



**M i n u t e s**  
of the  
**Emergency Services**  
**Finance & Administration**  
**Community Services**  
**Operations**  
**Committees of Council**  
Monday, January 11, 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 Walleghem  
B. Preisenzanz, CAO  
R. Perchuk, Operations Manager  
W. Brinkman, Emergency Services Manager  
K. Brown, Finance & Administration Manager  
C. Neil, Recreation Services Manager  
S. McDowall, HR Manager  
J. McMillin, City Clerk  
B. Graham, Health & Safety Officer

**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 December 7, 2009 be confirmed as written and filed.

**D. Standing Committee Presentations/Deputations:-**

**N/A**

**E. Reports:**

**1. Agreement with Longbow Lake Volunteer Fire Brigade**

**Recommendation:**

**That** Council give three readings to a by-Law to authorize the Council of the City of Kenora to enter into an agreement with the Longbow Lake Volunteer Fire Brigade to provide Radio Circuits, Radio Licenses, and maintenance of the Kenora and Area Fire Communications System as set out in Schedule "A" attached to this report; and further

**That** By-Law 47-2004 be and is hereby repealed.

***Committee agreed that agreements relating to Items 1, 2, and 3 be amended to reflect that interest will accrue on overdue accounts and the Manager of Finance & Administration will determine an appropriate percentage for this purpose. Chief Brinkman will make the necessary changes to the agreements and will also advise the three Fire Groups of this addition.***

**KBrown  
WBrinkman**

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

**JMcMillin**

**2. Agreement with McKenzie Clearwater Fire Protection Corp.**

**Recommendation:**

**That** Council give three readings to a by-Law authorizing the Council of the City of Kenora to enter into an agreement with McKenzie Clearwater Fire Protection Corporation to provide Radio Circuits, Radio Licenses, and maintenance of the Kenora and Area Fire Communications System and operating costs of Station 2 as set out in Schedule "A" attached to this report; and further

**That** By-Law Number 48-2004 be and is hereby repealed.

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

**JMcMillin**

**3. Agreement with Pellatt United Firefighters Inc.**

**Recommendation:**

**That** Council give three readings to a by-Law authorizing the Council of the City of Kenora to enter into an agreement with Pellatt United Firefighters Inc. to provide Radio Circuits, Radio Licenses, and maintenance of the Kenora and Area Fire Communications System as set out in Schedule "A" as attached to this report; and further

**That** By-Law 46-2004 be and is hereby repealed.

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

**JMcMillin**

**4. Pumper Replacement – Capital Budget 2010**

**Recommendation:**

**That** Council hereby approves the acquisition of a second Pumper as supplied by Fort Garry Fire Trucks in the amount of \$414,012.00 plus applicable taxes.

**Recommendation approved.**

**JMcMillin**

**5. RFP – Disposal of Fire & Emergency Services Station 1 & 3**

**Recommendation:**

**That** Council hereby approves the disposition of the City of Kenora Fire and Emergency Services Station 1 and 3 through a Request for Proposal process; and further

**That** the RFP be referred to the Property and Planning Committee.

***Committee agreed the RFP be prepared prior to approving the disposition of the two stations; therefore this item is to be referred directly to the Property and Planning Committee for review and action.***

**WBrinkman  
JMcMillin**

**TRickaby**

A discussion ensued on the status of the proceeds from the sale of the two stations being ear-marked for the new facility.

**Other Business:**

**N/A**

**Next Meeting:**

- **Monday, February 8, 2010.**



# Finance & Administration Committee Minutes

11 January 2010 at 3:50 p.m.

## A. Public Information Notices

## 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. Suggested Amendments to Procedural By-law (Discussion)

- Delete "November" from meeting exception during Municipal Election
- Change carrying consensus by Council in Standing Committee

**Committee concurred with the proposed changes to the Procedural By-law.**

#### Recommendation:

**That** Council give three readings to a by-law to amend By-law Number 29-2009 being a by-law to establish Rules of Order and Procedures for the Council of the City of Kenora to reflect the following:-

**Section 3.12** - delete "November" from meeting exception during Municipal Election

**Sections 12.7 & 12.8** - change carrying consensus by Council in Standing Committee rather than appointed Committee and **delete Section 12.9 entirely.**

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

**JMcMillin**

### 2. Endorsation of Resolution (Highway Twinning) City of North Bay

#### Recommendation:

**Whereas** the Ontario TransCanada Highway from Arnprior through to the Manitoba border is the only portion of the National Highway which is not four-laned; and

**Whereas** the report titled "A Vision for Ontario TransCanada Highway - North Bay to Manitoba Border" provides one vision of what is possible if the dollars are committed by the Provincial and Federal Governments over a 25 year period; and

**Whereas** the TransCanada Highway is the only fully year round continuous passable route across Canada and is extensively used by commercial and recreational traffic of North America;

**Be It Therefore Further Resolved That** the Council of the Corporation of the City of Kenora hereby supports the City of North Bay's position to lobby the Provincial and Federal Governments to make the four-laning of the Ontario TransCanada Highway a priority; and further

**That** a copy of this resolution be forwarded to the Provincial Minister of Energy and Infrastructure; Provincial Minister of Northern Development and Mines; Provincial Minister of Transportation; Federal Minister of Transport, Infrastructure and Communities; and the Hon. Greg Rickford, MPP, Kenora.

**JMcMillin**

**Recommendation approved.**

**3. Monthly Financial Statements – November/09**

**Recommendation:**

**That** Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at November 30, 2009.

**JMcMillin**

**Recommendation approved.**

**4. KDMA Sponsorship Request**

**Recommendation:**

**That** Council of the City of Kenora hereby authorizes sponsoring an event option to a maximum of \$250.00 for the KDMA Conference taking place in Ear Falls, February 4, 5 & 6, 2010.

**JMcMillin**

**Recommendation approved.**

**5. LOW Community Foundation – Endowment Funding Request**

**Recommendation:**

**That** Council of the City of Kenora respectfully deny the request from Lake of the Woods Community Foundation for \$3.5 million in endowment funding at this time; and further

**That** Administration be directed to identify future sources of funding such as the sale of surplus property which could be ear-marked for Lake of the Woods Community Foundation.

**JMcMillin**

**Recommendation approved.**

*An explanation is to be provided at the Council meeting to address the reasoning for this decision for the information of the public.*

**KBrown**

**6. MPMP Results A) How do we compare B) 2008 Kenora Results**

**Recommendation:**

**That** Council of the City of Kenora receive the August 2009 report on the Municipal Performance Measurement Program; and further

**That** the City of Kenora Municipal Performance Measurement Program – 2008 Results be provided to the Minister and circulated to the public in accordance with Section 299 of the Municipal Act.

**Recommendation approved.**

**JMcMillin**

#### **7. Mount Evergreen Ski Club Repayable Loan - Extension**

##### **Recommendation:**

**That** Council hereby authorizes an extension of the repayable loan in the amount of \$25,000 to the Mount Evergreen Ski Club to be repaid in full on or before December 31, 2010; and

**That** upon default in repayment, interest shall commence and accrue at the rate of prime plus 2% per annum until collected; and further

**That** this extension be conditional upon receipt of the most recent Ski Hill financial statements as well as the 2009 financial statements once available.

**Recommendation approved.**

**JMcMillin**

#### **8. Receipt/Approval of Various Committee Minutes**

##### **Recommendation:**

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

- December 10, 2009 – Kenora Animal Welfare Advisory Committee
- December 15, 2009 – Leisure Services Committee

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

- November 17, 2009 – Kenora District Services Board
- November 27 & December 18, 2009 – District of Kenora Home for the Aged
- December 15, 2009 – LOW Development Commission; and further

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

**Recommendation approved.**

**JMcMillin**

#### **9. K.D.S.B.–Affordable Housing Program**

Bill advised he recently spoke to Sten Lif about the Social Housing matter and the deadline is January 15 to make application, however a proposal was never received so that portion is a non-issue and this item can be removed from the agenda.

**JMcMillin**

Councillor McMillan advised at Council's request, reps. from the KDSB will attend a Committee meeting to discuss the housing program.

#### **10. Taxi By-law Amendments as per December 14/09 Resolution**

The Clerk confirmed the amending Taxi By-law will be included on Monday's agenda for adoption in accordance with approved changes in December.

**HKasprick**

#### **11. Proposed Committee name change - "Performing Arts & Conference Centre" to "Community Auditorium Conference Centre" Recommendation:**

**That** Council give three readings to a by-law to change the Terms of Reference for the Performing Arts & Conference Centre Committee to reflect the revised name of the Committee to the "Community Auditorium Conference Centre Committee;" and further

**That** By-law Number 50-2005 be and is hereby repealed.

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

**JMcMillin/  
HKasprick**

#### **Other Business:**

#### **Attendance at Finance Panel Presentation**

#### **Recommendation:**

**That** authorization is hereby given for Karen Brown, Manager of Finance & Administration to attend the Dryden Session on January 27, 2009 to make a presentation to the Provincial Standing Committee on Finance and Economic Affairs.

*Councillor McMillan agreed to be the alternate in the event Karen cannot participate.*

**Recommendation approved.**

**JMcMillin**

#### **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, February 8, 2010.**



## Community Services Committee Minutes

11 January 2010 at 4:28 p.m.

### A. Public Information Notices

- To amend the 2009 Budget to withdraw funds from the Keewatin Memorial Arena Reserve to offset costs related to repairs at the Keewatin Arena.

### 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. Recreation Facility & Services Analysis Consultant Report

##### Recommendation:

**That** Council receives the report produced by Scatliff + Miller + Murray Inc and JHarper & Associates with the regard to the City of Kenora's recreation facilities and services.

**Recommendation approved.**

*It was agreed that this item be brought back to Committee to discuss for an 'action plan' at the February meeting.*

#### 2. Keewatin Arena – Domestic Water Leak

##### Recommendation:

**That** Council hereby approves the quote from Energy Tech Services for repairs to the domestic water line for a cost of \$16,375.00 plus GST, including labour and material; and

**That** Council hereby authorizes an appropriation from the Keewatin Memorial Arena Reserve to offset costs related to this repair; 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 January 18th 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).

#### 3. December 15 Leisure Services Minutes-Vendors Lease

*Colleen explained the past history on the City running the concession and the matter of the cost of the vendor permit in the amount of \$500,*

JMcMillin

CNeil

JMcMillin/  
HKasprick



*noting there should be a day rate. Reference was made to some of the wording in the December 15 Minutes, and it was explained that with a concession lease the proponent has to submit a menu which is approved and changes go to Leisure Services for approval. Any vendor that comes to the events cannot duplicate what is being sold at the concession. 'Right of refusal' refers to the menu items and the process to be followed for changes required to the menu in these instances, which is also addressed in the contracts.*

*It was explained the Leisure Services Committee only makes recommendations to the Recreation Services Manager who in turn reports to the Standing Committee of Council.*

*Colleen advised she will remove the reference in the Minutes regarding the Right of Refusal and will re-submit them to Council so they can be adopted on Monday.*

*In the meantime, it was suggested our Solicitor review the Vendor's Permit attached to the Minutes which essentially is considered rent for vendors to sell on City property during special/other events.*

**Other Business:**

**Olympic Torch Display with Mike Richards Hat & Jersey**

Committee agreed the Olympic Torch be encased and displayed at the Recreation Centre in an area that is secure and visible and cannot be accessed or vandalized, alongside the display for Mike Richards.

It was also suggested something appropriate should also be considered for the Michael Smith Fitness Centre in recognition of Michael.

**Annual Sports Awards Dinner**

This item is to be added to the February Agenda.

**Items on Hold:**

- **N/A**

**Next Meeting:**

- **Monday, February 8, 2010.**

**CNeil/  
HKasprick**

**CNeil  
JMcMillin**



# Operations Standing Committee Minutes

11 January 2010 at 4:49 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

There were none declared.

## C. Reports:

### 1. Anicinabe Park Agreement – Amendment

#### Recommendation:

**That** Council of the City of Kenora give three readings to a by-law to amend By-law #32-2009, being a by-law to execute an agreement between the Corporation of the City of Kenora and Larry Cruikshank, for the Operation and Maintenance of Anicinabe Park; and further

**That** the Section 1. c. of Bylaw #32-2009 be replaced with the following:

*1c. Cruikshank shall not allow the parking of seasonal R.V. rentals and shall adhere to the Ontario Parks Rules and Standards, with the exception of the length of stay. The length of stay is not to exceed 28 (twenty-eight) days within a 31 (thirty-one) day period. Cruikshank shall not allow long-term storage or semi-permanent or permanent structures on the camp sites or storage areas. Cruikshank shall not allow ~~overnight~~ parking in the public parking lot or ~~overnight~~ docking at the public docks between 11:00 p.m. and 6:00 a.m.*

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

### 2. Anicinabe Park – Public Docking Policy – Amendment

#### Recommendation:

**That** the Council of the City of Kenora amend Bylaw #57-2009, a by-law which provides a policy for public boat docking within the municipality at a variety of locations and for the monitoring and enforcement of such docking; and

**That** the Section 4. Docking-Facilities of By-law #57-2009 be amended to include Anicinabe Park as a facility that is available for free daily docking by the municipality; and further

**That** there shall be no overnight parking at Anicinabe Park.

RPerchuk

JMcMillin/  
HKasprick

**Amended Recommendation:**

**That** the Council of the City of Kenora amend Bylaw #57-2009, a by-law which provides a policy for public boat docking within the municipality at a variety of locations and for the monitoring and enforcement of such docking; and

**That** the Section 4. Docking-Facilities of By-law #57-2009 be amended to include Anicinabe Park as a facility that is available for free daily docking by the municipality; and further

**That** no overnight parking be permitted between 11 p.m. and 6 a.m.

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

**3. Anicinabe Park – Public Parking Lot By-law - Amendment Recommendation:**

**That** Council of the City of Kenora give three readings to a by-law to amend Bylaw Number 66-2006, being a by-law which establishes and regulates parking lots and structures within the City of Kenora; and further

**That** Schedule 'A' to By-law Number 66-2006 – Anicinabe Park-Boat Launch Parking Lot be amended to state the following:

Lot "A"	Anicinabe Park – Boat Launch Parking Lot
Control	Park Operator and City Designated Towing Company Ltd.(at owner's expense)
Fees:	Free Daily Parking
Special Regulations:	Vehicles in excess of 6.7 meters are permitted No Overnight Parking between 11 p.m. and 6 a.m.

**Amended Recommendation:**

**That** Council of the City of Kenora give three readings to a by-law to amend Bylaw Number 66-2006, being a by-law which establishes and regulates parking lots and structures within the City of Kenora; and further

**That** Schedule 'A' to By-law Number 66-2006 – Anicinabe Park-Boat Launch Parking Lot be amended to state the following:

Lot "A"	Anicinabe Park – Boat Launch Parking Lot
Control	Park Operator and City Designated Towing Company Ltd.(at owner's expense)
Fees:	Free Daily Parking
Special Regulations:	Vehicles in excess of 6.7 meters are permitted No Overnight Parking be permitted between 11 p.m. and 6 a.m.

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

**4. Anicinabe Park – 2009 Final Report Recommendation:**

**RPerchuk**

**JMcMillin/  
HKasprick**

**RPerchuk**

**JMcMillin/  
HKasprick**

**That** the Council of the City of Kenora accept the 2009 Year End Report for Anicinabe Park.

**Recommendation approved.**

### **5. Draft Operational Plan – Drinking Water Quality Mgmt System**

**Recommendation:**

**That** the Council of the City of Kenora hereby approves the Drinking Water Quality Management System Operational Plan; and further

**That** authorization is hereby given for the Mayor, the Chair of the Operations Committee, and applicable City Staff to execute the Plan on behalf of the City.

*Bruce Graham, Health & Safety Officer attended the meeting to speak to the requirements under this submission. Bruce will provide a clean copy of the Plan to the Clerk on Monday for signing after the Council Meeting. Bruce explained this is a living document and will continue to change so it is being presented as draft.*

**Recommendation approved.**

### **6. Integrated Pest Management Project – Kenora Central Park**

**Recommendation:**

**That** Council of the City of Kenora accept the Final Report on the Kenora Integrated Pest Management Project (KIPMP) at Kenora Central Park.

**Amended Recommendation:**

**That** Council of the City of Kenora accept receive the Final Summary Report on the Kenora Integrated Pest Management Project (KIPMP) at Kenora Central Park.

**Recommendation approved** as amended.

### **7. Downtown Revitalization**

**Recommendation:**

**That** the City of Kenora enters into a contract with KGS Group for the provision of final design and contract administration services for the Downtown Revitalization Phase II project to a maximum of \$399,500 + GST; and further

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

***Rick explained only a resolution is required for Monday's meeting until such time as the contract is received for a by-law. He will re-submit a revised report also reflecting a change in the cost as discussed.***

**To be referred to Council's January 18 Meeting for approval once amended.**

**JMcMillin**

**JMcMillin**

**RPerchuk**

**JMcMillin**

**RPerchuk**

**JMcMillin**

**8. Kenora Urban Trails Committee – Terms of Reference**

**Recommendation:**

**That** the Council of the City of Kenora hereby approves the Terms of Reference for the Kenora Urban Trails Committee; and further

**That** three readings be given to a by-law to adopt the Terms of Reference.

*Rick is to update the Terms of Reference to set out the staff resources and to reflect that they be required to attend meetings on an 'as required' basis, and not necessarily at every meeting.*

*Section 8.0 was referred to and it should be changed from 'shall' to 'may'.*

*Rick was also asked to review the document to change the wording to reflect 'may and shall' where applicable.*

*Quorum is also to be changed to reflect quorum is the majority of Members in attendance.*

**Rick indicated these changes will be made so the by-law can be adopted on Monday.**

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

**RPerchuk**

**9. Renewal Agreement – GIS Hosting Services – Red Lake**

**Recommendation:**

**That** Council of the City of Kenora hereby authorizes entering into an agreement with the Corporation of the Municipality of Red Lake to provide Red Lake with a hosted only internet based GIS mapping service at a monthly fee of \$386.25, plus GST; and further

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

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

**JMcMillin**

**JMcMillin**

**Other Business**

**N/A**

**Items on HOLD**

- **Lakeview Drive – Parking**

**Next Meeting**

- **Monday, February 8, 2010.**

**Motion – Adjourn to Closed Meeting:**

**Moved by J. Parson, 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)      **Litigation or Potential Litigation****

**ii)     **Personal Matter about Identifiable Individuals****

**At 6:35 Committee reconvened to Open Meeting with Report(s), if applicable.**

**Personal Matter about an Identifiable Individual**

**Recommendation:**

**That** Council hereby authorizes a contract for the purchase of IT related services through Boreal Datacom for a period commencing January 1, 2010 to June 30, 2011; and

**That** Council hereby directs City Administration to leave the vacated IT Supervisor position vacant during this period; and further

**That** Council give three readings to a by-law to authorize the execution of a service contract for this purpose.

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

**The meeting closed at 6:40 p.m.**

**JMcMillin/  
HKasprick**