



MINUTES

COMMITTEE OF THE WHOLE

Tuesday, August 6, 2013

9:00 a.m.

City Council Chambers

Action

Present: Mayor D. Canfield
Councillor C. Drinkwalter
Councillor R. Lunny
Councillor R. McMillan
K. Brown, CAO
R. Perchuk, Operations Manager
W. Brinkman, Emergency Services Manager
S. McDowall, Human Resources Manager
C. Neil, Recreation Services Manager
H. Kasprick, Deputy Clerk
H. Lajeunesse, Deputy Clerk

Regrets: Councillor R. McKay
Councillor L. Roussin
Councillor S. Smith

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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 Tuesday, August 13th meeting:-

- Amend the procedural bylaw to reflect new meeting times of Council for the balance of this Council's term
- Council intends to amend its 2013 Operating Budget to withdraw funds from the Kenora Recreation Centre Operating Budget for Recreation Centre Expansion conceptual design costs

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.

Councilor McMillan declared a conflict of interest on the following items under Business Administration Reports on today's agenda:

8. Financial Statements; As they relate to the Kenora Police Services Board and his spouse is a Member on the Board.

C. Confirmation of Previous Committee Minutes

Moved by C. Drinkwater, R, Lunny & Carried -:

That the Minutes from the last regular Committee of the Whole Meeting held July 9, 2013 be confirmed as written and filed.

D. Deputations:

None requested.

E. Reports:

Business Administration

Lead Councillor Lunny (Alt. Councillor McMillan)

1. Amendment to Traffic Bylaw- Lakeview Drive Wednesdays

Council discussed the traffic amendment for parking on Lakeview Drive for Wednesdays for the Farmers Market. The south permitted parking area needs more signage and staff on site directing vehicles when they are beyond the permitted area. Council noted that Lakewood School is barricaded off and Seven Generations is not allowing parking.

The City recognizes that we are a tourist destination and are we need to work on developing assistance for our visitors not deterring them from visiting our very successful market. It was felt that currently we are not sending the right message to our visitors.

Charlotte Caron, Property & Planning Manager will bring back information for Council to see if we can extend the permitted parking on the Harbourfront area and what would be required to have staff on site directing traffic.

CCaron

2. NOMA Northwestern Ontario Regional Conference

Recommendation:

That authorization is hereby given for the following Members of Council to attend the NOMA Northwestern Ontario Regional Conference taking place in Thunder Bay September 25, 26 and 27, 2013:-

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

Amended Recommendation:

That authorization is hereby given for four Members of Council to attend the NOMA Northwestern Ontario Regional Conference taking place in Thunder Bay September 25, 26 and 27, 2013; and further

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

Amended Recommendation Approved.

HKasprick

3. CUPE Local 191 Collective Agreement

Recommendation:

That Council of the City of Kenora gives three readings to a by-law authorizing an agreement between the Corporation of the City of Kenora and the Canadian Union of Public Employees and its Local 191 for the term January 1, 2013 to December 31, 2015.

Recommendation Approved (resolution & bylaw).

HKasprick

4. IBEW Local 559 Collective Agreement

Recommendation:

That Council of the City of Kenora gives three readings to a by-law authorizing an agreement between the Corporation of the City of Kenora and the International Brotherhood of Electrical Workers (IBEW) Local 559 for the term January 1, 2013 to December 31, 2015.

Recommendation Approved (resolution & bylaw).

HKasprick

5. Procurement Policy Reporting January 1-June 30, 2013

Recommendation:

That Council hereby receives the required information report of Lauren D’Argis, Corporate Services Manager with respect to contracts awarded within the Manager’s approved limits as outlined in the City of Kenora Procurement Policy for the period January 1 to June 30, 2013.

Recommendation Approved.

HKasprick

6. Committee and Council Meeting Schedule

Recommendation:

That approval be hereby given for the summer meeting schedule to remain in effect for the duration of this term of Council, specifically with the combined Committee of the Whole and Property & Planning meetings being held at 9:00 a.m., typically on the third Tuesday of every month, followed by the regular meeting of Council the next week, typically on the fourth Tuesday of every month at 12:00 Noon; and

That public notice is hereby given that Council intends to continue with this revised meeting schedule for the duration of this Council’s term as done during the 2013 summer months; and further

That three readings be given to a by-law to amend Council’s Procedural By-law #120-2012 for this purpose.

Amended Recommendation:

That approval be hereby given for the summer meeting schedule to remain in effect for the duration of this term of Council, specifically with the combined Committee of the Whole and Property & Planning meetings being held at 9:00 a.m., typically on the second Tuesday of every month, followed by the regular meeting of Council the next week, typically on the

third Tuesday of every month at 12:00 Noon; and further

That public notice is hereby given that Council intends to continue with this revised meeting schedule for the duration of this Council's term as done during the 2013 summer months; and further

That three readings be given to a by-law to amend Council's Procedural By-law #120-2012 for this purpose.

Amended Recommendation Approved (resolution & bylaw).

HKasprick

7. Dedicated Gas Tax Funds for Public Transportation Program Recommendation:

That Council of the City of Kenora gives three readings to a by-law to authorize the execution of an agreement between the City of Kenora and the Ministry of Transportation with respect to the Dedicated Gas Tax Funds for Public Transportation Program for 2012-2013; and further

That the Mayor and Clerk be authorized to enter into the agreement.

Recommendation Approved (resolution & bylaw).

HKasprick

8. June 2013 Monthly Financial Statements Recommendation:

That Council hereby accepts the monthly Financial Statements of the Corporation of the City of Kenora as at June 30, 2013.

Recommendation Approved.

HKasprick

9. Municipal Performance Measurement Program Recommendation:

That Council hereby accepts the Municipal Performance Measurement Program (MPMP) 2012 results for the Corporation of the City of Kenora.

Recommendation Approved.

HKasprick

10. Northwest Business Centre Q2- 2013 Report Recommendation:

That Council accepts the 2013 Second Quarter report for the Northwest Business Centre.

Recommendation Approved.

HKasprick

11. City Policy Manual Changes Recommendation:

That Council hereby approves administrative changes to the City of Kenora Policy Manual to reflect realignment of various City policies contained within this report; and further

That the Administration section of the Policy manual be hereby renamed to "Clerks", the Community Services section be hereby renamed to "Recreation Services" the Finance section be hereby renamed to "Corporate Services" and the Customer Service section be hereby eliminated with all affected policies being renamed accordingly; and further

That three readings be given to a by-law to reflect the various changes.

Amended Recommendation:

That Council hereby approves administrative changes to the City of Kenora Policy Manual to reflect realignment of various City policies contained within this report; and further

That the Administration section of the Policy manual be hereby renamed to "Legislative Services", the Community Services section be hereby renamed to "Recreation Services" the Finance section be hereby renamed to "Corporate Services" and the Customer Service section be hereby eliminated with all affected policies being renamed accordingly; and further

That three readings be given to a by-law to reflect the various changes.

Amended Recommendation Approved (resolution & bylaw).

HKasprick

12. Kenora Citizens' Prosperity Trust Fund Report

Recommendation:

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

Recommendation Approved.

HKasprick

13. Various Committee Minutes

Recommendation:

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

- May 29 – Kenora Public Library Board
- July 4 - Event Centre Committee
- July 9 - Committee of the Whole and Property & Planning Committee
- July 4 & 24 – Special Committee of the Whole

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

- May 24 – Board of Health
- June 27 – District of Kenora Home for the Aged; and further

That these Minutes be circulated and ordered filed.

Recommendation Approved.

HKasprick

Community Services

Lead Councillor McMillan (Alt. Councillor Lunny)

1. Amend Schedule "A" to By-Law No. 66-2006 Regulate Parking Lots and Structures: Keewatin Memorial Arena and the Kenora Recreation Centre

Recommendation:

That Council hereby approves an amendment to Schedule "A" to Parking Lots By-Law Number 66-2006 to amend "Lot C" to read:

Lot "C" Front Street, Keewatin Arena Parking Lot

Control: City Designated Towing Company and Peace Officer

Fees: Front Lot #1: See Below
Back Lot #2: Parking Prohibited

November 1st to April 30th: Nil

May 1st to October 31st:

Overnight: \$7.00 plus applicable taxes
Weekly: \$35.00 plus applicable taxes
Monthly: \$130.00 plus applicable taxes
Seasonal: \$390.00 plus applicable taxes

Parking vouchers shall be available from the Recreation Centre, and shall be placed face up on the front dashboard.

No refunds for unused parking.

Special Regulation: Vehicles in excess of 6.7 metres are permitted; and further

That Council hereby approves an amendment to Schedule "A" to Parking Lots By-Law Number 66-2006 to amend "Lot L" – Kenora Recreation Centre Long Term Parking to read:

Fees:	Overnight	\$7.00 plus applicable taxes
	Weekly (7 day)	\$35.00 plus applicable taxes
	Monthly (30 day)	\$130.00 plus applicable taxes
	Seasonal	\$390.00 plus applicable taxes

;and further

That Council gives three readings to a by-law to amend By-Law Number 66-2006 for this purpose.

Recommendation Approved (resolution & bylaw).

HKasprick

2. Budget Amendment for Recreation Centre Expansion Conceptual Design

Recommendation:

That the Recreation Services Manager, on behalf of the Event Centre

Committee, be directed to request proposals for service to aid in the development of a conceptual design and establishment of costs for the expansion of the Kenora Recreation Centre; and further

That in accordance with Notice By-law #144-2007 public notice is hereby given that Council intends to amend its 2013 Operating Budget at the August 13, 2013 meeting to withdraw funds from the Kenora Recreation Centre Operating Budget in the amount of a maximum of \$45,000.00 to offset the cost of this purchase of service; and further

That Council gives three readings to a by-law to amend the 2013 budget for this purpose.

Recommendation Approved (resolution & bylaw).

HKasprick

Discussion: Karen noted that this would include a business plan to move this project forward.

3. Kenora Rowing Club Regatta "Tops and Bottoms" 2013

Recommendation:

That the Council of the City of Kenora hereby acknowledges the Kenora Rowing Club Tops and Bottoms Regatta to be held August 17, 2013 on Rabbit Lake; and further

That a variance be granted for the motor size on Rabbit Lake as set out by By-law No. 153-2005 so that the club may operate 25-50 h.p. motors to keep up to the racing boats to ensure their safety on the water for the event; and further

That event buoys to be placed in the water two to three (2-3) days prior to the event, and to be removed the following week by the Kenora Rowing Club.

Recommendation Approved.

HKasprick

Economic Development

Lead Councillor Smith (Alt. Councillor Roussin)

No Reports.

Emergency Services

Lead Councillor Drinkwater (Alt. Councillor McKay)

1. June CERB (Central Emergency Reporting Bureau) 9-1-1 Rpt

Recommendation:

That Council of the City of Kenora accepts the June 2013 9-1-1 CERB report as presented.

Recommendation Approved.

HKasprick

2. Flying Lanterns

Recommendation:

Whereas flying lanterns are a sky lantern also known as Kongming lantern or Chinese lantern which is a small hot air balloon made of paper with an opening at the bottom where a small fire is suspended to fly the lanterns; and

Whereas in recent years there has been growing concern about their potential to cause fires and harm animals that may eat their remains and several countries have banned these lanterns for these reasons; and

Whereas these lanterns pose a serious fire safety hazard as they are fuelled by an open flame and can travel for miles before potentially landing on trees, building roof tops, or other combustible properties leaving a potential disaster especially in Northwestern Ontario;

Therefore be it Resolved That Council of the City of Kenora request the Provincial Government to have Flying Lanterns banned from use and sale in the Province of Ontario and further;

That Council of the City of Kenora circulates this resolution to all Ontario Municipalities for endorsement and support; and further

That the City of Kenora Fire and Emergency Services initiate enforcement action when the identity of the owner of the device can be determined, through appropriate sections of the Ontario Fire Code.

Recommendation Approved.

HKasprick

3. Community Emergency Management Coordinator

Recommendation:

That Council of the City of Kenora reappoints Warren F. Brinkman of the City of Kenora Fire and Emergency Services as the Community Emergency Management Coordinator for the City of Kenora and further;

That Council of the City of Kenora reappoints Bruce Graham, Risk Management & Loss Prevention Officer for the City of Kenora as the Alternate Community Emergency Management Coordinator for the City of Kenora and further;

That Captain Larry Cottam of the City of Kenora Fire and Emergency Services be appointed as the second Alternate Community Emergency Management Coordinator for the City of Kenora and further;

That that Council gives three readings to a By-Law to authorize these appointments; and further

That By-Law Number 148-2005 be hereby repealed.

Recommendation Approved (resolution & bylaw).

HKasprick

Operations

Lead Councillor McKay (Alt. Councillor Drinkwalter)

1. School Crossing Guard Tender – Two Year Contract: 2013-2014-2015

Recommendation:

That the only tender to provide School Crossing Guard Service for the 2013-2014 school year and the 2014-2015 school year, HST extra, be received:

Alpine Janitorial (Kenora) Inc.

Year 2013 – 2014	\$56,400.00	HST extra
Year 2014 – 2015	\$56,400.00	HST extra

That the tender received from Alpine Janitorial (Kenora) Inc., in the amount of \$112,800.00, HST extra, be hereby accepted

Recommendation Approved.

HKasprick

2. Amendment to Traffic Regulation By-Law 127-2001 – No Parking Area-Tow Away Zone – Eighth Street South

Recommendation:

That Council gives three readings to a by-law to authorize an amendment to the City of Kenora Traffic Regulation By-law 127-2001 to include the following addition to Schedule "B" – No Parking Area – Tow Away Zone:-

Schedule "B" – No Parking Tow-Away Zones

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>	<u>Column 4</u>
STREET/HIGHWAY	LOCATION	SIDE	TIME

Add:

8 th Street South Anytime	From 6 th Avenue South to 7 th Avenue South	South	
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Recommendation Approved (Resolution & bylaw).

HKasprick

3. June 2013 Water & Wastewater Systems Monthly Summary

Recommendation:

That Council of the City of Kenora hereby accepts the June 2013 Kenora Water and Wastewater Systems Monthly Summary Report, as prepared by Biman Paudel, Water and Sewer Supervisor, Ryan Peterson, Water Treatment Plant Operator and David Nachuk, Wastewater Treatment Plant Operator.

Recommendation Approved.

HKasprick

Next Meeting:

- Tuesday, September 10th, 2013

Adjourn Meeting – Reconvene in Property & Planning Committee

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