



# City of Kenora Standing Committees Meeting Agenda

**Emergency Services**  
**Finance & Administration**  
**Community Services**  
**Operations**  
**Monday, February 8, 2010**

**3:30 p.m. to 6:30 p.m.**  
**City Hall Council Chambers**

## Emergency Services Committee Agenda

Councillor C. Drinkwalter – Chair  
Councillor J. Parson – Vice-Chair  
Councillor C. Van Wallegghem – Member

### 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

### C. Confirmation of Previous Standing Committee Minutes

THAT the Minutes of the last meetings of the Regular Standing Committee meetings held Monday, January 11, 2010 be confirmed as written and filed.

### D. Standing Committee Deputations (3:30 p.m.):-

- i) **Tim Fullmer** – Limousine Rates
- ii) **Mark Barnabe** – Property adjacent to new Fire & Emergency Services Facility

### E. Reports:

**Councillor C. Drinkwalter, Chair**

Item	Subject	Disposition
------	---------	-------------

**1. MNR Kenora – Municipal Fire Agreement** .....

**Recommendation:**

**That** Council of the City of Kenora give three readings to a by-law to authorize the entering into of a further Municipal Forest Fire Management Agreement with the Ministry of Natural Resources for the period between 1 April 2010 through to 31 March 2013, and further

**That** Council for the City of Kenora repeals By-Law #37-2007.

**2. Kenora Safe Grad** .....

**Recommendation:**

**That** Council of the City of Kenora supports the work of the Kenora Safe Grad Committee towards an all-inclusive, drug/alcohol free, safe celebration of graduation from high school; and further

**That** a grant in the amount for \$3,000.00 be authorized for the use of the Kenora Recreation Centre for this purpose.

**3. Deputation – Mark Barnabe** .....

**Other Business:**

**Next Meeting:**

- **Monday, March 8, 2010.**



# Finance & Administration Committee Agenda

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

## 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 February 16 meeting:-

- An amendment to its 2009 Municipal Operating and Municipal Five Year Capital Plan to transfer \$11,431 from the fencing for the Public Works Yard project to the Outdoor Storage Building project;
- Adoption of a by-law establishing Council remuneration in accordance with the requirements within The Municipal Act, 2001;
- An amendment to its 2009 Municipal Operating and Municipal Five Year Capital Plan to increase the budget allocation to the Kenora Public Library from \$508,241 to \$513,515.

## 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. Reports:

**Councillor R. McMillan, Chair**

Item	Subject	Disposition
1.	<b>Attendance at Annual NOMA Conference – Marathon, ON</b>	.....
	<b>Recommendation:</b>	
	<b>That</b> authorization be hereby given for Councillor _____ to attend the 2010 Annual Conference of the Northwestern Ontario Municipal Association taking place April 21 to 24, in Marathon, ON; and further	
	<b>That</b> all eligible expenses in accordance with Council’s Travel & Per Diem Policy be hereby authorized.	
2.	<b>Baseball League Support – LOW Community Foundation</b>	.....
	<b>Recommendation:</b>	
	<b>That</b> Council adopt a resolution supporting the Kenora Baseball League’s request to name the City of Kenora as a sponsor in their application for funds from the Kenora and Lake of the Woods Regional Community Foundation for equipment purchases.	

**3. Budget Amendments Approved by Manager** .....

**Recommendation:**

**That** Council hereby approves amending its 2009 capital budget to transfer \$11,431 from the fencing for the Public Works Yard project to the Outdoor Storage Building project, both projects belonging within the Operations Facility department; and

**That** in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2009 Municipal Operating and Municipal Five Year Capital Plan by by-law at its February 16<sup>th</sup> meeting; and further

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

**4. Council Remuneration By-law** .....

**Recommendation:**

**Whereas** the Council of the City of Kenora’s Remuneration By-law makes reference that one-third of its remuneration shall be deemed as an expense allowance in accordance with Section 283 (5) of The Municipal Act 2001; and

**Whereas** Section 283 (7) of The Municipal Act 2001 requires that a council shall review a by-law under subsection (5) at a public meeting at least once during the four-year period corresponding to the term of office of its members; and

**Whereas** Council has reviewed the annual remuneration and per diems as set out in By-law #60-2005 in conjunction with the 2010 budget process and has determined that no change shall be made to the amounts as set out in that by-law for the remainder of the term of the current Council;

**Now Therefore Be It Resolved That** in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to pass a By-law establishing Council remuneration at its February 16<sup>th</sup> meeting in accordance with the requirements within The Municipal Act, 2001; and

**That** the Council of the City of Kenora hereby declares that one-third of the remuneration paid to elected Members of Council of the City of Kenora shall continue as expenses incident to the discharge of their duties as Members of Council; and further

**That** the appropriate By-law be passed for this purpose.

**5. Financial Statements – December Report** .....

**Recommendation:**

**That** Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at December 31, 2009.

**6. Amendment to Labour Adjustment Committee Agreement** .....

**Recommendation:**

**That** Council give three readings to a by-law to authorize the execution of a Funding Agreement extension (#4) for an Adjustment Committee between Her Majesty the Queen in Right of Ontario as represented by the Minister of Training, Colleges and Universities Affairs and the Corporation of the City of Kenora.

**7. Kenora Aeriales Support – LOW Community Foundation** .....

**Recommendation:**

**That** Council adopt a resolution supporting the Kenora Aeriales’ request to name the City of Kenora as a sponsor in their application for funds from the Kenora and Lake of the Woods Regional Community Foundation in the amount of \$5,350.00 for gymnastics bars plus shipping (\$4500) as well as the cost of sending 2 coaches for training (\$500) plus accommodations, transportation, etc. (\$350).

**8. Proclamation – Kinsmen Week** .....

**Recommendation:**

**That** the Mayor be and is hereby authorized to proclaim Saturday, February 20, 2010 as “Kinsmen and Kinettes Day”, and the week of February 14 to 20, 2010 as “Kinsmen and Kinettes Week – A Celebration of Kinsmen and Kinettes in Canada”, in and for the City of Kenora.

**9. Library Budget Amendment** .....

**Recommendation:**

**That** Council hereby approves increase its 2009 budget allocation to the Kenora Public Library from \$508,241 to \$513,515; and

**That** in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2009 Municipal Operating and Municipal Five Year Capital Plan by by-law at its February 16<sup>th</sup> meeting; and further

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

**10. Procurement Policy By-law** .....

**Recommendation:**

**That** Council hereby authorizes an amended City Procurement By-law – Policy #FI-01-01; and

**That** the appropriate By-law be approved for this purpose.

**11. Various Committee Minutes** .....

**Recommendation:**

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

- November 17, 2009 – Planning Advisory Committee
- January 19, 2010 – Leisure Services Committee
- January 20, 2010 – Audit Committee
- January 21, 2010 – Kenora Animal Welfare Advisory Committee

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

- November 27, 2009 – Northwestern Health Unit Board of Health
- December 3, 2009 – Kenora District Services Board
- December 18, 2009 & January 13, 2010 – Kenora Police Services Board
- January 6, 2010 – Kenora Public Library Board
- January 13, 2010 – Accessibility Advisory Committee
- January 14 & January 21, 2010 – Conventional Transit Authority
- January 26, 2010 – Lake of the Woods Museum Board; and further

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

- 12. Community Policing Committee (Councillor Cuthbert) .....**
- 13. Committee Memberships (Councillor McCann) .....**
- 14. Reminder of 2 public zoning meetings – February 16/2010  
3:45 p.m. – DeGagne Bros. & 4:30 p.m. - Vanasse**
- 15. Deputation – Tim Fullmer – Limousine Rates .....**

**Other Business:**

**Items on Hold:**

- Political Contributions Policy/Council Travel Policy
- Day of the Honey Bee declaration
- NWHU Governance Matters
- M.O.U. - Lake of the Woods Development Commission

**Next Meeting:**

- Monday, March 8, 2010.



# Community Services Committee Agenda

Councillor C. Van Walleghem – Chair  
 Councillor C. Drinkwater – Vice-Chair  
 Councillor R. McMillan – Member

**A. Public Information Notices as per By-law Number 144 -2007**  
**As required under Notice By-law #144 -2007, the public is advised of Council's intention to adopt the following at its February 16 meeting:-**

- *An amendment to Schedule "B" to Tariff of Fees and Charges By-Law #147-2007 to incorporate Vendor Permit rates.*

**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. Reports:**

**Councillor C. Van Walleghem, Chair**

<b>Item</b>	<b>Subject</b>	<b>Disposition</b>
-------------	----------------	--------------------

**1. Annual Larry Bowen Ham 'N Egger Special Occasions Permit .....**

**Recommendation:**

**That** approval be hereby granted for the Alcohol & Gaming Commission of Ontario to issue a Special Occasions Permit to the 16<sup>th</sup> Annual Larry Bowen Ham N' Egger Classic Hockey Tournament taking place at the Keewatin Memorial Arena Community Hall, in accordance with the Municipal Alcohol Policy and Liquor Control Regulations, as follows:-

Friday, March 19, 2010 - between the hours of 6:00 p.m. and 1:00 a.m.

Saturday, March 20, 2010 - between the hours of 11:00 a.m. and 1:00 a.m.

Sunday, March 21, 2010 -between the hours of 12:00 p.m. and 11:00 p.m.; and further

**That** Council hereby recognizes and dedicates this event as a "Community Festival" in and for the City of Kenora.

**2. Minimum Wage Increase: Desk/Rink Attendants & Concession .....**

**Recommendation:**

**That** Council of the City of Kenora authorizes the increase and implementation of the wage step level plan for the minimum wage staff in Recreation department, as outlined:

Concession	Step 1 - Start	Step 2 - Experience
Student -17 yrs & under	\$9.60 (Ont. min. wage)	\$10.00
Adult -18 yrs & over	\$10.25(Ont. min. wage)	\$10.65

<b>Rink Attendants</b>	<b>Step 1 - Start</b>	<b>Step 2 - Experience</b>
Students- 17 yrs & under	\$9.60(Ont. min. wage)	\$10.00
Students – 18 yrs & over	\$10.25(Ont. min. wage)	\$10.65

<b>Desk Attendants</b>	<b>Step 1 - Start</b>	<b>Step 2 - Experience</b>
Students - 17 yrs & under	\$9.60 (Ont. min. wage)	\$10.00
Students – 18 yrs & over	\$10.25(Ont. min. wage)	\$10.65

**And further 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.

- 3. **Recreation Centre Post Amalgamation Financial Information** .....
- 4. **Recreation Department Quarterly Report (2009) Year End** .....
- 5. **Student Lifeguard and Lesson Instructor Wages** .....

**Recommendation:**

**That** Council of the City of Kenora authorizes the increase and implementation of the wage step level plan for the student aquatic staff in Recreation department, as outlined below:

<b>Description</b>	<b>Effective March 31, 2010</b>		
	<b>Start Rate</b>	<b>Step 1</b> (After 1 year of service & acceptable performance)	<b>Step 2</b> (After 2 years of service & acceptable performance)
<b>Pool Attendant</b>	minimum wage	minimum wage	minimum wage
<b>In-service and/or Meeting</b>	minimum wage	minimum wage	minimum wage
<b>Assistant Instructor</b>	10.25	10.65	11.05
<b>Assistant Guard</b>	10.25	10.65	11.05
<b>Lifeguard</b>	10.75	11.15	11.55
<b>Instructor</b>	10.75	11.15	11.55
<b>Lifeguard &amp; Instructor</b>	11.50	11.90	12.30

**And further that** the change take effect March 31, 2010.

- 6. **Vendor Permit Rates** .....

**Recommendation:**

**That** Council hereby approves the daily and event rates outlined in the January 22, 2010 report of Colleen Neil, Recreation Services Manager, effective February 16, 2010; and



**That** in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend the Tariff of Fees and Charges By-Law #147-2007 at its February 16, 2010 meeting to give effect to these rates; and further

**That** Council give three readings to a by-law to amend Schedule "B" to Tariff of Fees and Charges By-Law Number 147-2007 to include the Vendor Permit rates.

**Other Business:**

**Next Meeting:**

- **Monday, March 8, 2010.**



# Operations Standing Committee Agenda

Councillor D. McCann – Chair  
Councillor W. Cuthbert – Vice-Chair  
Councillor J. Parson – Member

## 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:

Councillor D. McCann - Chair

Item	Subject	Disposition
------	---------	-------------

1.	<b>Downtown Long Term Parking</b>	.....
----	-----------------------------------	-------

**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** the Lakeview Drive Parking Lot be expanded to accommodate eight (8) additional parking spaces and the Lakeview Drive Parking Lot be leased out and that the No Parking – Tow Away Zone designation along the south side of Lakeview Drive be changed to permit parking for a maximum of 3 hours.

2.	<b>Drinking Water Inspection - MOE</b>	.....
----	--	-------

**Information Only Report**

3.	<b>Downtown Revitalization Phase 2 – KGS Contract</b>	.....
----	---	-------

**Recommendation:**

**Whereas** the Council of the Corporation of the City of Kenora accepted the proposal of KGS Group to provide final design and contract administration services for the first part of the Downtown Revitalization Phase 2 Project;

**Now Therefore** the Council of The Corporation of the City of Kenora enacts as follows:

1. That the Mayor and Clerk of The Corporation of the City of Kenora are hereby authorized to execute an Agreement between The Corporation of the City of Kenora and KGS Group, in accordance with the terms and conditions therein and affix the Seal of the Corporation thereto.
2. That this by-law shall come into force and be in effect from and after the final passing thereof.

#### **4. Graffiti By-law** .....

##### **Recommendation:**

**That** Council authorize the passing of a by-law to control graffiti within the City of Kenora; and

**That** following the adoption of by-law arrangements be made to forward the by-law and set fine schedule to the City Solicitor for processing; and further

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

#### **5. Transit bus Acquisition** .....

##### **Recommendation:**

**That** Council of the City of Kenora hereby authorize a Governance Agreement for the Joint Procurement of one conventional transit bus and one specialized transit bus on an exclusive basis pursuant to a process and on terms and conditions set out in the RFP with Metrolinx; and

**That** Mike Mostow, Fleet Manager be authorized to perform any action and provide any required recommendations, instructions and approvals to complete the Procurement within the scope of this Agreement and Rick Perchuk be appointed as Alternate to perform the above in the absence of the Fleet Manager; and

**That** the appointed members be authorized to exercise Council's rights of early termination in accordance with Section 37 (Termination without cause by a Purchaser) of the Agreement; and further

**That** the Mayor and City Clerk be authorized to sign the attached Schedules E, F, G and I of this Agreement.

#### **Other Business**

##### **Next Meeting**

- **Monday, March 8, 2010.**

---

#### **Motion – Adjourn to Closed Meeting:**

**That** this meeting be now declared closed at \_\_\_ 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**

**Reconvene to Open Meeting with Report(s), if applicable.**

**Close Meeting.**