



City of Kenora Committee of the Whole Agenda

Monday, November 14, 2011

3:30 p.m. to 6:30 p.m.

City Hall Council Chambers

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 November 21 meeting:-

- An amendment to the 2011 Municipal Budget for the purpose of funding the CUPE Pay Equity Plan from the City's Contingency Reserve;
- Adoption of a Consolidated Tariff of Fees & Charges By-law.

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:

That the Minutes from the last regular Committee of the Whole Meeting held October 11, 2011 be confirmed as written and filed.

D. Presentations/Deputations

3:30 p.m. Conference Call with Jim Bruzzese of BMA Consulting

Re: Water/Wastewater long term financial plan (O.Reg. 453/07).

4:00 p.m. Susan McLeod, LOWDPOA Year End Report

Re: Summer Lake Program

E. Reports:

Community & Protective Services

Councillor Drinkwater - Chair

Item Subject

Disposition

1. Emergency Management MOU with the Canadian Red Cross

Recommendation:

That Council of the City of Kenora enters into a Memorandum of Agreement with the Canadian Red Cross Society for the purposes of Registration and Inquiry, Emergency Lodging, Emergency Food, Personal Services and Health Care, and Emergency Clothing.

2. Municipal Emergency Management Statement of Completion

Recommendation:

That Council of the City of Kenora receives and accepts the legislated requirement of Emergency Management Ontario that the City of Kenora has completed all the necessary requirements of the Emergency Management and Civil Protection Act RSO 1990 and Ontario Regulation 380/04 for the calendar year of 2011.

3. Annual Compliance Report pursuant to Fire Protection Act

Recommendation:

That Council of the City of Kenora receives and accepts the legislated requirement of clause 2(1)(a) of the Fire Protection and Prevention Act, 1997 that the City of Kenora has completed all the necessary requirements of the Fire Protection and Prevention Act, 1997 for the calendar year of 2011.

4. Hockey Kids for Cancer Research

Recommendation:

That Council of the City of Kenora denies the sponsorship request from the Kenora Hockey Kids for Cancer Research 4th Annual fundraising tournament; and

That the Kenora Hockey Kids for Cancer Research be encouraged to seek support from the Lake of the Woods Regional Community Foundation; and further

That Council wishes the Kenora Kids for Cancer Research every success in their noble efforts to raise awareness and funds for cancer research.

5. Rotary New Years Eve

Recommendation:

That approval be given for the Kenora Recreation Centre to remain open from 4:00 p.m. to 8:00 p.m. December 31st, 2011 for families and individuals to participate in recreation on the New Year's Eve Statutory Holiday; and

That the City of Kenora will cover the cost of the facility rentals; and further

That all staffing and additional costs for this event be covered by the Kenora Rotary Club.

6. Youth Council – Terms of Reference

Recommendation:

That further to Council's October 17 request for development of a Terms of Reference for establishment of a Volunteer Youth Council, Council hereby gives three readings to a by-law to establish a Terms of Reference for a City of Kenora Volunteer Youth Council; and further

That following adoption of the by-law, arrangements be made by Administration to advertise for applications with a view to having the Youth Council established in January, 2012 for the start-up term.

7. Museums Assistance Program Grant

Recommendation:

That Council of the City of Kenora approve the application and act as applicant on behalf of the Lake of the Woods Museum for an Exhibition Circulation Fund grant through the Museums Assistance Program (MAP) of Canadian Heritage for the exhibit Voices of the Town: Vaudeville in Canada.

Corporate Services

Councillor McMillan, Chair

Item	Subject	Disposition
1.	K.D.S.B. Report from Councillor Roussin	Monthly Update

2. CUPE Pay Equity Review

Recommendation:

That Council of the City of Kenora hereby approve the CUPE Pay Equity Plan between the Corporation of the City of Kenora and CUPE Local 191; and

That in accordance with Notice By-law #144-2007, Council hereby provides notice that it intends to amend its 2011 operating budget at its November 21st meeting; and further

That Council hereby gives three readings to a by-law to amend the 2011 budget for this purpose with funding to be appropriated from the City's Contingency Reserve.

3. Letter of Understanding – CUPE – Tourism Department

Recommendation:

That Council of the City of Kenora hereby approves the Letter of Understanding with respect to hours of operation for the Tourism Department that will form part of the current Collective Agreement between the Corporation of the City of Kenora and CUPE Local 191; and further

That Council give three readings to a by-law for this purpose.

4. 2012 Council Meeting Schedule

Recommendation:

That Council hereby approves the 2012 Schedule of Committee and Council Meetings as attached to the October 20 report of the City Clerk in accordance with Council's Rules of Order and Procedure.

5. Council Remuneration

Recommendation:

That Council hereby approves an amendment to Council Remuneration to reflect the following rates effective January 1, 2012:

Annual Remuneration:

Mayor - \$29,526.00

Council - \$14,763.00

Per Diem:

Mayor and Council - \$162.00; and

That staff be directed to develop a policy that will ensure that Council will receive an annual adjustment that is the same annual percentage increase as received by the Non-Union Group commencing in 2013, with the 2013 adjustment being equal to the combined 2012 and 2013 economic adjustments, and thereafter based on the actual annual percentage adjustment given; and further

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

6. Marriage Commissioner Contracts

Recommendation:

That Council give three readings to a by-law to authorize the execution of Marriage Commissioner Contracts with Jane Van Toen and Jan Fletcher, under the same terms and conditions for the provision of Civil Marriage Solemnization Services for the period commencing January 1, 2012 to December 31, 2014.

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7. New Tariff of Fees & Charges Comprehensive By-law

Recommendation:

That Council give three readings to a by-law to authorize a consolidated Tariff of Fees & Charges for the City of Kenora in keeping with the number of amendments made to-date; and

That public notice is hereby given that Council intends to adopt the new by-law at its November 21, 2011 meeting; and further

That this by-law shall take effect and come into force upon third and final reading, thereby repealing By-law Number 147-2007, as amended.

8. POA Collection Costs By-law

Recommendation:

Whereas the Provincial Offences Act provides authority for a municipality to collect fines levied in respect of proceedings under Parts I, II and III, including costs and fees of the Provincial Offences Act and to enforce their payment; and

Whereas the Provincial Offences Act provides the ability of a municipality to collect any other charge as permitted with written consent of the Attorney General when obtained in advance; and

Whereas the Municipal Act provides authority for a municipality, if it uses a registered collection agency to recover debt, including the collection agency’s reasonable costs of collection of the said debt; and

Whereas the Municipal Act provides authority for a municipality to pass by-laws to impose fees or charges on any class of persons, for costs payable by it for services or activities provided, or done by, or on behalf, of any municipality or local board;

Now therefore be it resolved that Council gives three readings to a by-law to establish fees and charges for the costs of collection of Provincial Offences fines that are due and unpaid; and further

That these collection agency recovery costs be set at a range between 10 and 20 percent.

9. POA Prosecution Contract Extension

Recommendation:

That Council approves the extension of Contract between Al Farrer, POA Prosecutor and the City of Kenora for POA prosecution services to December 31, 2012 under the same terms and conditions as the existing contract.

10. Various Committee Minutes

Recommendation:

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

- August 25 & September 20– Planning Advisory Committee
- October 11 – Committee of the Whole
- October 12 & October 31 – Kenora Transit Commission
- October 18 – Kenora Community Policing Committee

- October 25 – Lake of the Woods Museum Board
- October 27 – Heritage Kenora

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

- September 14 - Kenora Police Services Board
- September 16– Northwestern Health Unit Board of Health
- September 29 - District of Kenora Home for the Aged; and further

That these Minutes be circulated and ordered filed.

- 11. Announcement of Proclamation** **Information Only**
 Restorative Justice Week – November 13 - 20

Economic Development

Councillor Smith - Chair

Item	Subject	Disposition
1.	Hours of Work – NWBC Manager Report Recommendation.....to follow

Finance

Councillor Lunny - Chair

Item	Subject	Disposition
1.	AbiBow Canada Inc. – Sec. 357 Application Recommendation:
	That the Section 357 Application from AbiBow Canada Inc. for buildings deemed "Damaged and Substantially Unusable", effective January 1 st 2010 to December 31 st , 2010, be denied.	
2.	Final Analysis – Kenora Police Service Recommendation:
	That Council of the City of Kenora hereby receives the Final Report on the Kenora Police Service (KPS) Disbandment as prepared by Charlotte Edie and Lisa Oakes.	
3.	Handi Transit – One Time Contribution Recommendation:
	That Council consider the request by the Handi Transit Board to provide one time funding to be applied to the accumulated deficit of \$25,658 of the Kenora Handi Transit at December 31, 2009.	

That the recommended contribution be one half of the accumulated deficit at December 31, 2009 or \$12,829 subject to the restriction of future surpluses being transferred to the City held bus replacement reserve.

4. Kenora Health Care Centre – Mortgage Debt Guarantee

Recommendation:

Whereas Kenora City Council provided financing to the Kenora Health Care Centre for the purchase, rehabilitation and expansion of the Kenora Medical Clinic with the intent of establishing a state of the art medical facility in the City of Kenora; and whereas it was resolved that the Kenora Health Care Centre was directed to pursue external financing options to pay out the loan balance to the City; and

Whereas the City is required to provide a guarantee in order to assist the Kenora Health Care Centre in securing the external financing; and

Whereas that goal has now been achieved;

Now therefore be it resolved that the City of Kenora guarantee the external financing of the Kenora Health Care Centre (KHCC) up to a maximum of \$7.6 million with a maximum term of 10 years and amortized over 30 years, provided the City receives security for the said guarantee in the form of a first collateral charge/mortgage on the land, enforceable in the event that the guarantee is called; and

That the Corporation of the City of Kenora be authorized to discharge the current Debentures on title to the property owned by the Kenora Health Care Centre; and further

That Council give three readings to a by-law for this purpose thereby authorizing the Mayor and Clerk to execute any and all documents required to complete this transaction.

5. Miscellaneous Council Expenses

Recommendation:

That authorization be hereby given for the following travel/meeting attendances for Members of Council:-

- **Councillor McKay** - October 13, 2011 travel to Dryden to attend the Standard of Care Safe Drinking Water Act training
- **Mayor Canfield** – November 3, 2011 travel to Ottawa to attend a Woodworks Award Banquet; and further

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

6. Prosperity Trust Fund

Recommendation:

That Council hereby accept the report on the Kenora Citizens’ Prosperity Trust Fund.

7. Section 357 – Cancellation and Refund of Taxes

Recommendation:

That the Section 357 tax adjustments totaling \$2,641.11, (plus applicable penalty adjustment), with potential refunds of \$1,399.36, be approved.

8. September Financial Statements

Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at September 30, 2011.

9. Transit Route Report

Recommendation:

That Council approve the proposed improvements to the current Kenora Transit routes recommended by the Kenora Transit Authority Committee as of January 1, 2012; and

That Council approves the amended and new route maps which are attachments to By-Law 128-2007; and further

That Council hereby gives three readings to a by-law to amend By-law #128-2007 to extend the term of the contract to December 31, 2012 in accordance with the terms of that by-law, as well as amend Schedules A and B to that By-law to reflect the amended routes.

10. Water & Wastewater Long Range Financial Plan

Recommendation:

That Council hereby approves the Water and Wastewater Long Range Financial Plan Forecast attached to the November 8th report of Charlotte Edie, as required under the Safe Drinking Water Act and Ontario Regulation 453/07.

Operations Committee

Councillor McKay - Chair

Item	Subject	Disposition
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1. Annual Washroom Contract

Recommendation:

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

2. Snow Plowing/Parkade Snow Removal – Quotations

Recommendation:

That the following quotations for graders for Snow Plowing of Municipal Streets, be received;

Grader	Pioneer Construction	\$160.00/hr	HST extra
Grader	Hugh Munro Construction	\$178.50/hr	HST extra

That the quotation from Pioneer Construction, in the amount of \$160.00/hr, and the quotation from Hugh Munro Construction, in the amount of \$178.50/hr, HST extra, be hereby accepted.

3. Traffic Regulation By-law – Disabled Parking Bernier Drive

Recommendation:

That Council give three readings to a by-law to amend City of Kenora Traffic Regulation By-law 127-2001 to include the following amendments to Schedule "B" – No Parking Areas –Tow Away Zone, Schedule "D" - 45° Angle Parking Areas, Schedule "G" – Parking Meter Zones and Schedule "K" - Disabled Parking on Streets and Highways for Bernier Drive:-

Schedule "B" – No Parking Areas – Tow Away Zone

Column 1	Column 2	Column 3	Column 4
STREET/HIGHWAY	LOCATION	SIDE	TIME

AMEND: Bernier Drive	From Roundabout, southerly for 121 metres	West	Anytime
TO READ: Bernier Drive	From Roundabout, southerly for 132 metres	West	Anytime

Schedule "D" – 45° Angle Parking Areas

Column 1 STREET	Column LOCATION	Column 3 SIDE
DELETE: Bernier Drive	From 13 metres north of 1 st Street South, northerly for 43 metres	West

Schedule "G" – Parking Meter Zones

Column 1 STREET	Column 2 PART OF STREET	Column 3 SIDE
DELETE: Bernier Drive	From 13 metres north of 1 st street south northerly for 43 metres	West
ADD: Bernier Drive	From 132 metres south of Roundabout southerly for 35 metres	West

Schedule "K" – Disabled Parking on Streets and Highways

Column 1 STREET	Column 2 LOCATION	Column 3 SIDE	Column 4 TYPE OF	Column 5 # OF SPACES
DELETE: Bernier Drive	From 196 metres north of 2 nd Street South, northerly for 7.8 metres	West	45°	2
ADD: Bernier Drive	From 175 metres north of 2 nd Street South, northerly for 5 metres	East	45°	1

Other:

Next Meeting:

- Monday, December 12, 2011

Motion - Adjournment 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 Committee to move into a Closed Session to discuss items pertaining to the following:-

- i) **Disposition of Land Matter**
- ii) **Personal Matter about an Identifiable Individual**

Adjournment.