



# City of Kenora Committee of the Whole Agenda

Tuesday, November 13, 2012

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

City Hall Council Chambers

Mayor Canfield will call the meeting to Order  
and introduce **Mayor for the Day** – TA Student Maya Boivin

### 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 19 meeting:-

- A Comprehensive Procedural By-law governing Rules and Order of Procedure for the Council of the City of Kenora.

### 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 15, 2012  
be confirmed as written and filed.

### D. Deputations:

3:30 p.m. – Robert (Bob) McMillin

Re: Stanley Cup Replica

### E. Reports:

## Community & Protective Services

Councillor Drinkwater - Chair

Item Subject

Disposition

### 1. Recreation Maintenance Staff Restructuring

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#### Recommendation:

That Council of the City of Kenora hereby approves proceeding with the proposed staffing  
increase for the Kenora Recreation Centre and Keewatin Memorial Arena; and further

That Council approves the Recreation Services Manager to proceed immediately, in  
cooperation with the Human Resources Manager, to implement the changes contained within  
the report of the Recreation Services Manager dated November 6, 2012.

# Corporate Services

Councillor McMillan, Chair

**Item Subject**

**Disposition**

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

**Monthly Update**

Defer report to December/12.

**2. 2013 Meeting Schedule**

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**Recommendation:**

That in accordance with the Rules of Order and Procedure Council hereby approves the 2013 Schedule of Committee and Council Meetings as attached to the October 25, 2012 report of the City Clerk.

**3. Closed Meeting Complaint from Investigator**

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**Recommendation:**

That further to a Closed Meeting Complaint submitted by Joyce Chevrier to the City's Closed Meeting Investigator on August 14, 2012 pertaining to a Closed Meeting of Council's Standing Committees held September 8, 2008, Council hereby receives the final report of Paul S. Heayn, Closed Meeting Investigator as forwarded to the City Clerk's Office on November 6, 2012; and

That while there are no recommendations made by the Investigator concerning Council's procedures for dealing with Closed Meetings, Council hereby accepts the recommendations contained in the Investigator's Report as they relate to reporting out on matters from closed meetings; and further

That these recommendations be reflected in the City's new Procedural By-law.

**4. Various Committee Appointments**

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**Recommendation:**

That Council hereby re-appoints, where applicable, those persons currently serving on various municipal Boards and Committees effective December 1, 2012 with a term to expire at the pleasure of Council but not to exceed the term of this Council or beyond November 30, 2014 in keeping with Council's Appointments Policy; and

That these re-appointments shall only apply to those specific Boards and Committees not governed by special legislation or specific municipal Terms of Reference as set out in the most recently updated City of Kenora Membership Listing attached to the City Clerk's November 1, 2012 report; and further

That any appointments made previously by any resolution with a term to November 30, 2014 except where prohibited, be and are hereby rescinded as they are now appointed for a term "at the pleasure of Council."

**5. 2013 KDMA Annual Conference** .....

**Recommendation:**

That authorization is hereby given for the following Members of Council to attend the 2013 Annual Conference of the Kenora District Municipal Association (KDMA), taking place at the Best Western in Dryden, ON, February, 7, 8 and 9, 2013:-

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

**6. 2013 FCM Annual Conference** .....

**Recommendation:**

That authorization is hereby given for the following two (2) Members of Council to attend the 2013 Annual Conference of the Federation of Canadian Municipalities (FCM), taking place at the Vancouver Convention Centre, May 31 to June 3, 2013:-

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

**7. Request for Meeting – Managed Alcohol Program** .....

(Councillor McMillan)

Proposed Meeting on November 22, 2012 in Council Chambers at 10:00 a.m.

**8. New Procedural By-law** .....

**Recommendation:**

That Council hereby authorizes the various and recommended changes and housekeeping items required to update the Procedural By-law in order that it continues to be in line with current practices and procedures that have been evolving over the last couple years; and

That in accordance with the Municipal Act, 2001, c.25, as amended public notice is hereby given that Council intends to adopt a new Comprehensive Procedural By-law as it provides for public notice of meetings; and further

That Council gives three readings to a by-law to establish Rules of Order and Procedures for the Council of the City of Kenora to take effect and come into force on December 1, 2012 at which time By-law Number 200-2010 will be repealed.

**9. Provincial Policy Statement Review** .....

Discussion on Draft Policies.

**10. Thunder Bay Training Sessions** .....

**Recommendation:**

That authorization be and is hereby given for Councillor Louis Roussin to attend the MFOA Investment Basics and Beyond training session as well as the Exploring the FIR training session, taking place in Thunder Bay on November 22 and 23, 2012; and further

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

**11. Various Committee Minutes** .....

**Recommendation:**

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

- May 9, June 13 & September 12 – Accessibility Advisory Committee
- August 22 & October 16 – Environmental Advisory Committee
- September 26 – Kenora Public Library Board
- October 9 – Kenora Urban Trails
- October 11– Heritage Kenora
- October 15 – Committee of the Whole
- October 16 – Property & Planning
- October 25 – Lake of the Woods Museum Board; and

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

- May 30, August 29, October 11 – Lake of the Woods Development Commission
- September 14 – Northwestern Health Unit Board of Health; and further

That these Minutes be circulated and ordered filed.

**Economic Development**

**Councillor Smith - Chair**

Item	Subject	Disposition
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**1. Lake of the Woods Development Commission Appointments** .....

**Recommendation:**

That as recommended by the Lake of the Woods Development Commission, Council hereby appoints the following to the LOTWDC Board of Directors for a term at the pleasure of Council but not to exceed November 30, 2014:-

- |                     |                         |
|---------------------|-------------------------|
| Don Denver          | Mort Goss               |
| Thelma Wilkins-Page | Councillor Sharon Smith |
| Randy Nickle        | Fred Wright             |
| Teresa Gallik       |                         |

**Finance**

**Councillor Lunny - Chair**

Item	Subject	Disposition
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**1. Fall – Section 357 Write-offs** .....

**Recommendation:**

That the Section 357 tax adjustments with potential refunds totaling \$14,047.86, be approved.

**2. Internal Audit Policy** .....

**Recommendation:**

That Council hereby approves the amended City Internal Audit Policy; and further

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

**3. Lake of the Woods Water Quality Forum** .....

**Recommendation:**

That Council of the City of Kenora supports the request of the Lake of the Woods Water Sustainability Foundation and authorizes a donation in the amount of \$500 for the 2013 International Lake of the Woods Water Quality Forum; and further

That a copy of the resolution be forwarded to the Lake of the Woods Water Sustainability Foundation.

**4. Prosperity Trust Fund – September, 2012** .....

**Recommendation:**

That Council hereby accepts the report on the Kenora Citizens’ Prosperity Trust Fund included in the Committee Report of the Municipal Treasurer dated October 30, 2012.

**5. September, 2012 – Financial Statements** .....

**Recommendation:**

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at September 30, 2012.

**Operations Committee**

**Councillor McKay - Chair**

Item	Subject	Disposition
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**1. Amend Parking Lot By-law #66-2006 (Library & McLeod Park).....**

**Recommendation:**

That approval be hereby given to amend Schedule “A” to By-Law 66-2006 to change Lot “U” to read: Kenora Public Library Parking Lot as follows:-

Add

Lot “U”:	Kenora Library Parking Lot
Control:	By-Law Enforcement Officer
Fees:	As per meter parking system \$0.75 per hour
Special Regulation:	No overnight parking between 2:00 a.m. and 6:00 a.m.
	No fees payable between 6:00 p.m. and 9:00 a.m.
	No fees payable Sundays or Public Holidays; and

That approval be hereby given to amend Schedule “A” Lot “I” McLeod Park as follows:-

Amend

Lot “I”:	McLeod Park
Control:	Peace Officer

Fees: No Fee  
 Special Regulation: No overnight parking between 2:00 a.m. and 6:00 a.m.

**To Read**

Lot "I": McLeod Park  
 Control: By-Law Enforcement Officer  
 Fees: No Fee  
 Special Regulation: 3 hour maximum  
 No overnight parking between 2:00 a.m. and 6:00 a.m. ; and

That amending By-Law 87-2009 to By-Law 66-2009 be hereby repealed; and further

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

**2. Snow Plow & Removal – Streets, Parkade & Chipman Lot .....  
 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
Grader	Laurence Derouard Trucking	\$ 90.00/hr. HST extra
Loader	Laurence Derouard Trucking	\$ 75.00/hr. HST extra; and further

That the quotations from Laurence Derouard Trucking for a Grader at the hourly rate of \$90.00 (HST extra) and Loader at the hourly rate of \$75.00 (HST extra), the quotation from Pioneer Construction for a grader at the hourly rate of \$160.00 (HST extra), and the quotation from Hugh Munro Construction for a grader at the hourly rate of \$178.50 (HST extra), be hereby accepted.

**3. Amend Traffic By-law #127-2001 (Library & Discovery Ctr.) .....  
 Recommendation:**

That Council give three readings to a by-law to amend City of Kenora Traffic Regulation By-law 127-2001 to include the addition to Schedule "L" – Disabled Parking Spaces on Municipal or Private Property – Kenora Public Library and Lake of the Woods Discovery Centre as follows:-

<b>Column 1 ESTABLISHMENT</b>	<b>Column 2 STREET ADDRESS</b>	<b>Column 3 # SPACES</b>
Add: Kenora Public Library	24 Main Street South	1
Add: Lake of the Woods Discovery Centre	931 Lakeview Drive	2

**4. Water Wastewater Systems Monthly Summary - September .....  
 Recommendation:**

That Council of the City of Kenora hereby accepts the September 2012 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by Biman Paudel, Water and

Sewer Supervisor, Jim Campbell, Water Treatment Plant Operator and David Nachuk, Wastewater Treatment Plant Operator.

**Recognition of Proclamations:**

**Restorative Justice Week – November 18 to 25, 2012**

**Next Meeting:**

- Monday, December 10, 2012

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

**Reconvene to Open Meeting:**

**Adjournment.**