



# City of Kenora Standing Committees Meeting Agenda

**Emergency Services**  
**Finance & Administration**  
**Community Services**  
**Operations**  
**Monday, May 10, 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 Walleggem – 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 May 17th 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, April 12, 2010 be confirmed as written and filed.

### **D. Standing Committee Deputations**

None

### **E. Reports:**

**Councillor C. Drinkwalter, Chair**

**Item Subject**

**Disposition**

**Other Business:**

**Next Meeting:**

- Monday, June 7, 2010.



# Finance & Administration Committee Agenda

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

## A. Public Information Notices

As required under Notice By-law #144 -2007, the public is advised of Council’s intention to adopt the following at its May 17th meeting:-

- Reduce the 2010 allocation to the District of Kenora Home for the Aged by \$22,289 to an amended amount of \$1,363,694

## 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. City Hall Staff Appointments .....

#### Recommendation:

**That** Council hereby approves the following By-laws to implement the restructuring at City Hall:

- A By-law to appoint Charlotte Edie as Treasurer effective May 18, 2010;
- A By-law to appoint Bill Ranger as Deputy Treasurer effective May 18, 2010;
- A By-law to appoint Pat Geisel as Tax Collector effective May 18, 2010; and
- A By-law to appoint Karen Brown as CAO effective August 1, 2010; and further

**That** Council hereby approves a By-law to repeal the following by-laws for various staff appointment which are no longer required by the City:

- 6-2000 – Karen as Treasurer
- 79-2002 – Charlotte as Tax Collector
- 98-2002 – Charlotte as Deputy Treasurer
- 13-2000 – Repeal – Dennis Mc. as KMTS Manager
- 19-2000 – Repeal – Paulette G. as Deputy Clerk

### 2. 2010 Claw Back Rates .....

#### Recommendation:

**That** Council hereby gives three readings to a By-law to establish the claw back rates for certain property classes within the Corporation of the City of Kenora for 2010.

**3. Monthly Financial Statements** .....

**Recommendation:**

**That** Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at March 31, 2010.

**4. Proposed Flag Lowering Policy** .....

**Discussion**

**5. Forest Tenure Meeting-Dryden** .....

**Recommendation:**

**That** Council of the City of Kenora authorize Mayor Len Compton to attend the Forest Tenure meeting in Dryden on May 20, 2010; and further

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

**6. Internet Voter Lookup (IVL) – DataFix** .....

**Recommendation:**

**That** Council give three readings to a by-law to execute a service agreement with Comprint Systems Inc. (c.o.b. DataFix) for the ‘Internet Voter Lookup application’ in conjunction with the 2010 Municipal Election.

**7. Non-Union Salary 2010** .....

**Recommendation:**

**That** Council of the City of Kenora hereby freeze the City’s 2009 salary grid; and

**That** an independent review of the City’s non-union salary grid be undertaken in 2010; and further

**That** those staff who have met the requirements within the City’s Salary Administration Policy HR-3-1 be allowed to move internally on the grid in accordance with the policy.

**8. District of Kenora Home for the Aged Levy** .....

**Recommendation:**

**That** Council hereby approves reducing the 2010 allocation to the District of Kenora Home for the Aged by \$22,289 to an amended amount of \$1,363,694; 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 by by-law at its May 17<sup>th</sup> meeting; and further

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

**9. Policy Manual Updates due to City Hall Restructuring** .....

**Recommendation:**

**That** Council hereby authorizes the following amended policies resulting from the approved restructuring at City Hall:

- Memorabilia Policy #CC-02-01;
- Bill Inserts and Messages on Bills Policy #CU-03-01;
- Procurement Policy #FI-01-01;

- Purchase / Credit Cards Policy #FI-01-02;
- Debt Policy #FI-04-01;
- Investments Policy #FI-04-02;
- Receivables Write Off Policy #FI-05-01; and

**That** Council hereby rescinds the following by-laws:

- By-law #47-2008 – Bill Inserts and Messages on Bills Policy #CU-03-01;
- By-law #28-2010 – Procurement Policy #FI-01-01;
- By-law #153-2008 – Debt Policy #FI-04-01;
- By-law #61-2009 – Investments Policy #FI-04-02;
- By-law #47-2008 – Receivables Write Off Policy #FI-05-01; and further

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

## **10. Various Committee Minutes** .....

### **Recommendation:**

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

- April 20, 2010 – Lake of the Woods Development Commission
- April 13, 2010 – Kenora Community Policing Committee
- April 20, 2010 – Environmental Committee Meeting; and
- 

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

- March 23, 2010 – Kenora Public Library Board
- April 9, 2010 – Kenora Home for the Aged; and further

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

## **11. AMO's Joint Liability Reform in Ontario** .....

### **Recommendation:**

**That** Council of the City of Kenora supports the Association of Municipalities of Ontario in its efforts to seek joint and several liability reform in Ontario and calls on the Provincial Government to pursue much needed changes to the Negligence Act.

### **Other Business:**

#### **Items on Hold:**

- **Political Contributions Policy/Council Travel Policy**
- **NWHU Governance Matters**
- **Community Police Advisory Committee**
- **Boards & Committees Policy**

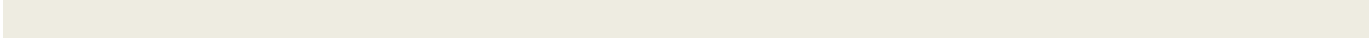
#### **Next Meeting:**

- **Monday, June 7, 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

As required under Notice By-law #144 -2007, the public is advised of Council’s intention to adopt the following at its May 17th 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. Reports:

**Councillor C. Van Walleghem, Chair**

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

**1. 2<sup>nd</sup> Annual Kenora Hockey Kids for Cancer Research Request .....**

**Recommendation:**

**That** Council approves the ice rental rate of Minor Special Event of \$81.03 plus taxes to be applied to the 2<sup>nd</sup> Annual Kenora Hockey Kids for Cancer Research 2010 in lieu of the approved summer ice rate for 2010.

**Other Business:**

**Next Meeting:**

- **Monday, June 7, 2010.**



# Operations Standing Committee Agenda

Councillor D. McCann – Chair  
Councillor W. Cuthbert – Vice-Chair  
Councillor J. Parson – 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 May 17th meeting:-

- Amend the 2010 Solid Waste Operating Budget in the amount of \$10,000.00 to hire a Seasonal staff for the Solid Waste Department

## B. Declaration of Pecuniary Interest

- 1) On Today’s Agenda
- 2) From a Meeting at which a Member was not in Attendance

## C. Reports:

### Councillor D. McCann - Chair

| Item | Subject   | Disposition  |
|------|---|--------------|
| 1.   | <b>Main Street Wharf Gate</b>   | .....        |
|      | <b>Recommendation:</b>  |              |
|      | <b>That</b> Council of the City of Kenora hereby deny the request from Houseboat Adventures to install a gate at the Main Street dock.      |              |
| 2.   | <b>Half Loading on Transmitter, Gould &amp; Homestake Roads</b>   | .....        |
|      | <b>Discussion:</b>  |              |
| 3.   | <b>2010 Interlocking Brick &amp; Concrete Sidewalk Maintenance Tender</b>   | .....        |
|      | <b>Recommendation:</b>  |              |
|      | <b>That</b> the only tender for the 2010 Interlocking Brick & Concrete Sidewalk Maintenance be received; and further,                       |              |
|      | Don Hagar Contracting Inc.  | \$210,309.75 |
|      | <b>That</b> the quotation submitted by Don Hagar Contracting Inc., in the amount of \$210,309.75 (tax included), be accepted.               |              |
| 4.   | <b>Supply and Delivery of Granular A</b>  | .....        |
|      | <b>Recommendation:</b>  |              |
|      | <b>That</b> the following quotations, for the supply and delivery of 7,500 tonnes of Granular “A”, Part A, including tax, be received; and, |              |

|                         |                   |
|-------------------------|-------------------|
| Lunam Drillers          | \$16.63 per tonne |
| Joe Neniska and Sons    | \$16.95 per tonne |
| Hugh Munro Construction | \$18.81 per tonne |
| Pioneer Construction    | \$15.78 per tonne |
| Moncrief Construction   | \$17.51 per tonne |

**That** the quotation submitted by Pioneer Construction, Kenora, Ontario, in the amount of \$15.78 per tonne (including tax), pending approval of the proposed aggregate, be accepted; and further,

**That** the attached ranking list for the supply only of Granular "A" material from private pits, Part B, as specified, be hereby accepted.

**5. 2010 Supply of Class 2 Aggregate** .....

**Recommendation:**

**That** the following quotations, for the supply of 2,500 tonnes of Class 2 Aggregate, as specified, be received, and further;

|                          |                   |
|--------------------------|-------------------|
| Hugh Munro Construction  | \$18.65 per tonne |
| Joe Neniska and Sons Ltd | \$24.57 per tonne |
| Pioneer Construction     | \$19.49 per tonne |
| Moncrief Construction    | \$15.31 per tonne |

THAT the quotation submitted by Moncrief Construction, Kenora, Ontario, in the amount of \$15.31 per tonne (taxes included), pending approval of the proposed aggregate, be accepted.

**6. Environmental Policy Amendment** .....

**Discussion:**

**7. Solid Waste Department Seasonal Labourer** .....

**Recommendation:**

**That** Council of the City of Kenora hereby approve the hiring of one Solid Waste Seasonal staff for a total of 26 weeks between April and October; and,

**That** Council hereby approves an additional budget request in the amount of \$10,000.00 to hire a Seasonal staff for the Solid Waste Department; and,

**That** Council hereby authorizes the additional request to be funded through the surplus 2010 Solid Waste Operating Budget; and ,

**That** in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to amend its 2010 Solid Waste Operating Budget at its May 17, 2010 meeting; and further,

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

## 8. Bridge Inspection Grant Funding .....

### Recommendation:

**That** approval be hereby granted for the City of Kenora to submit an application to the Ontario Good Roads Association related to the Funding for Municipal Bridge Data Collection Program; and further,

**That** the Council of the Corporation of the City of Kenora hereby applies for funding for the purpose of collecting, collating, compiling and formatting bridge asset and condition data, and agrees to submit bridge asset and condition data for inclusion in Municipal Data works by March 31, 2011.

## 9. Kenora Rec Centre Sewer, Water & Storm Drain Upgrades .....

### Recommendation:

**That** the following, tenders for the Kenora Recreation Centre Sewer, Water and Storm Drain Upgrades, (GST extra) be received; and further,

|                       |               |
|-----------------------|---------------|
| Norquip Construction  | \$ 601,465.00 |
| Titan Constructors    | \$ 852,097.48 |
| Makkinga Contracting  | \$ 864,060.00 |
| Moncrief Construction | \$ 908,750.00 |

**That** the tender submitted by Norquip Construction, Kenora, Ontario, in the amount of \$601,465.00 (GST extra), be accepted.

## 10. Transfer Station Upgrades .....

### Recommendation:

**That** Council of the City of Kenora give three readings to a bylaw to execute an agreement with Waste Diversion Ontario (WDO) and Stewardship Ontario for funding under the Continuous Improvement Fund in the amount of \$248,833 plus GST representing provincial contributions under the Blue Box Program Plan for the following upgrades to the Transfer Station: Recycle Building addition and purchase and installation of a self packing trailer; and further

**That** the Mayor and Clerk be hereby authorized to execute all related documents.

### Items on Hold:

- Graffiti by-law

### Other Business

### Next Meeting

- **Monday, June 7, 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) Labour Negotiations**

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

**Close Meeting.**