



# **M i n u t e s**

## **Committee of the Whole**

**Monday, December 12, 2011**  
**3:30 p.m.**  
**City Council Chambers**

**Action**

**Present:** Mayor D. Canfield  
Councillor C. Drinkwalter  
Councillor R. Lunny  
Councillor R. McKay  
Councillor R. McMillan  
Councillor L. Roussin  
Councillor S. Smith  
K. Brown, CAO  
R. Perchuk, Operations Manager  
W. Brinkman, Emergency Services Manager  
S. McDowall, HR Manager  
C. Neil, Recreation Services Manager  
H. Kasprick, Deputy Clerk

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### **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 December 19th meeting:-**

- To amend "Schedule D" to By-Law #168-2004 to increase water and sewer rates effective January 1, 2012.

### **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. Motion for Confirmation of Previous Committee Minutes: Moved by R. Lunny, Seconded by L. Roussin, and Carried:-**

That the Minutes from the last regular Committee of the Whole Meeting held November 14, 2011 be confirmed as written and filed.

### **D. 3:30 p.m. Presentations/Deputations**

#### **Dan McNeil, CAO, Kenora District Services Board**

The KDSB was created by the Province of Ontario in 1999 to deliver social services (OW, Social Housing, Land Ambulance, Child Care/Early Years) on a Regional (Kenora District) VS LOCAL (Community by Community) basis. Prior to the creation of the KDSB, the services were funded 100% directly by the Province of Ontario (EMS & Social Housing) and/or jointly funded, and delivered locally (not regionally), by the municipalities (Child care and

Ontario Works). These social services are mandatory and highly regulated by legislation.

Geographically, the KDSB is comprised of nine municipalities, unincorporated areas as well as First Nations communities. The area is approximately 400,000 square kilometers, or approximately the size of the province of Newfoundland & Labrador and services are provided to a population of approximately 60,000 people.

The property tax component of the KDSB budget (non-provincial or local property tax share) is allocated among all municipal partners on a total assessment basis, that is, the Local Municipal Assessment by community divided by the Total Municipal Assessment of the entire KDSB jurisdiction.

The KDSB Local Share is levied on all categories of the municipal property tax base (Residential, Commercial, Industrial, Pipeline). This method of sharing local costs was a decision made by the KDSB Board of Directors in its early years of existence. Governance, financing and jurisdiction will not change without a seismic change at the provincial level or a double majority decision by the KDSB Board of Directors.

In 2011, the City of Kenora was responsible for approximately 19% of the total KDSB Municipal Property Tax Levy. In 2008, the City of Kenora was responsible for approximately 27% of the total KDSB Municipal Property Tax Levy. This major shift in local share was primarily caused by the inclusion and/or updating of assessment in the Unincorporated area being included in the total KDSB jurisdictional assessment. In regards to share of services statistics, the City of Kenora has:

- 41% of the KDSB Public Housing Units (215/528)
- 36% of the OW Case Load (214/592-August 2011)
- 35% of the EMS Calls (3,876/11,005-2010); and
- Approximately 27% of the KDSB Population (16,000/60,000)

Within the OMPF there are two grant components and three categories within those components of the Fund to provide grants to municipalities to recognize "excessive" defined Social Program Costs. The Assessment Threshold Grant, funding is provided to municipalities whose costs for these programs exceed the revenue that could be raised by levying a 0.147 per cent property tax rate on their assessment base. The Income Threshold Grant, this component provides funding to municipalities with high social program costs relative to the household incomes of their residents. Funding of up to \$80 per household is provided to municipalities whose net social program costs exceed 0.60 per cent of the total household incomes of their residents.

The Northern & Rural Social Programs component establishes a limit on the share of municipal tax revenue needed to support the municipal share of eligible social program costs in northern and rural communities. Funding is provided if the municipal share of eligible social program costs (net of the Social Programs Grants) exceeds a threshold of 11 per cent of municipal

tax revenue. There is only one municipality (The Township of Sioux Narrows-Nestor Falls) that qualifies for any of the OMPF Social Program Grants. In 2011, the other eight municipal partners did not qualify for any of the OMPF Social Program Grants.

The KDSB will be the deliverer of social programs as well as possibly additional programs, far into the future in the Province of Ontario. The KDSB will continue to pursue accountability of the Province for the provision of full funding for non-emergent EMS transfers.

The KDSB will continue to hold the Province of Ontario accountable to previous commitments to ensure funding is being delivered in an equitable manner and that costs, unique to the north and our jurisdiction, are being acknowledged and recognized.

### **E. Reports:**

## **Community & Protective Services**

**Councillor Drinkwater, Chair, reviewed the Committee reports:-**

### **1. Kenora Recreation Centre Fire Route**

#### **Recommendation:**

That Council hereby supports City administration in enforcement related to ensuring any fire route for a City facility, including the fire route at the Kenora Recreation Centre, is kept free and clear at all times; and further

That this enforcement shall include towing of any unauthorized vehicles located on or within a signed fire route for any City facility.

**Recommendation approved.**

**HKasprick**

### **2. Kenora Public Library Board Appointments**

#### **Recommendation:**

That the following be hereby appointed to the Kenora Public Library Board with a term to expire November 30, 2014:-

Councillor Rory McMillan

Councillor Rod McKay, Alternate

Maureen Wasacase

Shannon Bailey

Wendy Voth

Marj Poirier

Rita Boutette

Brad Edie

Christine Moorley

Lisa Gate-Villa; and further

That Resolution #24 dated December 6, 2010 be and is hereby rescinded.

**Recommendation approved.**

**HKasprick**

## **Corporate Services**

**Councillor McMillan, Chair, reviewed the Committee reports:-**

### **1. K.D.S.B. Report from Councillor Roussin**

Councillor Roussin advised that the next KDSB Board meeting is Thursday, December 15<sup>th</sup>.

### **2. Attendance at 2012 KDMA Conference – Sioux Lookout**

#### **Recommendation:**

That authorization be hereby given for a total of four (4) Members of Council to attend the 71<sup>st</sup> Annual KDMA Conference taking place in Sioux Lookout, ON, February 2, 3 and 4, 2012; and further

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

**Recommendation Approved.**

**HKasprick**

### **3. Attendance 2012 ROMA/OGRA Conference – Toronto**

#### **Recommendation:**

That authorization be hereby given for the following Members of Council to attend the ROMA/OGRA 2012 Annual Conference taking place February 26 to 29, 2012, in Toronto, ON:-

Mayor Canfield, Councillor McKay, Councillor Drinkwalter and Councillor Roussin; and further

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

**Recommendation Approved.**

**HKasprick**

### **4. Council Policy – Annual Council Remuneration**

#### **Recommendation:**

That Council gives three readings to a by-law authorizing the adoption of Council Policy #CC-15-1 being a Policy with respect to Annual Council Remuneration; and further

That this Policy be incorporated into the City's Comprehensive Policy Manual.

**Recommendation Approved (resolution & by-law).**

**HKasprick**

### **5. Atikokan Generating Station**

#### **Recommendation:**

That the Council of the City of Kenora hereby endorses the following

resolution circulated by the Northwestern Ontario Municipal Association:

Where the operation of the Atikokan Generating Station (AGS) of Ontario Power Generation (OPG) has been and continues to be very critical to the economy of the Town of Atikokan; and

Whereas the jobs which exist at the AGS are vital to the workers at the station, their families and the community of Atikokan; and

Whereas the proposed conversion of AGS to burn biomass as a fuel source to replace coal would achieve significant environmental benefits, would

create opportunities in the forest industry, and would maintain AGS jobs vital to our local community and economy; and

Whereas the Ontario Power Authority has been directed to negotiate an Energy Supply Agreement for Atikokan Biomass Power with OPG;

Therefore Be It Resolved That Kenora supports the Northwestern Ontario Municipal Association in strongly supporting the Province of Ontario in the repowering of the AGS as quickly as possible to meet the 2014 deadline.

**Recommendation Approved.**

**HKasprick**

**6. Council Training 2 – Thunder Bay**

**Recommendation:**

That authorization be hereby given for the following Members of Council to attend the EMCP 2 Training taking place in Thunder Bay, February 3, 2012:-

Councillor Drinkwalter  
Councillor Roussin  
Councillor Smith; and further

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

**Recommendation Not Approved.**

**HKasprick**

**Discussion:** It was suggested that we contact AMCTO advising them why we are not registering anyone for the event due to the conflict with the KDMA conference in the region.

**7. Council Term Review of Projects**

**Recommendation:**

That a copy of the report reviewing the achievements for the first year of Council be posted on the City's portal and made available to the media.

**Recommendation Approved.**

**HKasprick**

**8. Attendance at Lake of the Woods Water Quality Forum**

**Recommendation:**

That authorization be hereby given for Councillor Ron Lunny to attend the 2012 Lake of the Woods Water Quality Forum taking place in International Falls, MN, March 7 and 8, 2012; and further

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

**Recommendation Approved.**

**HKasprick**

**9. Change in May, 2012 Meeting Schedule**

**Recommendation:**

That authorization be hereby given to approve an amended meeting schedule for May, 2012 as follows:

- Committee of the Whole – Monday, May 14
- Property & Planning Committee – Tuesday, May 15
- Council – Tuesday, May 22 (due to Victoria Day); and further

That these dates replace the previous May, 2012 meeting schedule as approved by Resolution #12 dated November 21, 2011.

**Recommendation Approved.**

**HKasprick**

**10. Rideout Community Club – Noise Exemption Petitions**

**Discussion only:**

This item will be deferred to the Clerk’s office where the authority was delegated. As this item has been discussed before Council twice, it is to be removed from any future agenda for one year.

**11. Various Committee Minutes**

**Recommendation:**

That Council hereby adopts the following 2011 Minutes from various City of Kenora Committees:

- November 1 – Special Committee of the Whole
- November 8 – Kenora Urban Trails Committee
- November 8 – Environmental Advisory Committee
- November 14 – Committee of the Whole
- November 15 – Property & Planning Committee
- November 28 – Special Committee of the Whole
- November 22 – Kenora Community Policing Committee
- November 22 – Lake of the Woods Museum Board; and

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

- November 16 – Lake of the Woods Development Commission
- October 31 - District of Kenora Home for the Aged; and further

That these Minutes be circulated and ordered filed.

**Recommendation Approved.**

**HKasprick**

## **Economic Development**

**Councillor Smith, Chair, reviewed the Committee reports:-**

### **1. NCIR Funding Proposals**

#### **Recommendation:**

Whereas the Ministry of Northern Development and Mines has grant funding available through the Northern Communities Investment Readiness Program (NCIR); and

Whereas our Economic Development Officer has identified three essential projects that would fit under this funding program; and

Whereas Project Number One is identified as an In-Bound Site Visit with a potential investor with NCIR funds requested in the amount of \$6,780.18 with a contribution from the City in the amount of \$2,260.06 for total project financing of \$9,040.24; and

Whereas Project Number Two is identified as a Value Added Forestry Profile with NCIR funds requested in the amount of \$7,500 with a contribution from the City in the amount of \$2,500 for a total project financing of \$10,000; and

Whereas Project Number Three is identified as a Community Profile with NCIR funds requested in the amount of \$7,500 with a contribution from the City in the amount of \$2,500 for a total project financing of \$10,000;

Now therefore, let it be resolved that authorization be given for the Corporation of the City of Kenora to apply for funding under the Northern Communities Investment Readiness (NCIR) Program intended for these three programs.

**Recommendation Approved.**

**HKasprick**

## **Finance**

**Councillor Lunny, Chair reviewed the Committee reports:-**

### **1. KAR Agreement 2012**

#### **Recommendation:**

That Council hereby approves a by-law authorizing a contract between the Kenora Assembly of Resources and the City of Kenora for provision of services at the Harbourfront and related areas for the period January 1, 2012 through December 31, 2012.

**Recommendation Approved (resolution & by-law).**

**HKasprick**

### **2. Marine Water Line Debenture**

**Recommendation:**

That Council approve a by-law for the issuance of long term debt financing in the amount of \$800,476.48 effective December 31, 2011 to finance the net municipal costs related to the Marine Water Line, budgeted to be financed through a \$2,000,000 subsidy from the Building Canada Fund and the issuance of long term debt.

**Recommendation Approved (resolution & by-law).**

**HKasprick**

**3. October Financial Statements**

**Recommendation:**

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at October 31, 2011.

**Recommendation Approved.**

**HKasprick**

**4. Water and Sewer Rate Increase**

**Recommendation:**

That as recommended by BMA Management Consulting Inc. in the Water and Wastewater Long Range Financial Plan Forecast approved by Council resolution on November 21, 2011, the 2012 water and sewer rates be increased by an additional 5% over the 5% already included as a budgeted increase for the 2012 year; and

That in accordance with Notice By-Law Number 144-2007, public notice is hereby given that Council intends to amend "Schedule D" to By-Law #168-2004 to increase water and sewer rates as set out on the attached "Schedule D"; and

That Council give three readings to a by-law for this purpose; and further

That this by-law shall take effect and come into force on January 1, 2012.

**Recommendation Approved (resolution & by-law).**

**HKasprick**

**Operations Committee**

**Councillor McKay, Chair reviewed the Committee reports:-**

**1. 2012 Hourly Equipment Ranking List**

**Recommendation:**

That the tenders be received for the Hourly Rental of Equipment and Trucks for 2012, and further

That the Ranking Lists attached to the Municipal Engineer's November 28 report for Hourly Rental of Equipment and Trucks for 2012 be accepted and adopted for the purposes of hiring non-owned equipment and Trucks during the period of January 1 through to December 31, 2012.

**Recommendation Approved.**

**HKasprick**



**2. Amendment to Animal Control By-law #150-2010**

**Recommendation:**

That Council hereby approves amending By-Law Number 150-2010, being a by-law to regulate the keeping of animals within the City of Kenora, to permit changes to the following sections as set out below:-

Section 4. "Dogs at Large" is amended to read:

**4.7 "Sundays and Statutory holidays" be deleted**

**and replaced with:**

"Statutory and municipal civic holidays".

**4.7.2 The following sentence be deleted:**

"Once the dog is deemed to be abandoned by the owner, pursuant to Section 4.7 above, the By-law Enforcement Officer shall arrange to have it disposed of accordingly"; and

**and replaced with:**

"Once the dog is deemed to be abandoned by the owner, pursuant to Section 4.7 above, the By-law Enforcement Officer may arrange to have it disposed of accordingly"; and

Section 6. "Keeping of Cats" is amended to read:

**6.6 "Sundays and statutory holidays" be deleted and replaced with**

"statutory and municipal civic holidays".

**6.6.2 The following sentence be deleted:**

"Once the cat is deemed to be abandoned by the owner, pursuant to Section 6.6 above, the By-law Enforcement Officer **shall** arrange to have it disposed of accordingly"; and

**and replaced with:**

"Once the cat is deemed to be abandoned by the owner, pursuant to Section 6.6 above, the By-law Enforcement Officer **may** arrange to have it disposed of accordingly"; and further

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

**Recommendation Approved (resolution & by-law).**

**HKasprick**

**3. Tender – Cemetery Columbaria**

**Recommendation:**

That the following tenders for the supply, delivery and install of one and/or two columbaria, HST extra, be received:-

	One Columbarium	Two Columbaria
Carrier Mausoleums Construction Inc.	36,505.00	61,740.00
M.C. DeLandes Monuments & Memorials Inc.	37,000.00	73,500.00

Sunset Memorial & Stone Ltd.	38,116.00	71,932.00
Rock of Ages	46,620.67	93,241.34

;and further

That the tender submitted by Carrier Mausoleums, in the amount of \$61,740.00, HST extra, for two columbaria, be hereby accepted.

**Recommendation Approved.**

**HKasprick**

**4. Tender – Coney Island Park Contract (2012 – 2014)**

**Recommendation:**

That the only tender for the operation and maintenance of Coney Island Park and Store for 2012, 2013 and 2014, be received:

Jennifer Schott	\$36,000.00 + HST
	(representing \$12,000 for each year + HST)

And further that the tender submitted by Jennifer Schott, in the amount of \$36,000.00 + HST for the three year period be hereby accepted, pending 2012 Operational Budget approval.

**Recommendation Approved.**

**HKasprick**

**5. Coney Island Park Contract – 2011 Year End Report**

**Recommendation:**

That Council of the City of Kenora hereby receives the 2011 Annual Coney Island Contract Report, as prepared by Barbara Manson, Parks Supervisor, for the year 2011.

**Recommendation Approved.**

**HKasprick**

**6. Tender – Garden and Shrub Bed Contract (2012 – 2014)**

**Recommendation:**

That the following tenders for the supply, delivery and planting of 2,000 dozen bedding plants, garden maintenance and shrub maintenance for the City of Kenora be received:

Debbie’s Greenhouse (\$118,085.00 per year)	\$313,500.00 + HST
Lori Gray Horticulture (\$98,005.00 per year) ;and further	\$266,500.00 + HST;

That the tender submitted by Lori Gray Horticulture, in the amount of \$266,500.00, plus HST, be hereby accepted for the Garden & Shrub Bed Maintenance Contract for the years 2012, 2013 and 2014 (\$98,005.00 per year), pending overall 2012 Operational Budget approval.

**Recommendation Approved.**

**HKasprick**

**7. Garden and Shrub Bed Contract – 2011 Year End Report**

**Recommendation:**

That Council of the City of Kenora hereby receives the 2011 Annual Bedding Contract Report, as prepared by Barbara Manson, Parks Supervisor, for the year 2011.

**Recommendation Approved.**

**HKasprick**

**8. Public Washroom Contract (2012 – 2014)**

**Recommendation:**

That the following tenders for the supply and delivery of the cleaning, garbage pick-up, beach raking and opening and closing of the listed 8 public washrooms, be received:

Stover Services (Mid Canada Cleaning)	\$ 71,292.00 + H.S.T.
Cottage Country	73,000.00 + H.S.T.
MTO Janitorial Services	91,983.20 + H.S.T.
Kevin & Gayle Cahill	225,000.00 + H.S.T.,

;and further

That the tender received from Stover Services (Mid Canada Cleaning), for the years 2012, 2013 and 2014, in the amount of \$71,292.00 + HST, be hereby accepted.

**Recommendation Approved.**

**HKasprick**

**9. Traffic By-law Amendment – Second Avenue East Signage**

**Recommendation:**

That the City of Kenora Traffic Regulation By-law 127-2001 be amended to include the following addition to Schedule "P" – Yield Intersections for Second Avenue East at Fourth Street South:

**Add:**

**Column 1**

Intersection:

**Column 2**

Facing Traffic:

Second Avenue East  
Rocky Heights Road and  
Fourth Street South

North bound on Second Ave E

**Amended Recommendation:**

That the City of Kenora Traffic Regulation By-law 127-2001 be amended to include the following addition to Schedule "P" – Yield Intersections for Second Avenue East at Fourth Street South:

**Add:**

**Column 1**

Intersection:

**Column 2**

Facing Traffic:

Second Avenue East

North bound on Second Ave E

Rocky Heights Road and  
Fourth Street South  
; and further

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

**Recommendation Approved (resolution & by-law).**

**HKasprick**

**10. Water Meter Reading**

**Recommendation:**

That Council hereby approves the hiring of a general labourer for the water and sewer department to complete meter reading duties.

**Discussion:** Kenora Hydro has read our water meters in conjunction with the hydro meters up to this date. Kenora Hydro has converted to a Smart Meter system where it is no longer required to manually read the hydro meters. The meter reader is also retiring which leaves the City without anyone to read the water meters. There are other options to electronically read the meters, however, the position could be used in the water department when the employee is not reading meters and the cost of those electronic options are significant.

**Recommendation Approved.**

**HKasprick**

**Next Meeting:**

- Monday, January 9, 2012

**Motion - Adjournment to Closed Meeting:**

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

That pursuant to Section 239 (3.1) of the Municipal Act, 2001, as amended, authorization is hereby given for Council to move into Closed Session at 5:23 p.m. this date for the purpose of educating/training Members; and further

That at this meeting no Member will discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of Council.

**Reconvened to the Open Meeting:**

**2. Moved by S. Smith, Seconded by R. McMillan & Carried:-**

That Council hereby reconvenes to Open Session at 5:54 p.m. with no reports.

**The Meeting adjourned at 5:54 p.m.**