



Minutes
of the
Emergency Services
Finance & Administration
Community Services
Operations
Committees of Council
Monday, March 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 Walleghem
B. Preisanz, CAO
W. Brinkman, Emergency Services Manager
K. Brown, Finance & Administration Manager
S. McDowall, HR Manager
R. Perchuk, Manager of Operations
C. Neil, Recreation Services Manager
H. Kasprick, Deputy Clerk

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Presentations:

Mike Richards Accomplishments

Council formally recognized the accomplishments of local hockey athlete Mike Richards. Mother Irene Richards and cousin Jeff Richards were present and Council recognized Mike's accomplishments in his part of the 2010 Winter Olympics. Irene Richards presented Council with Mike's Olympic gold medal to view. The Council of the City of Kenora and the citizens are proud of Mike's accomplishments!

Kenora Reuses website launch

Karen Sillery and Mike Mostow from the Solid Waste department presented Council an overview of the new website Kenora.reuses.com.

Presentation to the Lake of the Woods Museum

Councillors W. Cuthbert and D. McCann presented Lori Nelson from the Museum a photo album from Commissioner Fantino of the O.P.P. official swearing in ceremony as well as 100 years of policing book to be placed in the Lake of the Woods Museum for public viewing.

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 Standing Committee Minutes

Moved by R. McMillan, Seconded by W. Cuthbert & Carried:-

THAT the Minutes of the last regular meetings of the Regular Standing Committee meetings held February 8, 2010 be confirmed as written and filed.

D. Standing Committee Deputations:-

N/A

E. Reports:

1. Emergency Service Facility Budget Status Report

Information only:

Chief Warren Brinkman updated Council that the project is on time according to tender and is on budget with the exception of \$2,470.00 as a result of a change in roofing materials required.



Finance & Administration Committee Minutes

March 8, 2010 at 3:56 p.m.

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

There were none declared.

C. Reports:

1. Update–Community Auditorium Conference Ctr. Committee Information only:

Councillor McMillan updated that the existing community auditorium committee has not changed from the original appointment. This committee will engage in dialogue with other groups and reports will regularly flow back to Council.

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:-

Mayor Len Compton
Councillor Rory McMillan
Councillor Charito Drinkwalter
Councillor Chris Van Walleghem
; and further

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

Recommendation approved.

HKasprick

<p>3. Community Policing Advisory Committee Information only: Council will need to review the Terms of Reference for the committee and present a recommendation at the April Committee meeting.</p>	<p>BPreisentanz</p>
<p>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.</p>	
<p>Recommendation approved.</p>	<p>HKasprick</p>
<p>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.</p>	
<p>Recommendation approved (resolution and by-law).</p>	<p>HKasprick</p>
<p>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.</p>	
<p>Recommendation approved (resolution and by-law).</p>	<p>HKasprick</p>
<p>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.</p>	
<p>Recommendation approved.</p>	<p>HKasprick</p>

8. 2009 Overtime Report

Recommendation:

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

Discussion: Operations Manager Rick Perchuk described the difficulties in the reporting of overtime. Weather conditions result in most of the Sewer and Water and Roads department overtime. These are difficult to predict and control. The departments are a seven day operation and statutory holidays appear as overtime in the reporting. The report also does not reflect inter-department charges amongst the departments for road works, water and sewer breaks, etc. The recovery costs charged to customers also does not reflect the revenue that covers the cost of the overtime amounts. Chief Brinkman stated that the overtime in the Fire and Emergency Services department were primarily attributed to mandatory training that was required. Bill Preisentanz noted that the police overtime was for a 6 month period only up to July 17, 2009, prior to disbandment.

HKasprick

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.

Recommendation approved.

HKasprick

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.

Recommendation approved (resolution and by-law).

HKasprick

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.

<p>Recommendation approved.</p> <p>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</p> <p>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</p> <p>THAT by-law number 88-2009 be hereby amended to reflect these changes to Schedule B; and further</p> <p>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.</p>	<p>HKasprick</p>
<p>Recommendation approved (resolution and by-law).</p> <p>13. Tangible Capital Asset Policy Amendment Recommendation: THAT Council hereby approves a revised Tangible Capital Asset Policy #FI-6-1; and further</p> <p>THAT Council give three readings to a by-law to amend the Comprehensive Policy Manual for this purpose.</p>	<p>HKasprick</p>
<p>Recommendation approved (resolution and by-law).</p> <p>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.</p>	<p>HKasprick</p>
<p>Recommendation approved.</p> <p>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</p> <p>THAT Council give three readings to a by-law to amend Section 5 -</p>	<p>HKasprick</p>

'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.

Recommendation approved (resolution and by-law).

JMcMillin

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
-

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.

Recommendation approved.

HKasprick

17. Wheelchair Curling Team Sponsorship

Discussion:

THAT Council support the donation of \$500 to the wheelchair curling team to help offset costs to participate in the 2010 National Wheelchair Curling Championships in Kelowna, B.C. from March 14-22, 2010.

Recommendation approved.

HKasprick

18. Community Power Pledge

Information Only:

The Ontario Power Authority has announced the Community Challenge in Ontario encouraging all Ontarians to take simple conservation actions that will have lasting financial rewards and help fight climate change. The primary focus is on 'phantom power' which accounts for up to 15% of residential electricity bills. This will be a five month campaign to encourage

sustainability by getting Ontarians to think beyond "Earth Hour" (August 11, 2010). Ontarians who sign up for the challenge will receive 20 AIR MILES reward miles and an additional 10 AIR MILES Reward Miles will be donated to a participating charity.

The municipality that wins the challenge in each of the three tier categories of municipalities will earn \$10,000 that will be designate towards a conservation initiative. A committee will be formed to work on this campaign and promotion of this 4 month initiative.

HKasprick

19. Committee Membership

Discussion:

There are 45 committees in total which are Committees of Council. 16 are legislated and there are 29 other committees. Finance and Administration Committee will meet with administration to discuss the committees that are still required or need to be added. A report will be brought forward at the April Committee meetings.

JMcMillin

Other Business:

Honey Bee Declaration

THAT Council of the City of Kenora declare May 29, 2010 as the first annual "Day of the Honey Bee".

Recommendation approved.

HKasprick

Items on Hold:

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

Next Meeting:

Monday, April 12, 2010



Community Services Committee Minutes

March 8, 2010 at 5:09 p.m.

A. Public Information Notices

- *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

There were none declared.

C. Reports:

1. Annual Sports Awards Dinner

Recommendation:

THAT authorization be hereby given for Mayor Len Compton 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.

Recommendation approved.

HKasprick

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 21th Annual North American First Nations Hockey Tournament being held in Kenora on March 29 to April 4, 2010.

Recommendation approved.

HKasprick

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.

Recommendation approved (resolution and by-law).

HKasprick

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.

Recommendation approved.

HKasprick

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.

Recommendation approved (resolution and by-law).

HKasprick

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.

Recommendation approved (resolution and by-law).

HKasprick

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.

Recommendation approved.

HKasprick

8. KRC Membership Rates – Seniors Rate

Discussion:

It was suggested that one way to increase the annual memberships at the Kenora Recreation Centre would be to lower the age for the senior rate from 60 years of age to 55 years of age. The current rate is \$380 for an annual membership for a senior. It was recommended that the current rate and age remain status quo.

Recommendation approved.

CNeil

9. Olympic Torch Display

Discussion:

The Olympic Torch and community participation plaque will be displayed in a secured cabinet at the Kenora Recreation Centre.

Recommendation approved.

**HKasprick/
CNeil**

Items on Hold:

N/A

Next Meeting:

Monday, April 12, 2010



Operations Standing Committee Minutes

March 8, 2010 at 5:32 p.m.

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

There were none declared.

C. Reports:

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.

Recommendation approved (resolution and by-law).

HKasprick

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.

Recommendation approved (Resolution and by-law).

HKasprick

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.

Recommendation approved.

HKasprick

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.

Recommendation approved.

HKasprick

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.

Recommendation approved.

HKasprick

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 (includes schools & youth organizations)	\$50.00 per day
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.

Recommendation approved (resolution and by law).

HKasprick

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
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.

Recommendation approved (resolution and by law).

HKasprick

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	Application	Length
Essex Road from Lajeneusse Bridge	Northerly 1.5 km to end including Beauty Bay Road	Single
Petersen Road from Redditt Road junction	Easterly 1.0 km	Double
Coker Road	Various patches 3.0 kms	Double
Ritchie Road from Rabbit Lake Road junction	Northerly 1.0 km	Double

Recommendation approved.

HKasprick

Items on Hold:

- Graffiti by-law

Other Business

N/A

Next Meeting

- Monday, April 12, 2010.

Motion – Adjourn to Closed Meeting:

That this meeting be now declared closed at 5:45 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:-

- i) Personal Matter about Identifiable Individuals**
- ii) The security of the property of the municipality**

At 6:34 p.m., Committee reconvened to the Open Meeting with the following action/direction:

Personal Matter about an Identifiable Individual

1) THAT Council hereby approves a seven day operation for the By-Law Enforcement/Animal Control Division of the Operations Department effective April 1 to October 31 each year.

Recommendation approved.

The meeting adjourned at 6:35 p.m.

HKasprick