



City of Kenora Standing Committees Meeting Agenda

Emergency Services
Finance & Administration
Community Services
Operations
Monday, March 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

As required under Notice By-law #144 -2007, the public is advised of Council's intention to adopt the following at its March 15 meeting:-

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, February 8, 2010 be confirmed as written and filed.

D. Standing Committee Deputations

N/A

Presentations

- *Lake of the Woods Museum – Mayor Compton*
- *Solid Waste Department – Reuse Website*

E. Reports:

Councillor C. Drinkwalter, Chair

Item	Subject	Disposition
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| 1. | Emergency Service Facility Budget Status Report
- Information Only | |
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Other Business:

Next Meeting:

- **Monday, April 12, 2010.**



Finance & Administration Committee Agenda

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

A. Public Information Notices

- *An appropriation of \$20,000 from the Insurance Reserves to complete a Risk Management project*
 - *Amendment of a by-law to establish increased limousine rates*
- *Amendment to the use of Veteran’s plates in the City of Kenora to allow these plates free parking for the permitted time limits per meter for three specific days per year being: June 6th (D-Day), September 17th (Anniversary of the Battle of Britain) and November 11th (Remembrance Day)*

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.	Update–Community Auditorium Conference Ctr. Committee
2.	Attendance at Annual AMO Conference – Windsor, ON

Recommendation:

That the following four (4) Members of Council be hereby authorized to attend the Annual AMO Conference taking place in Windsor, ON, August 15 to 18, 2010:-

_____ ; and further

THAT all eligible expenses in accordance with Council’s Travel & Per Diem Policy be hereby authorized.

3. Community Policing Advisory Committee (information)

4. Council Remuneration

Recommendation:

THAT Council receive the reports prepared by Charlotte Edie, Deputy Treasurer dated February 8 and 25, 2010 as required under Section 284 of The Municipal Act, 2001, as amended, setting out the Annual Statement of Remuneration and Expenditures for Members of Council in accordance with Remuneration By-law #60-2005.

5. Downtown Parking Time Limits

Recommendation:

THAT Council of the City of Kenora amend Traffic By-Law Number 127-2001, Schedule G, Parking Meter Zones to reflect all one and two hour meters be amended to three (3) hour meters only; and further

THAT the By-Law Enforcement staff adjust the meters accordingly to reflect the new time limits; and further

THAT these parking meter zone changes take effect immediately.

THAT Council give three readings to a by-law to amend the Traffic by-law for this purpose.

6. Gas Tax Revenues – Agreement

Recommendation:

THAT Council provide three readings to a By-Law authorizing the execution of the Agreement for the Transfer of Federal Gas Tax Revenues under the New Deal for Cities and Communities between the Association of Municipalities of Ontario and the City of Kenora.

7. NOMA 2010 Membership

Recommendation:

THAT Council of the City of Kenora hereby direct administration to identify a funding source in the 2010 municipal operating budget in the amount of \$2,157.00 for the shortfall in funding associated with the 2010 NOMA membership.

8. 2009 Overtime Report

Recommendation:

THAT Council of the City of Kenora hereby receive the 2009 Overtime Analysis Report dated February 23, 2010.

9. Revised Boards and Committees Appointments Policy

Recommendation:

THAT Council hereby approves a revised Boards & Committees Appointments Policy #CC-14-1; and further

THAT Council give three readings to a by-law to amend the Comprehensive Policy Manual for this purpose.

10. Risk Management Services

Recommendation:

THAT Council of the City of Kenora retain the services of Robert Harder Consulting Inc., to complete a Risk Management Project as outlined in the proposal provided to the City; and

THAT in accordance with Notice Bylaw 144-2007, public notice is hereby given that Council intends to amend its 2010 Operating & Capital Budget at its March 15, 2010 meeting authorizing the withdrawal of \$20,000.00 from the Insurance Reserve to offset this project cost; and further

THAT Council give three readings to a by-law to amend the 2010 budget for this purpose.

11. Senior’s Games - Parking Passes

Recommendation:

THAT Council hereby authorizes, at no charge, the supply of up to seventy-five (75) Guest Parking Permits, to be confirmed closer to the date, for the Kenora District Senior 1A Games taking place in Kenora, June 1 and 2, 2010.

12. Review of Limousine Rates – Taxi By-law

Recommendation:

THAT Council increase the rate for limousine service to \$75.00 per hour for the first hour with a one hour minimum charge; and further

THAT the minimum amount for weddings and funerals be 3 hours or \$225.00 and wait times for any rental above the minimum be \$65.00 per hour; and further

THAT by-law number 88-2009 be hereby amended to reflect these changes to Schedule B; and further

THAT in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to pass a By-law establishing new rates to by-law number 88-2009, Schedule B for limousine services.

13. Tangible Capital Asset Policy Amendment

Recommendation:

THAT Council hereby approves a revised Tangible Capital Asset Policy #FI-6-1; and further

THAT Council give three readings to a by-law to amend the Comprehensive Policy Manual for this purpose.

14. Parking Exceeding Time Limits

Recommendation:

THAT that an awareness campaign take place advising those non-compliance vehicles that the chalking of tires and regular monitoring of vehicles will now be in place and regularly enforced by the City by-law enforcement officers.

15. Veteran Plate Parking

Recommendation:

THAT Council give three readings to a by-law to amend Section 31 - ‘Special Regulation’ in Parking Lots By-Law Number 66-2006 to read “a vehicle displaying an Ontario Veteran’s license plate in accordance with the definition contained in this by-law shall be exempt from

the provisions of municipal parking lot fees on June 6th (D-Day), September 17th (Anniversary of the Battle of Britain) and November 11th (Remembrance Day) as set out in Schedule A; and further

THAT Council give three readings to a by-law to amend Section 5 – ‘Veteran Plate Parking’ in Traffic Regulation By-law #127-2001 by deleting the wording approved by By-law Number 29-2006 and to reflect that Veteran plate parking is no longer exempt from the provision of metered parking fees except as provided for on the above-noted occasions; and

THAT Notice is hereby given that Council intends to amend provisions in municipal by-laws as they relate to changes in Veteran Plate Parking; and further

That By-law Number 29-2006 be and is hereby repealed.

16. Various Committee Minutes

Recommendation:

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

- January 12 & February 9, 2010 – Environmental Committee
- February 8, 2010 – Community Policing Committee
- February 18, 2010 – Kenora Animal Welfare Advisory Committee
- February 23, 2010 – Lake of the Woods Museum Board
- February 23, 2010– Leisure Services Committee
- March 2, 2010 – Kenora Urban Trails Committee; and
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THAT Council hereby receives the following Minutes from other various Committees:

- January 22, 2010 – Northwestern Health Unit Board of Health
- January 28, 2010 – Kenora Home for the Aged Board of Management

THAT these Minutes be circulated and ordered filed.

17. Wheelchair Curling Team Sponsorship (discussion)

18. Community Power Pledge (discussion)

19. Committee Membership (discussion)

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, April 12, 2010.



Community Services Committee Agenda

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

A. Public Information Notices as per By-law Number 144 -2007

- *An amendment to its 2010 Municipal Operating and Municipal Five Year Capital Plan to reallocate funds from various projects in order to proceed with the boards and glass project at the Kenora Recreation Centre in the amount of \$180,000*
 - *Amend the Tariff of Fees By-Law to increase Municipal Ball Field 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

Item	Subject	Disposition
1.	Annual Sports Awards Dinner
	Recommendation:	
	THAT authorization be hereby given for Councilor Van Walleghem to attend the 2010 Annual Awards Dinner of the Lake of the Woods Sports Association taking place April 21, 2010.	
	THAT all eligible expenses in accordance with Council's Travel & Per Diem Policy be hereby authorized.	
	THAT authorization be hereby given for a donation in the amount of \$200.00 to the Lake of the Woods Sports Association.	
2.	2010 NAFN Tournament Request
	Recommendation:	
	THAT Council of the City of Kenora hereby authorizes a grant of \$3,000.00 for the use of the Thistle Rink and The Keewatin Memorial Arena for the 21 th Annual North American First Nations Hockey Tournament being held in Kenora on March 29 to April 4, 2010.	
3.	Thistle Rink Boards and Glass
	Recommendation:	
	THAT Council hereby authorizes the following amendments to the municipal 2010 Operating Budget and Five Year Capital Plan:	

- Boards and Glass project with a total cost of \$180,000 be moved forward from 2012 and approved to proceed in 2010 to be fully funded through the City's Recreation Reserves;
- Fire Panel Upgrade project in 2010 be reduced in scope by \$40,000, with an amended approved total cost of \$15,000 for 2010;
- Events Stage project be deferred from 2010 to 2012, with \$30,000 cost deferred to 2012, and the remaining \$2,000 cost being incorporated into the City's 2010 operating budget for required repairs; and
- Electronator Cell Replacement project to be reduced in scope by \$8,000, with an amended approved total cost of \$54,500 for 2010; and

THAT in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2010 Municipal Operating Budget and Five Year Capital Plan at its March 15, 2010 meeting; and further

THAT Council hereby gives three readings to a by-law to amend the 2010 municipal budget for this purpose.

4. Community Club Grants 2010

Recommendation:

THAT Council of the City of Kenora receives the recommendation from the Leisure Services Committee, approving the grant amount of \$6000.00 to Central, Pinecrest, Rideout and Evergreen Community Clubs.

5. Municipal Alcohol Policy Review

Recommendation:

THAT Council hereby approves a revised City of Kenora Municipal Alcohol Policy -Policy #CS-01-01; and further

THAT Council give three readings to a by-law to amend the Comprehensive Policy Manual for this purpose.

6. Municipal Ball Field Rates

Recommendation:

THAT Council hereby approves the rental rates for Municipal Ball Fields proposed the Recreation Services Manager's February 17, 2010 report, effective March 15, 2010; and further

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 March 15, 2010 meeting to give effect to these rates; and further

THAT Council gives three readings to a by-law to amend Schedule "B" to Tariff of Fees and Charges by-Law Number 147-2007 for this purpose.

7. Utility Consumption 2009

Recommendation:

THAT Council of the City of Kenora receives the information on utility consumption for the Kenora Recreation Centre and the Keewatin Memorial Arena for the year 2009.

- 8. **KRC Membership Rates – Seniors Rate (discussion)**
- 9. **Olympic Torch Display (discussion)**

Other Business:

Next Meeting:

- **Monday, April 12, 2010.**



Operations Standing Committee Agenda

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

A. Public Information Notices

- Amend the Tariff of Fees By-Law Number to reflect increase the cost of a Wax Candle
- Amend the Tariff of Fees By-Law Number to adopt a variety of fees for park rentals

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
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1. Lease Renewal – Fisheries and Oceans

Recommendation:

THAT Council give three readings to a by-law ratifying the continuation of the Lease Agreement between Fisheries and Oceans Canada (Small Craft Harbours') and The Corporation of the City of Kenora for the management of the Kenora Harbourfront Docks and Keewatin Wharf for the term April 1, 2009 to March 31, 2014; and further,

THAT in keeping with Clause 18 of said Lease Agreement approval be given for payment of the 2009 rent, in the amount of \$500.00.

2. Ice Candle Program

Recommendation:

THAT the Council of the City of Kenora hereby receives the 2009 Ice Candle Report, as prepared by Barbara Manson; and further,

THAT Council hereby approves amending Schedule "B" Table 14 of Tariff of Fees By-Law Number 147-2007 to reflect the following fee:

Wax Candle only \$ 3.00; and,

THAT Council hereby gives three readings to a By-Law to amend the Tariff of Fees By-Law for this purpose; and further,

THAT in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its Tariff of Fees By-law at its March 15 meeting.

3. Kenora Water System Summary

Recommendation:

THAT the Council of the City of Kenora hereby receives the 2009 Kenora Water System Summary Report, for the period January 1st, 2009 to December 31st, 2009, as prepared by Warren Ortlieb, Water and Sewer Supervisor.

4. Dog Tag Sales – Outlets

Recommendation:

THAT Mayor and Council accept the recommendation to allow outside agencies and outlets to sell dog tags with administration developing the procedures and monitoring the success.

5. RFP – Bridge Inspection Service

Recommendation:

THAT the following prices for 2010 Proposals for Bridge Inspection Services be received:

AECOM	\$ 98,677.00 (plus GST)
KGS Group	\$ 101,790.00 (plus GST)
MMM Group	\$ 114,694.00 (plus GST); and

THAT the proposal from AECOM in the amount of \$98,677.00, plus GST, is hereby accepted.

6. Parks Rental Permit

Recommendation:

THAT the Council of the City of Kenora hereby receives the revised Parks Rental Permit, as prepared by Barbara Manson; and,

THAT Council hereby gives three readings to amend Schedule "B" Table 12 to By-Law 147-2007, being a By-Law to establish a General Tariff of Fees and Charges, to incorporate the following rate increases, effective May 1, 2010; and further,

Fee Description	Fee
Youth Groups	\$50.00 per day (includes schools & youth organizations)
Private Gatherings	\$100.00 per day (fewer than 50 people)
Special Events	\$200.00 per day (groups over 50 people)
Community Events	No Charge (must be free admission)
Municipal Events	No Charge

THAT in accordance with Notice By-law #144-2007, public notice is hereby given that Council intends to amend its Tariff of Fees By-Law at its March 15 meeting.

7. Lakeview Parking Lot – Amendment to by-law 66-2006

Recommendation:

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

THAT Schedule "A" to By-law Number 66-2006 – Lakeview Drive Parking Lot be amended to state the following; and further,

Lot "F"	Lakeview Drive Parking Lot
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Control: By-Law Enforcement Officer
 Fees: Monthly \$49.60 plus applicable taxes (effective July 1, 2010)
 Special Regulations: Leased spaces

THAT short form wording be added to By-Law 66-2006, Section 1.0 – Definitions to read as follows:

“By-Law Enforcement Officer” means Police Officer, By-Law Enforcement Officer or Municipal Law Enforcement Officer empowered to enforce this By-Law; and further

THAT Peace Officer referenced in By-Law 66-2006, Sections 4.2, 7.5 and Schedule “A” Control be replaced with By-Law Enforcement Officer.

8. Request for Surface Treatment

Recommendation:

THAT the following roads be approved for inclusion under the Ministry of Transportation Surface Treatment Program for the year 2010:

Location	Length	Application
Essex Road	From Lajeneusse Bridge northerly to end including Beauty Bay Road	1.5 km Single
Petersen Road	From Redditt Road junction westerly	1.0 km Double
Coker Road	Various patches	3.0 kms Double
Ritchie Road	From Rabbit Lake Road junction northerly	1.0 km Double

Items on Hold:

- Graffiti by-law

Other Business

Next Meeting

- **Monday, April 12, 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**
- ii) **The security of the property of the municipality**

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

Close Meeting.