snow plough Municipal Streets & Snow Removal Tenders

RECOMMENDATION:

THAT the following tenders for graders and loaders for snow ploughing of City roads and streets, taxes included, be received;

Grader	Hugh Munro Const.	\$187.43 / hr
Grader	Moncrief Const.	\$141.75 #1 Grader / hr
Grader	Pioneer Constr.	\$114.32 / hr
Grader	Moncrief Const.	\$110.25 #2 Grader /hr

Grader	Joe Neniska & Sons	\$105.00 / hr
Loader	Dunit Contracting	\$ 99.75 / hr
Loader	Ed's Landscaping	\$105.00 / hr; and

THAT the three lowest tenders for graders received from Pioneer Construction, in the amount of \$114.32 / hour, Moncrief Construction, in the amount of \$110.25 /hour and Joe Neniska & Sons, in the amount of \$105.00 / hour, all prices including tax, be hereby accepted; and

THAT the only two tenders received from Dunit Contracting, in the amount of \$99.75 / hour and Ed's Landscaping, in the amount of \$105.00 / hour for loader service, be hereby accepted; and

THAT the following tenders for 1 skid steer loader to perform snow removal services at the Kenora Parkade and Chipman Parking Lot, taxes included, be received;

Dunit Contracting	\$ 63.00 / hr
Debbie's Greenhouse	\$ 89.25 / hr;

and further

THAT the lowest tender from Dunit Contracting in the amount of \$63.00 / hour, taxes included, be hereby accepted.

Recommendation approved.

JMcMillin

Other Business

Next Meeting

- **Monday, December 7, 2009**

Motion – Adjourn to Closed Meeting:

1. Moved by C. Drinkwalter, Seconded by J. Parson & Carried:-

That this meeting be now declared closed at 5:12 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 matters:-

- i) **Personal Matter about an Identifiable Individual**
- ii) **Labour Relations Matter.**

At 5:45 p.m., Committee reconvened to Open Session advising of the following from Closed Session:

Personal Matter about an Identifiable Individual

i) Lakehead University Fellow Award

Recommendation:

That Council hereby nominates Don Parfitt for the Lakehead University "Fellow Award" and subject to Mr. Parfitt's acceptance, the City process the required Nomination Application for this purpose.

Recommendation approved.

JMcMillin

Labour Relations Matter

i) Tourism Development Officer

Recommendation:

That Council of the City of Kenora commit to funding the Tourism Development Officer position for 2010.

Recommendation approved.

JMcMillin

The meeting closed at 5:46 p.m.