



Minutes

Of a Special Meeting of the Council of the City of Kenora
Tuesday, June 28, 2011 – City Council Chambers
1:00 p.m.

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**With Mayor D. Canfield in the Chair, Councillor C. Drinkwalter, Councillor R. Lunny, Councillor R. McKay, Councillor R. McMillan, Councillor L. Roussin, Councillor S. Smith, Karen Brown, CAO and Heather L. Kasprick, Deputy Clerk.**

**Staff:** Colleen Neil, Recreation Services Manager, Sharen McDowall, Human Resources Manager, Rick Perchuk, Manager of Operations, Tara Rickaby, Planning Administrator, Charlotte Edie, Municipal Treasurer.

### Call to Order

Mayor Canfield called the meeting to order.

### Reading of Public Notices

**Take Notice that as required under Notice By-law #144-2007, Council intends to adopt the following items at this Special Meeting of Council:**

- Amend Schedule B to the Tariff of Fees and Charges By-Law Fee increase to the Before and After School rates for the Castle of Learning & Discovery Children’s Centre for Before School Care and for After School Care
- Amend the 2011 Operating budget for one time funding allocation to the Kenora Public Library

### Declarations of Pecuniary Interest

Mayor Canfield then asked if any Member of Council had any Declarations of Pecuniary Interest with respect to any items on the Agenda.

**Councillor Roussin** declared a direct pecuniary interest as it relates to the Agenda Item number 5 regarding the Kenora Public Library. Councillor Roussin indicated the nature of his interest is his spouse is employed by the Kenora Public Library.

### Castle of Learning and Discovery Centre Rate Changes

**1. Moved by C. Drinkwalter, Seconded by S. Smith & Carried:-**

That the Council of the City of Kenora approve the fee increase to the Before and After School rates for the Castle of Learning & Discovery Children’s Centre to \$5.00 for Before School Care and \$9.00 for After School Care; and further

That an hourly rate of \$6.00 as an hourly option beyond the approved daily rate be hereby implemented; and further

That a late fee rate of \$15.00 per thirty (30) minutes be further implemented; and further

That in accordance with Notice By-Law Number 144-2007, public notices is hereby given that Council intend to amend the Tariff of Fees By-Law by by-law at this Special Meeting of Council; 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.

### **Harbourfest Summer Fireworks**

#### **2. Moved by R. Lunny, Seconded by R. McMillan & Carried:-**

That Council of the City of Kenora hereby authorizes the issuance of tax receipts for any donation of \$100 or greater made to the City of Kenora between January 1, 2011 and August 31, 2011 to be used specifically towards the 2011 Harbourfest fireworks display; and further

That the City will pay the invoice(s) for the actual purchase of fireworks, including any specifically related expenditures, direct to the appropriate supplier(s) for the 2011 fireworks display to a maximum of the actual donation amounts received; and further

That the issuance of tax receipts for donations for fireworks be restricted specifically to the 2011 fireworks display in recognition of the tourism impact the event has to the City of Kenora; and further

That the Harbourfest Committee be advised of Council's decision, including all related restrictions.

### **Insurance Renewal for 2011-2012**

#### **3. Moved by R. McMillan, Seconded by R. Lunny & Carried:-**

That Mayor and Council hereby approves the renewal of the City's Municipal Insurance Policy as presented by Jardine Lloyd Thomson with local representation by The Standard with an effective date of July 1, 2011 to July 1, 2012 in the amount of \$317,934 plus applicable taxes.

### **Trapper Council Agreement – Nuisance Beaver Program**

#### **4. Moved by R. McKay, Seconded by L. Roussin & Carried:-**

That Council hereby approves the Agreement between the Kenora Trapper's Council and the City of Kenora, respecting nuisance beaver services for the period May 16 to September 15, 2011, inclusive; and further

That the appropriate by-law be passed for this purpose; and further

That following signing of this Agreement, a copy be sent to the Kenora District Manager of the Ontario Ministry of Natural Resources for signing, authorizing the Kenora Trappers Council to act as an agent under Section 31(2) of the Fish and Wildlife Conservation Act.

**Councillor Roussin left the meeting prior to this resolution being introduced.**

### **Kenora Public Library Deficits**

#### **5. Moved by R. Lunny, Seconded by S. Smith & Carried:-**

Whereas the Kenora Public Library Board has approached Kenora City Council to request assistance with regards to their 2011 anticipated operating deficit and related options currently being considered by the Board; and

Whereas the Board has advised Council that they intend to perform an external organizational review in 2011;

Now therefore, let it be resolved that Council hereby approves a onetime funding allocation to the Kenora Public Library for 2011 up to a maximum of \$98,545, represented by the following:

- 2011 Operating Budget Deficit based on actual operations for 2011, based on a request made by the Kenora Public Library Board to Council, up to a maximum amount of \$52,235, representing Option #2 as presented by the Board during the June 13<sup>th</sup>, 2011 Committee of the Whole meeting;
- \$46,310 to be used to address the Library's accumulated deficit before tangible capital assets as at 31 December 2010; and

That this funding be conditional upon the following:

- The use of \$41,000 from the Kenora Public Library's capital reserve to address the remainder of the Library's accumulated deficit before tangible capital assets as at 31 December 2010;
- The Library provide the City with an amended operating budget for 2011 to reflect actual maximum operating funding approved by the City;
- The Library Board proceed with the external review of the Library and its services in 2011 as committed to during the Board's June 13<sup>th</sup> presentation, paid for by the Library without additional contribution from the City, with the following direction for this review as set by City Council:
  - The external review shall encompass the following areas:
    - Governance / Internal Staff Structure;
    - Service Delivery Model and Service Levels;
    - Financial Review;
  - The review shall address the operations of the Library in light of the changing world in which they operate within, and, as an example, needs to continue to factor in impacts such as the shift to the use of electronic books.
  - The terms of reference for the external review shall be approved by Council prior to a request for proposal being sent out.

- An enhanced business plan shall be developed as a result of the external review by the Library Board in 2011 and presented to Council for consideration in conjunction with the 2012 budget deliberations;
- The review, or related business plan, shall address a long term vision for the Library and its operations as per the recently completed strategic plan that can be implemented by the Board commencing in 2012; and

That this allocation be funded through an appropriation from the City's Library Building Reserve equal to the actual incremental onetime funding allocation made by the City to the Library based on the final Library operating results for 2011, up to a maximum of \$98,545; and

That in accordance with Notice By-law #144-2007, notice is hereby given that Council intends to amend its 2011 Operating Budget at its June 28<sup>th</sup>, 2011 Special Meeting; and further

That the appropriate by-law be passed for this purpose.

**Councillor Roussin returned to the meeting following the vote on this matter.**

### **AMO Discussions**

#### **6. Moved by L. Roussin, Seconded by R. McKay & Carried:-**

Whereas the annual Association of Municipalities of Ontario (AMO) Conference is a valuable forum for Council to express their views to the Minister(s); and

Whereas together, Municipal Staff and Council define the most vital issues that the City of Kenora requires the Minister(s) attention;

Therefore May it be hereby Resolved that Council of the City of Kenora submit these defined issues to the Minister(s) for considering a delegation meeting with them at the upcoming AMO conference in August.

### **By-Law Adoption**

#### **7. Moved by S. Smith, Seconded by R. Lunny & Carried:-**

That the following **By-laws** be now read a **First & Second Time**, and approved in their present form and presented for **Third & Final** Reading:~

**#80-2011** – To amend the Castle of Learning & Discovery Centre rates for before and after school, adopt an hourly option and introduce a late fee

**#81-2011** – To amend the 2011 Municipal operating and capital budget for a one-time funding allocation to the Kenora Public Library

### **Motion to Adjourn to Closed Session**

#### **8. Moved by S. Smith, Seconded by R. Lunny & Carried:-**

That this meeting be now declared closed at 1:38 p.m.; and further

That Council adjourns to a Closed Meeting to discuss the following:

**i) Disposition of a Land Matter**

At 2:05 p.m. Council reconvened to open session with one report from its Closed Meeting.

**Disposition of Land Matter from Closed Session**

**8A. Moved by R. McMillan, Seconded by C. Drinkwalter & Carried:-**

That Staff be directed to provide survey instructions required to transfer a portion of municipal lands, namely a portion of a laneway between Beach Road and Ontario Street and abutting property at 812 Fifth Street, to Emile and Bernice DeGagne; and further

That Staff be directed to provide survey instructions required to transfer a portion of lands from Michael and Shirley Zdep, to the City of Kenora in order to provide a municipal laneway between Beach Road and Ontario Street; and further

That Staff be directed to provide survey instructions required to transfer a portion of lands from John Harvey to the City of Kenora in order to provide a municipal laneway between Beach Road and Ontario Street; and further

That Staff be directed to provide survey instructions required to transfer a portion of Beach Road, sufficient to provide clear title to the existing residence, to Michael and Shirley Zdep; and further

That in accordance with the Notice By-law, arrangements be made to advertise the sale of the subject lands for a two-week period; and further

That once the advertising process has been completed, Council give three readings to a by-law to authorize the sale of lands to Emile and Bernice DeGagne as a lot addition (consolidation) with property described as PLAN M18 LOT 5, per the terms of the agreement of purchase and sale; and further

That Council gives three readings to a by-law to authorize the transfer of property from the City of Kenora to Michael and Shirley Zdep, at a value of \$0.28 per square foot plus all surveying, legal and transfer costs; and further

That the Mayor and Clerk be authorized to enter into all the agreements required to transfer lands from Zdep and Harvey to the City of Kenora, from the City of Kenora to DeGagne and from the City of Kenora to Zdep.

**Adjournment**

**9. Moved by R. McKay, Seconded by R. McMillan & Carried:-**

**That** this meeting be now declared closed at 2:07 p.m.

*THE CORPORATION OF THE CITY OF KENORA:*

*CONFIRMED AS WRITTEN THIS*

*.....DAY OF.....2011*

*MAYOR*

*CITY CLERK*

