



**City of Kenora**  
**Committee of the Whole Minutes**  
**Tuesday, December 7, 2010**  
**City Hall Council Chambers**  
**2:30 p.m.**

**Action**

**Present:**

- Mayor D. Canfield**
- Councillor C. Drinkwalter**
- Councillor R. Lunny**
- Councillor R. McKay**
- Councillor R. McMillan**
- Councillor L. Roussin**
- Councillor S. Smith**
- K. Brown, CAO**
- R. Perchuk, Operations Manager**
- W. Brinkman, Emergency Services Manager**
- T. Rickaby, Planning Administrator**
- J. Findlay, Economic Development Officer**
- B. Manson, Parks Supervisor**
- J. McMillin, City Clerk**

**A. Public information Notices**

**Mayor Canfield read the following:**

**As required under Notice By-law #144 -2007, public notice is hereby given of Council's intention to adopt the following at its December 13 meeting:-**

- An amendment to the Tariff of Fees & Charges By-law to authorize a fee increase to the day camp and professional development day rates for the Castle of Learning & Discovery Children's Centre to \$30.00 per day;
- A new Comprehensive Rules of Order and Procedure By-law for the Council of the City of Kenora (Procedural By-law);
- An amendment to the Five Year Capital Plan to reflect the purchase of two additional columbariums for the LOW Cemetery.

**B. Declaration of Pecuniary Interest & the General Nature Thereof**

**1) On Today's Agenda**

There was none declared.

**C. Confirmation of Previous Committee Minutes**  
**(to be added to the January COW Meeting Agenda)**

**D. Deputations (2:30 p.m.):-**

**Lake of the Woods & Rainy River Watershed Task Force**  
**(Kelli Saunders & Jim Chandler)**

Mayor Canfield introduced Kelli Saunders and Jim Chandler and provided their BIO's for the information of those in attendance. Ms Saunders thanked Council for the opportunity to attend, and provided a Power Point Presentation on the Task Force, explaining that they are attending today to introduce Council to the concept; who they are and what they are hoping to achieve. Ms Saunders covered the areas of responsibility for the IJC (International Joint Commission), together with its history, and what (and how) they are going to do, and provided an outline of their meeting schedule. If successful, it is the hope of the Task Force that there will be an improved water management governance structure for a synergistic approach to protect the LOW/RR resources; reinforcing the agency mandate to consider the watershed in its decisions; collaboration, longevity, partnership building consensus; avoiding duplication; and to fill existing gaps in governance. In closing Ms Saunders advised the City has been provided with and asked to complete their questionnaire, noting there is a tight timeline for them to respond. All information regarding the Task Force is on their website at ([www.ijc.org/conseil\\_board/rainy\\_river\\_watershed](http://www.ijc.org/conseil_board/rainy_river_watershed)) Mayor Canfield thanked them for their presentation and they left the meeting at 3:15 p.m.

**E. Reports:**

**Community & Protective Services**

**1. 911 CERB Services with O.P.P.**

**Recommendation:**

**That** Council renew the 9-1-1 CERB Service contract with the Ontario Provincial Police for the City of Kenora's residential population of 13,807 at a cost of \$7,745.73; and further

**That** this costing remain constant for the 2-year term of this CERB agreement.

**Recommendation approved** (resolution only). A by-law will be required once the contract has been received.

**JMcMillin**

**2. Endorsation of Alberton Resolution – EMO Field Officer**

**Recommendation:**

**That** Council of the City of Kenora endorse and support the Corporation of The Township of Alberton's Resolution No. 2010-210 requesting the Ontario Government replace the Amethyst Sector Field Officer after the position is vacated in January of 2011.

**Recommendation approved.**

**JMcMillin**

**3. Day Care Rate Increase**

**Recommendation:**

**That** the Council of the City of Kenora approves the fee increase to the day camp and professional development day rates for the Castle of Learning & Discovery Children's Centre to \$30.00 per day; and

**That** in accordance with Notice By-Law Number 144-2007, public notice is hereby given that Council intends to amend Schedule "B" to its Tariff of Fees & Charges By-Law Number 147-2007 for this purpose; and further

**That** this increase comes into force and takes effect January 1, 2011.

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

**JMcMillin  
HKasprick**

#### **4. Fire Dispatch M.O.U.**

**Recommendation:**

**That** Council of the City of Kenora gives three readings to a by-law to authorize the execution of an agreement between the Corporation of the City of Kenora, Kenora Central Ambulance Communications Centre and Her Majesty the Queen in the Right of the Province of Ontario for provision of a Fire Dispatch/Control System for a five year term, January 1, 2009 to December 31, 2013.

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

**JMcMillin  
HKasprick**

#### **5. Recreation Department Third Quarter 2010 Report**

**Recommendation:**

**That** Council of the City of Kenora hereby accepts the 2010 Third Quarter Report for the Recreation Services Department.

**Recommendation approved.**

**JMcMillin**

### **Corporate Services**

#### **1. Kallemeyn Award Nominations**

It was mentioned this is a relatively new Award, and the City has not submitted any nominations previously for this award, however if any Member would like to put a name forward, they are to contact the Clerk.

**File**

**JMcMillin**

#### **2. 2011 Meeting Schedule**

**Recommendation:**

**That** Council hereby approves the 2011 Schedule of Committee and Council Meetings as prepared in accordance with the Rules of Order and Procedure.

**Recommendation approved.**

**JMcMillin**

#### **3. 2011 ROMA/OGRA Conference Attendances**

**Recommendation:**

**That** authorization be hereby given for the following Members of Council to attend the 2011 Annual ROMA/OGRA Conference taking place February 27 to March 2, 2011, in Toronto, ON:-

Mayor Canfield  
Councillor Drinkwalter  
Councillor McKay  
Councillor Roussin; and further

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

**Recommendation approved.**

Mayor Canfield asked if pricing for flights could be compared between online and those at a travel agency when trying to secure a reasonably priced flight.

**4. Accessibility Post Election Report**

**Recommendation:**

**That** the Council of the City of Kenora hereby receives this legislatively required report prepared by the Clerk in accordance with The Municipal Elections Act regarding the recognition, removal and prevention of barriers identified during the 2010 municipal election process with respect to electors and candidates with disabilities; and further

**That** this report be made available to the public.

**Recommendation approved.**

**5. AMO Councillor Training**

**Recommendation:**

**That** authorization be hereby given for the following Members of Council to attend the 2011 Municipal Councillor Training taking place January 19 and 20, 2011, in Dryden, ON:-

Councillor Lunny  
Councillor McKay  
Councillor Roussin  
Councillor Smith; and

**That** the City Clerk be authorized to attend the January 20<sup>th</sup> Meeting Series session; and further

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

**Recommendation approved.**

**6. AMO Heads of Council Training**

**Recommendation:**

**That** all eligible expenses in accordance with Council's Travel & Per Diem Policy, be hereby authorized for Mayor Canfield's attendance at the A.M.O. Heads of Council training that took place November 25, 2010, in Thunder Bay.

**JMcMillin**

**HKasprick**

**JMcMillin**

**JMcMillin**

**Recommendation approved.**

**JMcMillin**

**7. Election Use of Corporate Resources Policy Update**

**Recommendation:**

**That** Council hereby approves a new "Use of Corporate Resources for Election Purposes Policy #CC-10-1" to address the matter of incumbents running in a municipal election to be authorized to participate in functions on municipal property, provided all nominated candidates are also so invited; and further

**That** Council give three readings to a by-law to amend the City Policy Manual for this purpose.

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

**JMcMillin**

**8. OGRA – Call for Nominations** (No previous nominations)

**Recommendation:**

**That** the Council of the City of Kenora hereby nominates Councillor \_\_\_\_\_ for the vacant Northern Zone seat on the Ontario Good Roads Association; and further

**That** the applicable Per Diem in accordance with Council's Travel & Per Diem Policy be hereby authorized.

**Committee recommended that one Nomination go forward to OGRA (either Councillor Roussin or Councillor McKay, and they are to confirm with the Clerk whose name will be added to the motion for the December 13 Council meeting).**

**JMcMillin**

**Councillors  
McKay and  
Roussin**

**9. Revised Procedural By-law**

**Recommendation:**

**That** Council hereby establishes a revised Standing Committee portfolio with respect to the names and mandates of the Standing Committees within the Committee of the Whole structure; and further

**That** public notice is hereby given that Council intends to give three readings to a by-law to establish Rules of Order and Procedure for the Council of the City of Kenora to reflect the portfolio changes in the Procedural By-law.

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

**JMcMillin**

**10. Various Committee Minutes**

**Recommendation:**

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

- August 17, 2010 – Planning Advisory Committee
- September 16, 2010 – Planning Advisory Committee

- October 7, 2010 – Harbourtown Centre Committee
- October 19, 2010 – Planning Advisory Committee
- October 26, 2010 – Lake of the Woods Museum Board
- October 28, 2010 – Audit Committee
- November 4, 2010 – Harbourtown Centre Committee
- November 30, 2010 – Lake of the Woods Museum Board; and

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

- August 27, 2010 – Northwestern Health Unit Board of Health
- September 21, 2010 – Harbourtown BIZ
- September 22, 2010 – Kenora Police Services Board
- September 24, 2010 – District of Kenora Home for the Aged
- October 22, 2010 – District of Kenora Home for the Aged
- November 12, 2010 – Lake of the Woods Development Commission; and further

**That** these Minutes be circulated and ordered filed.

**Recommendation approved.**

**JMcMillin**

**Corporate Services - Other Business:**

**Disbandment of Committees By-law (Housekeeping)**

Councillor McMillan advised that a by-law will be presented for three readings on December 13, as per the resolution adopted at the December 6 Inaugural Meeting for the disbandment of four Committees.

**JMcMillin**

**Appointments to Landfill Liaison Committee (Housekeeping)**

Councillor McMillan indicated that both he and Councillor McKay are to be Members on the Landfill Liaison Committee and no alternate, therefore the previous resolution from December 6 will have to be rescinded on December 13 to reflect same.

**Recommendation:**

**That** the following Members be appointed to the Landfill Liaison Committee with a term to expire November 30, 2012:-

- Councillor Rod McKay
- Councillor Rory McMillan
- Mike Mostow, City Staff Resource
- Marco Vogrig, City Staff Resource
- Ray Boivin, MOE Rep.
- Kevin Keith, MNR Rep.
- Val Macins (Non-voting), WHACKO Rep.; and further

**That** Resolution #29 dated December 6, 2010 be and is hereby rescinded.

**Recommendation approved.**

**JMcMillin**

## Economic Development

### 1. Special Events

#### Recommendation:

**That** Council receives the November 12, 2010 Special Events Ad Hoc Committee Recommendation Report; and further

**That** Council receives the Lake of the Woods Development Commission 2011 Special Events Business Plan.

**Recommendation approved.**

**JMcMillin**

### Economic Development Other Business:

#### Funding Agreement – Tourism & Culture

#### Recommendation:

**That** Council give three readings to a by-law to authorize the execution of an agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Tourism and Culture and the City of Kenora for the purpose of executing an agreement; and further

**That** the Mayor and Clerk be and are hereby authorized to execute the agreement on behalf of the City.

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

**JMcMillin  
HKasprick**

## Finance

### 1. Addendum to Gateway Rehabilitation Project

#### Recommendation:

**That** Council give three readings to a by-law to amend By-law Number 129-2009 being a by-law to authorize the execution of an agreement between Her Majesty the Queen in Right of Ontario as represented by the Minister of Energy and Infrastructure and the Minister of Agriculture, Food and Rural Affairs and the City of Kenora for the purpose of executing an addendum to the agreement.

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

**JMcMillin**

### 2. Section 357-Cancellation and Refund of Taxes

#### Recommendation:

**That** the Section 357 tax adjustments totaling \$15,342.61, (plus applicable penalty adjustment), with potential refunds of \$3,079.95, be approved.

**Recommendation approved.**

**JMcMillin**

(The above recommendation will go forward to Council with a slight increase to the amounts of \$70.18 to reflect an additional application).

### **3. Financial Statements**

#### **Recommendation:**

**That** Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at October 31, 2010.

#### **Amended Recommendation (to include two reports):**

**That** Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at September 30, 2010 and October 31, 2010.

**Recommendation approved as amended.**

**JMcMillin**

## **Operations Committee**

### **1. 2011 Hourly Equipment/Truck Tender**

#### **Recommendation:**

**That** the ranking lists set out in R. Perchuk's November 30, 2010 report be hereby accepted and adopted for purposes of hiring non-owned equipment and trucks for the City of Kenora during the period January 1 to December 31, 2011.

**JMcMillin**

**Recommendation approved.**

### **2. Cemetery Rules Regulations Revisions**

#### **Recommendation:**

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

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

**Therefore Be It Resolved 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** By-Law Number 33-2009 is hereby repealed; and further

**Be It Resolved That** Council adopts the applicable by-law for these purposes, and such by-laws will come into force and be in effect upon approval of the Ministry of Small Business & Consumer Services.

**JMcMillin**

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



### **3. Columbarium Inscription Tender**

#### **Recommendation:**

**That** the following quotations, for on-site lettering of the Columbarium niches located at the Lake of the Woods Cemetery for 2011, 2012 & 2013, (plus applicable tax), be received:

M.C. Delandes Monuments & Memorials

First Inscription fee - \$300.00 per niche

2<sup>nd</sup> & supplement inscription fee - \$100.00 per niche

Quinn & Simpson Co. Ltd.

First inscription fee - \$349.00 per niche

2<sup>nd</sup> & supplement inscription fee - \$ 75.00 per niche ; and further

**That** the quotation received from M.C. Delandes in the amount of \$300.00 for the primary inscription and \$100.00 for the 2<sup>nd</sup> & supplement inscriptions (plus applicable tax) be hereby accepted.

**Recommendation approved.**

### **4. 2011 Columbarium Purchase**

#### **Recommendation:**

**That** Council accepted the lowest bid submitted by KMI Columbaria Inc. for the purchase of a new 98 niche-columbarium for the Lake of the Woods Cemetery as approved under the 2010 Capital Budget; and

**That** the Five Year Capital Plan has included \$80,000.00 towards the purchase of a new columbarium in 2014; and

**That** KMI Columbaria Inc. has offered the City the 2010 price of \$30,625.00 each, including HST and shipping charges, for the purchase of two new columbariums, crane operation to unload at site is extra; and

**That** Council hereby authorizes an additional budget request in the amount of \$66,000.00 to be approved under the 2011 Capital Budget for the purchase of two additional columbariums for the Lake of the Woods Cemetery; and further

~~**That** in accordance with Notice By law Number 144-2007, public notice is hereby given that Council intends to amend its Five Year Capital Plan at its December 13, 2010 meeting.~~

#### **Amended Recommendation:**

**That** Council accepted the lowest bid submitted by KMI Columbaria Inc. for the purchase of a new 98 niche-columbarium for the Lake of the Woods Cemetery as approved under the 2010 Capital Budget; and

**JMcMillin**

**That** the Five Year Capital Plan has included \$80,000.00 towards the purchase of a new columbarium in 2014; and

**That** KMI Columbaria Inc. has offered the City the 2010 price of \$30,625.00 each, including HST and shipping charges, for the purchase of two new columbariums, crane operation to unload at site is extra; and

**That** Council hereby authorizes an additional budget request in the amount of \$66,000.00 to be approved under the 2011 Capital Budget for the purchase of two additional columbariums for the Lake of the Woods Cemetery; and further

**That** staff be directed to include this item in the 2011 Capital Budget.

**JMcMillin**

**Recommendation approved as amended.**

**5. Downtown Core `10 Seasonal Labourer Inspection Report**

**Recommendation:**

**That** Council of the City of Kenora approve the hiring of one (1) Park's Seasonal Labourer for the Downtown Core (for 26 weeks) from April – October, 2011; and further

**That** this position is conditional upon Council approval of the 2011 City Operational Budget.

**JMcMillin**

**Recommendation approved.**

**6. Festival Site 2011 Report**

**Recommendation:**

**That** Council direct the City Engineer to tender for the audience cover for the permanent events venue, for design, fabrication and installation in 2011; and further

**That** Council directs the Municipal Treasurer to develop the appropriate financing plan for the design, fabrication and installation of the audience cover.

**JMcMillin**

**Recommendation approved.**

Rick Perchuk indicated he would provide financial information on the project, including expected operating and maintenance costs. It was discussed there are no opportunities for FEDNOR or other government funding, and that it is estimated the tent would be completed and ready by the end of June. After a lengthy discussion on this matter, Committee concurred the project must proceed.

**RPerchuk**

**7. Graffiti Set Fines**

**Recommendation:**

**That** Council reduces the set fine schedule for both offences (Placement of Graffiti & Possession of any graffiti implement) from \$1,000.00 to \$200.00.

**Recommendation approved** (resolution only).

**JMcMillin**

### **8. New Horizons Lease**

**Recommendation:**

**That** the Council of the City of Kenora hereby approves the lease renewal with the Kenora District New Horizons Centre at the Kenora Recreation Centre; and further

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

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

**JMcMillin  
HKasprick**

## **Property & Planning**

### **1. Amendment to Designation By-law – Fire Hall**

**Recommendation:**

**That** authorization is hereby given for the Council of the City of Kenora, Heritage Kenora, and the Emergency Services Manager to meet and discuss amending By-law Number 160-2008 to allow for the removal of the bell and the alarm box and bell from the designation by-law.

**Recommendation approved** (resolution only).

**JMcMillin**

### **2. Assumption of Portion of Old Government Road**

**Recommendation:**

**That** the Council of the City of Kenora hereby assumes lands described as Parcel 3839, Part of Lot 3, Concession 6, Jaffray, being Old Government Road, Plan M456, now City of Kenora, in the District of Kenora, described as follows: Parcel 3839, part of Lot 3, Con 6, Jaffray as in LT8014, except LT8764; LT17494, LT33798 & SRO in LT54269; Kenora; and further

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

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

**JMcMillin**

### **3. Planning Advisory Committee (PAC) Terms of Reference**

**Recommendation:**

**That** the Council of the City of Kenora gives three readings to a by-law to approve the Terms of Reference for the City of Kenora Planning Advisory Committee; and further

**That** By-law Number 86-2007 be hereby repealed.

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

**JMcMillin**

**Other Business:**

N/A

**Items on Hold:**

(O/S items from previous meetings will be added to January COW Agenda).

**Next Meetings:**

- Monday, January 10, 2011 – Committee of the Whole
- Tuesday, January 11, 2011 - Property & Planning Committee

**Motion – Adjourn to Closed Meeting**

**1. Moved by R. Lunny, Seconded by C. Drinkwalter and Carried:**

**That** this meeting be now declared closed at 5:25 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 matter:-

- i) **Personal Matter about Identifiable Individuals**
- ii) **Disposition of Land Matter**

**Reconvene to Open Meeting**

**2. Moved by R. Lunny, Seconded by S. Smith and Carried:-**

**That** Committee hereby reconvenes to Open Session at 6:53 p.m. with the following from its Closed Meeting:

**Personal Matter about Identifiable Individuals**

- Committee directs the CAO to negotiate a four (4) month contract with the Kenora Assembly of Resources for Special Events;
- Approval of the 2010 Budget By-law Staff Complement to be extended to 2011, pending approval of the 2011 Operating Budget;
- That Jack Martins be nominated for the Lakehead Fellow Award.

**KBrown**

**RPerchuk**

**Disposition of Land Matter**

- Committee directs the Economic Development Officer to negotiate a conditional Offer to Purchase agreement on city-owned lands.

**JFindlay**

**Recommendations approved.**

**JMcMillin**

**That** this meeting be now declared closed at 6:55 p.m.