



**M i n u t e s**  
**Of the**  
**Emergency Services**  
**Finance & Administration**  
**Community Services**  
**Operations**  
**Committees of Council**  
**Monday, February 8, 2010**  
**3:30 p.m.**  
**City Council Chambers**

**Action**

**PRESENT:** Mayor Compton  
Councillor W. Cuthbert  
Councillor C. Drinkwalter  
Councillor D. McCann  
Councillor R. McMillan  
Councillor J. Parson  
Councillor C. Van Wallegghem  
B. Preisenzanz, CAO  
K. Brown, Finance & Administration Manager  
R. Perchuk, Operations Manager  
J. McMillin, City Clerk

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**Emergency Services Committee Minutes**

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  
There were none declared.

**C. Confirmation of Previous Standing Committee Minutes**  
**Moved by D. McCann, Seconded by C. Van Wallegghem & Carried:-**  
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:-**

### **i) Timothy Fullmer** Limousine Rates

As the owner of Blue Taxi Limousine Service, Mr. Fullmer respectfully requests Council to amend the by-law for limousine rates to \$75 per hour. Mr. Fullmer has researched rates with four other limo companies in Winnipeg, Thunder Bay and Fort Frances to find out that \$75 per hour is not out of line.

As a new business operator in the City he is finding it difficult to advance his position due to the high cost of insurance, currently \$9,000 per year, as well as advertising costs. Mr. Fullmer thanked Committee in advance for consideration of his request, and he advised he will forward his request in writing to the Clerk's Office.

### **ii) Mark Barnabe**

Property adjacent to new Fire & Emergency Services Facility

Mr. Barnabe advised he lives at 424 Mellick Avenue and his property is adjacent to the north border of where the new Fire & Emergency Services facility is being constructed. He is quite concerned about how site drainage and lack of a storm water management plan. Mr. Barnabe is advocating for action to be taken before the spring melt to prevent any excess water from draining onto his property.

Mr. Barnabe provided the Clerk with a copy of his Deputation including a summary of actions he has taken to-date. He further requested a copy of the site plans as they relate to storm water/grade of the parking lot.

Councillor Drinkwater thanked Mr. Barnabe for his Deputation and advised him Administration will get in touch with him regarding his concerns.

## **E. Reports:**

### **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.

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

### **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.

**JMcMillin/  
HKasprick**

**Recommendation approved.**

**3. Deputation – Mark Barnabe**

Administration will look into this matter.

**Other Business:**

N/A

**Next Meeting:**

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

**JMcMillin**

**WBrinkman**



## Finance & Administration Committee Minutes

February 8, 2010 at 3:48 p.m.

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

There were none declared.

### C. Reports:

#### 1. Attendance at Annual NOMA Conference – Marathon, ON

##### Recommendation:

**That** authorization be hereby given for Councillors Parson and Van Wallegghem to attend the 2010 Annual Conference of the Northwestern Ontario Municipal Association taking place April 21 to 24, in Marathon, ON; and further

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

**Recommendation approved.**

JMcMillin

The Councillors will only attend if they do not have to share rooms. The Clerk will check on the availability of rooms in Marathon.

**JMcMillin**

## **2. Baseball League Support – LOW Community Foundation**

### **Recommendation:**

**That** 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.

**Recommendation approved.**

**JMcMillin**

## **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.

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

**JMcMillin/  
HKasprick**

## **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.

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

**JMcMillin/  
HKasprick**

**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.

**Recommendation approved.**

**JMcMillin**

**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.

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

**JMcMillin/  
HKasprick**

**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).

**Recommendation approved.**

**JMcMillin**

**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.

**Recommendation approved.**

**JMcMillin**

**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.

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

**JMcMillin/  
HKasprick**

**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.

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

**JMcMillin/  
HKasprick**

**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 13, 2010 – Accessibility Advisory Committee
- January 14 & January 21, 2010 – Conventional Transit Authority
- January 19, 2010 – Leisure Services Committee
- January 20, 2010 – Audit Committee
- January 21, 2010 – Kenora Animal Welfare Advisory Committee
- January 26, 2010 – Lake of the Woods Museum Board; and

**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; and further

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

**Recommendation approved.**

**JMcMillin**

Mayor Compton asked Councillor McMillan if there will be Minutes coming forward from the Community Auditorium Conference Centre Committee, and he indicated he will check on the status of Minutes to provide to the City.

**Councillor  
McMillan**

## **12. Community Policing Committee**

Councillor Cuthbert asked if we would like to go the route of this type of Committee with a set of Terms of Reference and one that would work closely with the City as in done in many other communities. It was explained that the previous Committees were established under the Police Services Act and the new Committee would be created in accordance with the Municipal Act and would have a Terms of Reference setting out the membership, and this would be reviewed by this Committee. The Clerk noted this Committee would have to follow the Open and Closed meeting rules regulated by the Municipal Act.

Bill advised he will prepare a report on this item for the March meeting.

**BPreisenz**

**Hold.**

## **13. Committee Memberships**

Councillor McCann advised he has been reviewing the current policy and in terms of qualifications it should be more in line with the Municipal Elections Act. The Clerk advised the policy does reflect those qualifications of an 'elector' and that there is a discretionary section in the policy to appoint persons from outlying areas as Council deems necessary. Committee discussed that those persons could be included as resource/non-voting members only in situations where Council appoints from unincorporated areas. It was mentioned there may be situations where it is particularly important to have members on certain Committees for such issues as the landfill site; policing, etc.

The Clerk will revise the Policy as suggested and prepare a report for the March meeting.

**JMcMillin**

**Hold.**

## **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**

A report will be prepared for the March meeting.

**HKasprick**

**Hold.**

### **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 Minutes

February 8, 2010 at 4:11 p.m.

Councillor C. Van Wallegghem – Chair  
Councillor C. Drinkwalter – 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  
There were none declared.

### C. Reports:

#### 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.

**Recommendation approved.**

**JMcMillin**

**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, effective March, 31, 2010, as outlined:

<b>Concession</b>	<b>Step 1 - Start</b>	<b>Step 2 - Experience</b>
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.

**Recommendation approved.**

**JMcMillin**

**3. Recreation Centre Post Amalgamation Financial Information Recommendation:**

**That** Council of the City of Kenora hereby receives the Kenora Recreation Centre Post Amalgamation Financial Report.

**Recommendation approved.**

**JMcMillin**

**4. Recreation Department Quarterly Report (2009) Year End Recommendation:**

That Council of the City of Kenora hereby receives the Kenora Recreation Centre Department (Quarterly) Year-end report for 2009.

**Recommendation approved.**

**JMcMillin**

It was asked how many members between the age of 55 and 60 years old pay the full membership rate? It was asked how much revenue would be lost and how much membership would be gained if the senior rate was lowered from 60 to 55. It was noted the Leisure Services Committee did not support this suggestion in the past, however Councillor Van Wallegghem advised he will follow up and provide further information on this item.

**Councillor VanWallegghem**

**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:

Description	Effective March 31, 2010		
	Start Rate	Step 1 (After 1 year of service & acceptable performance)	Step 2 (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** these changes take effect March 31, 2010.

**Recommendation approved.**

**JMcMillin**

**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.

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

**JMcMillin/  
HKasprick**

**Other Business:**

**Support Family Day Holiday at Recreation Centre**

Councillor Van Wallegghem requested the public to support the Recreation Centre as it will be open (reduced hours) on Monday, February 15, for the Family Day Statutory Holiday.

**Olympic Torch Display**

Councillor Van Wallegghem also noted the Committee is working on establishing a display area for the Olympic Torch.

**Next Meeting:**

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



# Operations Standing Committee Minutes

February 8, 2010 at 4:18 p.m.

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 McCann advised there will be an additional item added to the Closed Meeting agenda pertaining to "**Security of Municipal Property**" and this will be reflected on the motion to be adopted at the close of this meeting.

### 1. Downtown Long Term Parking

#### 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.

*Rick reviewed his report with Committee, specifically with respect to the suggested three hour parking along the greenbelt area on the south-side of Lakeview Drive. The Committee discussed this would block the view of the lake by allowing parking, and should not be implemented on an interim or temporary basis. It was noted there would likely be further problems with the parking being abused at this location.*

*It was asked if the Parkade is full and if not, persons could be directed to park there; Karen advised she will check on the availability of parking at the Parkade.*

**KBrown**

*Committee agreed that the eight (8) additional parking stalls in the Lakeview Drive parking lot is warranted and will assist us in meeting our contract obligations from the south Harbourfront parking lot, and that the lot be leased out. However, parking on the south-side of Lakeview Drive was not supported and Rick was directed to prepare an amended report for this purpose and circulate it to Council prior to next Tuesday's meeting.*

**RPerchuk**

**Amended recommendation to be introduced at meeting.**

**JMcMillin**

**2. Drinking Water Inspection - MOE  
Information Only Report**

**File**

**3. Downtown Revitalization Phase 2 – KGS Contract  
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.

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

**JMcMillin/  
HKasprick**

**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.

*Committee questioned how this by-law will be policed and enforced as graffiti is fairly 'subjective.' Rick and Bill will contact the City Solicitor so he can provide further input prior to next week's Council's meeting as to how this might be policed and enforced.*

**BPreisenz/  
RPerchuk**

**JMcMillin**

**This item is to be introduced at the Council meeting on Tuesday.**

## **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 Schedules E, F, G and I of the Agreement.

**Recommendation approved** (resolution and two by-laws).

### **Other Business**

**N/A**

### **Next Meeting**

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

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

**1. Moved by D. McCann, Seconded by C. Drinkwalter & Carried:-**

**That** this meeting be now declared closed at 4:45 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:-

- Personal Matter about Identifiable Individuals**
- Security of Municipal Property.**

**Committee reconvened at 5:40 p.m. with no report.**

The meeting closed at 5:40 p.m.

**JMcMillin/  
HKasprick**