



# Minutes

Monday, July 11, 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
- S. McDowall, HR Manager
- C. Neil, Recreation Services Manager
- R. Perchuk, Manager of Operations
- W. Brinkman, Emergency Services Manager
- C. Edie, Municipal Treasurer
- 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 July 18<sup>th</sup>, 2011 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**

Councillor Louis Roussin declared a direct pecuniary interest as it relates to Agenda Item number 1 the report on the Library Operational Review. This direct pecuniary interest relates to his spouse who is employed by the Library.

## **C. Confirmation of Previous Committee Minutes Motion:**

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

That the Minutes from the last regular Committee of the Whole Meeting held June 13, 2011, be confirmed as written and filed.

## **D. Presentations/Deputations Fellowship Centre**

Bill Cameron Described the services that the Fellowship Centre offers and what services they provide to the community. The Centre has been in Kenora since 1964 and offers a hostel and soup kitchen to those in need.

For the homeless or transients persons this is the only emergency Centre in Kenora and provides an environment for them to feel safe and secure. There are toilet facilities available for all and hostel patrons get their clothes washed and a shower daily. The Fellowship Centre is a local \$480,000 business which hires 12 full time people and provides regular employment. Their local donations were \$39,000 in 2009 and \$32,178 in 2010. Funding for a 5 month winter hostel started in 1998 and since then various different government agencies have supplied the money to hire shelter workers. Without funding, they have to raise an additional \$89,400 for wages and raise the \$23,178 for supplies, food and operating expenses. The government funding stopped in April 2010 and are now seeking support from all Foundations, Corporations as well as the municipality. They are asking the City to cover the utility (water and sewer) charges as well as the recycling charges in the amount of \$12,000. Mayor Canfield thanked Mr. Cameron for his presentation and asked him to formally make his request in writing for consideration.

### **E. Reports:**

#### **Community & Protective Services**

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

**Councillor Roussin left the meeting during the Library Operational Review discussion.**

##### **1. Library Operational Review**

Councillor Rory McMillan, who is the Council representative on the Library Board reported that they did meet following the Special Council meeting and an operational review committee has been established. The Board anticipates getting the Terms of Reference (TOR) to Council in the near future and Council may consider a special meeting so that the process can move forward. Councillor Smith has requested a financial analysis of the Pannabaker Fund and would like to know exactly where the additional funds we have approved are going to. CAO Karen Brown indicated that the Library Board has indicated that there are not sufficient funds allocated in the 2011 budget to maintain current operations. She further indicated that the financial analysis will help clarify the budgeting issues.

#### **Corporate Services**

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

**Councillor Roussin returned to the meeting.**

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

Councillor Roussin updated Committee with KDSB activities. He indicated that each division in the KDSB is going through an operational review that will become a separate cost centre. Much focus has been placed on zero based budgeting. The original building design for the new Land Ambulance base has been sent back for review with a new design which is smaller,

more functional, and he is anticipating that the new design will be approved at the next governance meeting. This will include a revised cost of the building which should be considerably less. They are also looking at an overall KDSB integration of various divisions and the databases in which they collect and retain information. The intent is to have the data gathered and will go into a central database which will also save a great deal of money. The organizational review will be relating to risk management and zero based budgeting with the training for managers and KDSB will be addressing all municipalities for cost sharing in all training. In the zero based budgeting process they will be asking all the municipalities if there is interest in the initial process and if the municipality would want to sit in on the initial training, as well as a cost sharing for bringing in the consultant.

**2. Appointment to Environmental Advisory Committee**

**Recommendation:**

That Jeff Struth, Environment Coordinator for the Lake of the Woods District Property Owners' Association (LOWDPOA) be hereby appointed as the LOWDPOA representative on the Environmental Advisory Committee to fill the current vacancy; and further

That in keeping with the other Committee appointments, this term shall be in effect until November 30, 2012.

**Recommendation Approved.**

**HKasprick**

**3. Fabric of Diversity Conference**

**Discussion:**

This conference is being held in September and has requested that the City of Kenora assist them by allowing free use of the tent on the Harbourfront to host the event. This matter has been referred to the Lake of the Woods Development Commission who manages the tent and special events. Heather will respond to the request and forward to Jennifer Findlay for their consideration.

**HKasprick**

**4. POA Write Off's**

**Recommendation:**

**THAT** Council of the City of Kenora approve the write off receivables list from the Provincial Offences department for the period of January 1, 2004 to December 31, 2004 in the amount of \$524,284.09.

**Recommendation Approved.**

**HKasprick**

**5. Receipt and Approval of Various Committee Minutes**

**Recommendation:**

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

- June 2 – Special Committee of the Whole Meeting
- June 13 – Committee of the Whole Meeting
- June 14 – Property & Planning Committee Meeting

- June 14 – Environmental Advisory Committee
- June 21 – Committee of Adjustment & Planning Advisory Committee
- June 28 – Lake of the Woods Museum Board; and

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

- May 25 – Kenora Police Services Board
- May 27 - Northwestern Health Unit Board of Health; and further

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

**Recommendation Approved.**

**HKasprick**

## **Economic Development**

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

**No Reports.**

Council was reminded of the Lake of the Woods Development Commission Annual General Meeting to be held on Thursday, July 21<sup>st</sup> at 4:30 p.m. (appetizers) with the meeting starting at 5:00 p.m. at the new Discovery Centre. The meeting is open to the public.

## **Finance**

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

### **1. 2010 Annual Report and Audited Financial Statements**

**Recommendation:**

That Council approve the 2010 City of Kenora Annual Report, including the 2010 audited financial statements for the City; and further

That a copy of this report be made available for public viewing on the City's portal, as well as the front desk at City Hall.

**Recommendation Approved.**

**HKasprick**

### **2. Financial Statements – May, 2011**

**Recommendation:**

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

**Recommendation Approved.**

**HKasprick**

Council was reminded of the Lake of the Woods Property Owners Association meeting on Thursday at 10:30 a.m.

## Operations Committee

Councillor McKay, Chair reviewed the Committee reports:-

### 1. Keewatin Standpipe –Repaint Project – Agreement

#### Recommendation:

**That** Council give three readings to a by-law to authorize the entering into an agreement with Jacques Daoust Coatings Management Inc. (JDCMI), for the re-painting of the interior and exterior of the Keewatin Standpipe.

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

HKasprick

### 2. One Call – Call Before You Dig System

#### Recommendation:

**That** authorization be hereby given for the Corporation of the City of Kenora to join the Ontario One Call system; and further

**That** the Council of the City of Kenora hereby supports and endorses a provincial initiative.

**Recommendation Approved.**

HKasprick

### 3. School Crossing Guard Tender -Two Year Contract : 2011-2012 and 2012-2013

#### Recommendation:

That the only tender to provide School Crossing Guard Service for the 2011-2012 school year and the 2012-2013 school year, excluding HST, be received:

Alpine Janitorial (Kenora) Inc.	
Year 2011 – 2012	\$49,914 + HST
Year 2012 – 2013	\$52,170 + HST

That the tender received from Alpine Janitorial (Kenora) Inc., in the amount of \$102,084.00, excluding HST, be hereby accepted.

**Recommendation Approved.**

HKasprick

### 4. Traffic Regulation By-Law Amendment – Schedule “B” No Parking Areas–Tow Away Zone – Bernier Drive

#### Recommendation:

**That** the City of Kenora amending By-law 172-2008, to Traffic Regulation By-law No. 127-2001 be amended to include the following change to Schedule “B” No Parking Areas – Tow Away Zone – Bernier Drive;

#### Amend:

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Column 4</u>
STREET/HIGHWAY	LOCATION	SIDE	TIME
Bernier Drive	From 2 <sup>nd</sup> Street South northerly for 53 metres	West	Anytime

**To Read:**

<u>Column 1</u> STREET/HIGHWAY	<u>Column 2</u> LOCATION	<u>Column 3</u> SIDE	<u>Column 4</u> TIME
Bernier Drive	From 44 metres north of 2 <sup>nd</sup> Street South northerly for 9 metres	West	Anytime

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

**HKasprick**

**5. Traffic Regulation By-Law Amendment – Schedule “B” No Parking Areas–Tow Away Zone – Water Street**

**Recommendation:**

**That** the City of Kenora Traffic Regulation By-law 127-2001 be amended to include the following change to Schedule “B” – No Parking Area – Tow Away Zone – Water Street.

**Amend:**

<u>Column 1</u> STREET/HIGHWAY	<u>Column 2</u> LOCATION	<u>Column 3</u> SIDE	<u>Column 4</u> TIME
Water Street	From 106 metres south of 2 <sup>nd</sup> Street South, southerly for 35 metres	West	Anytime

**To Read:**

<u>Column 1</u> STREET/HIGHWAY	<u>Column 2</u> LOCATION	<u>Column 3</u> SIDE	<u>Column 4</u> TIME
Water Street	From 106 metres south of 2 <sup>nd</sup> Street South, southerly for 25 metres	West	Anytime

**Amend:**

<u>Column 1</u> STREET/HIGHWAY	<u>Column 2</u> LOCATION	<u>Column 3</u> SIDE	<u>Column 4</u> TIME
Water Street	From 153 metres south of 2 <sup>nd</sup> Street South, southerly for 23 metres	West	Anytime

**To Read:**

<u>Column 1</u> STREET/HIGHWAY	<u>Column 2</u> LOCATION	<u>Column 3</u> SIDE	<u>Column 4</u> TIME
Water Street	From 157 metres south of 2 <sup>nd</sup> Street South, southerly for 18 metres	West	Anytime

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

**HKasprick**

**Other Business:**

**AMO Conference** – the package has been reduced to five Ministers for requests for delegation meetings at the upcoming AMO Conference. The package details will be circulated to Council for review and Council is requested to have any changes back to Heather by Tuesday afternoon.

**Next Meeting:**

- Monday, August 8, 2011.

**Motion - Adjournment to Closed Meeting:**

**That** this meeting be now declared closed at 4:42 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 matters:-

- i) **Personal Matter about an Identifiable Individual**

**Committee reconvened to the Open Meeting at 5:17 p.m.**

As there was no report from the Closed Session, the meeting was declared closed at 5:18 p.m.