



# Minutes

## Committee of the Whole

Monday, November 14, 2011

3:30 p.m.

City Council Chambers

**Action**

**Present:** Mayor-for-the-Day, Student Emily Bernie  
Mayor D. Canfield  
Councillor C. Drinkwater  
Councillor R. Lunny (arrived late)  
Councillor R. McKay  
Councillor R. McMillan  
Councillor L. Roussin  
Councillor S. Smith  
Councillor-in-Training, Student Beth Williams  
Councillor-in-Training, Student Ju Young Lee  
Councillor-in-Training, Student Karalea Cantera  
K. Brown, CAO  
W. Brinkman, Emergency Services Manager  
M. Vogrig, Municipal Engineer  
S. McDowall, HR Manager  
C. Neil, Recreation Services Manager  
C. Edie, Treasurer  
J. McMillin, City Clerk  
J. Findlay, EDO  
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 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;
- Adoption of a new Remuneration By-law for Council.

### **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 Roussin made a Declaration with respect to the Special

Committee of the Whole Meeting held November 1<sup>st</sup> at which he was not in attendance, with respect to the Operational Review of the Kenora Library as his wife is an employee of the Library.

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

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

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).

A Power Point Presentation was provided during the Conference Call with Consultant Jim Bruzzese regarding the Water/Wastewater review, with an opportunity for questions and answers.

It was noted the recommended annual rate requirement increase from 2012-2017 is 10% of the combined water/wastewater increase. It was explained that capital and inflationary rates are included for operation and capital purposes, with wage increases and higher energy costs also built in.

It was asked if there would be any capital funding from upper levels of government in conjunction with this program and it was noted that since provincial programs are not consistent and vary from year to year by the government one thing they expect is for the municipality to be ready from a financial aspect; the province has not made an indication that funding would be available however if it does the applicable adjustment would be made accordingly.

It was noted that at the end of 12 years Kenora would still be looking at a significant deficit and there will still be a gap and any provincial funding could go towards same. Debt issuance was referenced as a means to address this sooner and Mr. Bruzzese mentioned it is an option but to make sure there are sufficient funds to address annually regarding the ongoing needs.

Mr. Bruzzese was thanked for his presentation which ended at 4:00 p.m.

**4:00 p.m. Susan McLeod, Executive Director/LOWDPOA  
Year End Report**

Re: Summer Lake Program

Ms McLeod thanked her City contact Jennifer Findlay for arranging the opportunity for her to come and talk to Committee, which included highlighting the 2011 LakeSmart Project. Students were hired and primarily travelled on Lake of the Woods (in total reached out to more than 400 area lakefront owners), and educated waterfront property owners on the importance of healthy shorelines. In addition to the time spent on the

water the LakeSmart Team were active at the weekly Farmers' Market, took part in LOWDPOA DockTalk presentations in the area and spoke to a number of interested community groups.

Ms McLeod covered the benefits of the program, as well as the goals and objectives and considerations for 2012. Jennifer Findlay advised that through the Commission with the City sponsoring the program it is easy to be a partner in the project and that next year students will attend the Discovery Centre and workshops will be available in conjunction with the program.

Recognition was given to the City's Mike Mostow for his involvement, and it was noted that Ms McLeod is involved with the City's Environmental Advisory Committee.

In closing Mayor Canfield commented this is a fantastic and educational program and we look forward to the continuation of the program.

Ms McLeod was thanked for her report and left the meeting at 4:10 p.m.

### **E. Reports:**

## **Community & Protective Services**

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

### **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; and further

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

#### **Discussion:**

Reference as made to the cost associated with this agreement, however it was noted the monies we expend are recovered from the province and Chief Brinkman believes it is money well spent as this service is difficult to do on our own with limited resources. The Red Cross is able to assist and provide the necessary supplies on an as required basis during an emergency.

Reference was made to the cost of insurance and Chief Brinkman was asked to check with our Insurers with respect to an endorsement for coverage on our policy, and how that may affect the City's insurance.

Chief Brinkman will try to provide further information to Council on these items prior to Monday's meeting in order for the MOU to go forward for

**WBrinkman**

adoption.

**Recommendation to go forward to Monday's** meeting (resolution and by-law).

**JMcMillin**

**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.

**JMcMillin**

**Recommendation approved.**

**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.

**JMcMillin**

**Recommendation approved.**

**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 4<sup>th</sup> 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.

**JMcMillin**

**Recommendation approved.**

It was noted this group was successful in getting funding through the Foundation which the City contributes to, so we are indirectly supporting them through taxes, as well as they receive, as do other groups a reduction in ice rental rates.

**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 31<sup>st</sup>, 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.

**Recommendation approved.**

It was noted this will be the third year for this event which has proven to be successful.

**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.

**Recommendation approved** (resolution and by-law).

Mayor Canfield deferred to Councillor McMillan as the Designate on the Youth Council, as outlined in the Terms of Reference.

**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.

**Recommendation approved.**

**Corporate Services**

**Councillor-in-Training Beth Williams introduced the Committee reports:-**

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

Councillor Roussin advised there hasn’t been a meeting for a couple months but they will be meeting on Thursday, November 17<sup>th</sup>. The land ambulance construction has started and KDSB will be requesting municipalities in the district for financial assistance. Councillor Roussin noted that while KDSB had started and was well on its way to an organizational/operational review, Tony Thurbide, Director of Finance has

**JMcMillin**

**JMcMillin**

**JMcMillin**

resigned and she was an integral part of this process.

## **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 21<sup>st</sup> 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.

**Recommendation approved** (resolution and by-law).

**JMcMillin/  
HKasprick**

## **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.

**Recommendation approved** (resolution and by-law).

**JMcMillin/  
HKasprick**

## **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.

**Recommendation approved.**

**JMcMillin**

## **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.

**Discussion:**

Councillor McMillan advised there has been no increase in Council Remuneration for almost 12 years and it is appropriate to be coming forward now at budget time. It was noted the CAO's report sets out good options and explanations as to how to proceed on a forward basis. The recommended remuneration amounts, as in the past, include monthly mileage. The per diem rate would increase from \$125 to \$162. It was discussed that while the increase is fair and conservative, Kenora is still lower than other municipalities in the province. It is being recommended that on a forward basis remuneration would increase in line with the non-union staff adjustments.

The Recommendation was amended to provide for public notice as per the Notice By-law:-

**Amended 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

That public notice is hereby given that Council intends to adopt a revised Remuneration By-law at its November 21 meeting; and further

That the appropriate by-laws with respect to the municipal policies requiring to be adopted and which are affected by the new by-law be adopted at this time.

**Recommendation approved as amended** (resolution and applicable by-laws: 1) Remuneration; 2) Per Diem Policy).

**JMcMillin/  
HKasprick**

**The new policy regarding the annual increase will go forward to the December Committee of the Whole meeting.**

**JMcMillin**

**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.

**Recommendation approved** (resolution and by-law).

**JMcMillin**

**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.

**Recommendation approved** (resolution and by-law).

**JMcMillin**

**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.

**Recommendation approved** (resolution and by-law).

**JMcMillin**

### **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.

**Recommendation approved.**

**JMcMillin**

### **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.

**JMcMillin**

**Recommendation approved.**

### **11. Announcement of Proclamation**

Councillor-in-Training Beth Williams read the "Restorative Justice Week – Proclamation being proclaimed for the week of November 13 – 20, 2011.

## **Economic Development**

**Councillor-in-Training Karalea Cantera introduced the Committee reports:-**

**1. Manager – Northwest Business Centre**

**Recommendation:**

That the City of Kenora authorize an increase in hours of work for the Manager, Northwest Business Centre from 37.5 to 40 hours per week, effective November 28, 2011.

**Discussion:**

Jennifer reviewed the rationale for requesting the increase in hours for this position.

Karen recommended the item be referred to the 2012 budget deliberations even though there is a minimal budget impact, it should be discussed at budget time with other related items.

**Committee agreed this item be referred to the 2012 budget discussions with other similar requests under the Lake of the Woods Development Commission.**

**KBrown**

**2. NOHFC – Letter of Agreement**

**Recommendation:**

That Council give three readings to a by-law to authorize the execution of the Transfer Payment Agreement between Northern Ontario Heritage Fund Corporation (NOHFC) and City of Kenora; and further

That the Mayor and Clerk be authorized to execute said Agreement.

**Recommendation approved** (resolution and by-law).

**JMcMillin/  
HKasprick**

**Finance**

**Councillor Roussin, Vice-Chair reviewed the Committee reports:-**

**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<sup>st</sup> 2010 to December 31<sup>st</sup>, 2010, be denied.

**Revised Recommendation:**

That based on the application details and property circumstances as known to the City as of this date, the Section 357 Application from AbiBow Canada Inc. for buildings deemed "Damaged and Substantially Unusable", effective January 1<sup>st</sup> 2010 to December 31<sup>st</sup>, 2010, be denied; and

That Council allow the applicant, if they so choose, to make representation in respect of this application during the open meeting of Council to be held November 21, 2011 through the deputation process; and further

That Council may consider any further details which come forward during such representation or by other means in making its' final determination.

**Recommendation approved as revised.**

**JMcMillin**

It was noted there may be a Deputation before Council at Monday's meeting regarding this matter.

**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.

**JMcMillin**

**Recommendation approved.**

**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.

**Discussion:**

It was questioned if this can wait until the end of this year to make the determination. It was explained the Handi Transit Board is a hard working group of volunteers who conduct regular fundraising to help reduce the deficit with those dollars, and while the funds could be used for something else by the Board they help with the deficit. Councillor Drinkwalter recognized how hard working the Board is and requested Committee to approve same on Monday.

**JMcMillin**

**Recommendation approved.**

**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.

**Recommendation approved** (resolution and by-law).

**JMcMillin**

#### **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.

**JMcMillin**

**Recommendation approved.**

#### **6. Prosperity Trust Fund**

##### **Recommendation:**

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

**JMcMillin**

**Recommendation approved.**

#### **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.

**Recommendation approved.**

**JMcMillin**

**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.

**JMcMillin**

**Recommendation approved.**

**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.

**Recommendation approved** (resolution and by-law).

**JMcMillin/  
HKasprick**

**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 8<sup>th</sup> report of Charlotte Edie, as required under the Safe Drinking Water Act and Ontario Regulation 453/07.

It was explained there will be a report coming forward to the December Committee of the Whole meeting with a recommendation for a rates increase by by-law which will have an effective date of January 1, 2012 for which public notice will be required.

**JMcMillin**

**Recommendation approved.**

**Operations Committee**

**Councillor-in-Training Ju Young Lee introduced the Committee reports:-**

**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.

**Recommendation approved.**

**JMcMillin**

**2. Snow Plowing/Parkade Snow Removal – Quotation**

**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.

**Recommendation approved.**

**JMcMillin**

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

**Schedule "D" – 45° Angle Parking Areas**

Column 1	Column 2	Column 3
Street	Location	Side
DELETE: Bernier Drive	From 13 metres north of 1 <sup>st</sup> Street South, northerly	West
	for 43 metres	

**Schedule "G" – Parking Meter Zones**

Column 1	Column 2	Column 3
Street	Part Of Street	Side
DELETE: Bernier Drive	From 13 metres north of 1 <sup>st</sup> street south northerly	West
	for 43 metres	
ADD: Bernier Drive	From 132 metres south of Roundabout southerly	West
	for 35 metres	

**Schedule "K" – Disabled Parking on Streets and Highways**

Column 1 Street	Column 2 Location	Column 3 Side	Column 4 Type Of	Column 5 # Spaces
DELETE: Bernier Dr	From 196 metres North of 2 <sup>nd</sup> Street South, northerly for 7.8 metres	West	45°	2
ADD: Bernier Drive	From 175 metres North of 2 <sup>nd</sup> Street South, northerly for 5 metres	East	45°	1

**Recommendation approved** (resolution and by-law).

**JMcMillin/  
HKasprick**

**Other**

Members of Council made presentations to each of the students attending today's meeting as a result of their participation in the Local Government essay contest, and thanked them for their interest in City Council and extended best wishes in their future endeavours.

**Next Meeting:**

- Monday, December 12, 2011

**Motion - Adjournment to Closed Meeting:**

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

**That** this meeting be now declared closed at 6:15 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**

**Reconvened to the Open Meeting:**

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

That Council hereby reconvenes to Open Session at 7:10 p.m. with the following items:

- i) Sale of Land to Kenora Catholic District School Board:

That the City of Kenora declares surplus the municipal property described PIN: 42173-0192, Parcel 23358 SEC DKF; BLOCK E, PLAN M423; Kenora (property address 1296 Heenan Place), and

That Staff be directed to provide survey instructions required to transfer a portion of municipal lands, namely a part of PIN: 42173-0192, Parcel 23358 SEC DKF; BLOCK E, PLAN M423; Kenora to the Kenora Catholic District School Board, and

That Staff be directed to provide survey instructions required to transfer a portion of the land to Victoria Swedja, owner of the property described as PLAN M423 LOT 58 14 Gunne Crescent, in accordance with an agreement signed May 20, 2011, and

That in accordance with the Notice By-law, as amended by By-law 15-2011, notice of sale of the subject lands is hereby given; and further;

That upon review of the agreement of purchase and sale by the Municipal Solicitor, and any amendments required thereto, Council gives three readings to a by-law to authorize the transfer of property, as a lot addition (consolidation) from the City of Kenora to the Kenora Catholic District School Board, at a value of \$122,000.00 plus all surveying, legal and transfer costs; and

That Mayor and Clerks be authorized to enter into all agreements required to transfer lands to Kenora Catholic District School Board and to Victoria Swedja, owner of the property described as PLAN M423 LOT 58 14 Gunne Crescent from the City of Kenora.

ii) Presentation of a Certificate of Merit at Council's November 21 meeting.

**HKasprick**

**Recommendations approved {resolution/by-law required for (i)}.**

*\*Note: since this meeting was held and prior to release of these Minutes, the Municipal Solicitor advised he will be clarifying further information pertaining to Item (i) and therefore the recommendation will not proceed at this time to Monday's Council meeting.*

**Council**

**The meeting adjourned at 7:15 p.m.**