



MINUTES
City of Kenora
Committee of the Whole of Council

Tuesday, February 11, 2014
City Hall Council Chambers
9:00 am

- Present:** Mayor D. Canfield
Councillor C. Gallivan
Councillor R. McMillan
Councillor L. Roussin
Councillor S. Smith
- Regrets:** Councillor R. Lunny
Councillor R. McKay
- Staff:** Karen Brown, CAO
Rick Perchuk, Operations Manager
Sharen McDowall, HR Manager
Colleen Neil, Recreation Services Manager
Charlotte Caron, Property & Planning Manager
Lauren D'Argis, Corporate Services Manager
Joanne McMillin, City Clerk
Heather Kasprick, Deputy Clerk
Heather Lajeunesse, Deputy Clerk

1. 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 February 18, 2014 meeting:-

-Council will approve \$30,000 in expenditures for Coney Island Wharf Rehabilitation

-Council will adopt a by-law to rename Clarence Street to Round Lake Ridge and name the lane commonly known as Clarence Street as Clarence Street.

2. Declaration of Pecuniary Interest & the General Nature Thereof

- i) On today's agenda;**
- ii) From a meeting at which a Member was not in attendance.**

Councillor McMillan made a declaration of pecuniary interest as it relates to items 6.5 and 6.13 regarding financial statements as his spouse is a member of the Police Services Board and receives remuneration.

3. Confirmation of Previous Committee Minutes

Moved by R. McMillan, Seconded by L. Roussin and Carried:-

That the following Meeting Minutes be confirmed as written and ordered filed:-

Regular Committee of the Whole meeting held January 14, 2014
Special Committee of the Whole meeting held January 21, 2014
Special Committee of the Whole meeting held January 22, 2014

4. Deputations

4.1. Rotary Club of Kenora - Fred Wright

Fred Wright, President of the Rotary Club of Kenora was present to make a deputation to Council behalf of Rotary International and the Kenora Rotary Club. Fred provided a brief history of the local club, highlights of the past year, and some information on their upcoming projects.

Rotary International was started in Chicago by Paul Harris on February 23, 1905. There are now more than 1.2 million Rotarians worldwide in more than 33,000 clubs. Rotary Club of Kenora was established on February 20, 1920 and currently has 56 members. The Rotary Club raises and re-distributes more than \$60,000 per year to our local economy. Recent project include; almost \$10,000 contributed to local school breakfast programs, \$1,500 to Triple P.L.A.Y., \$5,000 to Habitat for Humanity, \$1,000 to Kenora Winter Carnival, and \$10,000 for the new Indoor Soccer Complex. In addition the local club contributes more than \$12,000 annually to international projects. Upcoming events include the Rotary Beach Party to be held on February 21st to raise funds for Polio Plus, which will help more countries become polio free.

Fred thanked the City of Kenora for supporting the club and proclaiming the month of February as International Rotary Month.

Mayor Canfield thanked Fred for his presentation.

5. Presentations

5.1. Kenora District Services Board - Dan McNeill

Dan McNeill, CEO of the Kenora District Services Board (KDSB) made a presentation to Mayor and Council on behalf of the KDSB. He indicated that this is a presentation that they would like to do annually to inform Council and the public of ongoing operations of the services board.

Some history and facts were provided for KDSB, a District Social Services Administration Board (DSSAB) created by the Province of Ontario in 1999 to deliver four core mandated social services including Ontario Works, Social Housing, Land Ambulance and Child Care/Early Years on a regional (Kenora District) vs. local (Community by Community) basis. DSSAB's are Northern Ontario entities created to provide the designated services on behalf of its member municipalities. KDSB is one of 10 DSSABs in Ontario and has 13 board members serving approximately 60,000 people in nine municipalities and four unincorporated territories. The KDSB is a regional organization required to deliver services on a regional basis.

The method of allocating the Local Share property tax share was explained, a component of the of the KDSB budget which is shared among all municipal partners and the unincorporated territories on a total assessment bases. The local municipal assessment by community is divided by the total municipal assessment of the entire KDSB jurisdiction. Dan indicated that in comparison the City is getting good value for its money of services received. The 2014 municipal levy for Kenora is \$3.1 million of the total \$15.4 million to be collected in municipal levies by KDSB to help fund the four core services offered in the region. It was indicated that there was an increase of \$191,000 more than 2013 for total municipal levy to the services board to account for embedded and planned costs. KDSB's total budget information was provided for 2014 to indicate how the costs are shared, showing local versus provincial costs. Public housing is the biggest cost for municipalities as it is funded one hundred percent by local share. It was noted that homelessness and shelter issues are common in Kenora and on ongoing concern.

Key statistics for 2013 were provided for each service offered by KDSB. A breakdown in Ontario Works cases shows there were 647 cases in the region with 252 of those cases managed in Kenora. There are 1,111 social housing units of which 463 are located in Kenora. The Land Ambulance program responded to 10,682 calls for emergency medical services, including approximately 3,000 non-emergent patient transfers, of which 3,675 originated in Kenora. There were 718 Child Care subsidies paid in total and 265 of those were distributed in Kenora.

Dan elaborated on each service offered by the KDSB and indicated that these core services are being provided as mandated. Areas for improvement and cost savings were explained. On the matter of non-emergent land ambulance patient transfers, the services board will continue to lobby the province to assume the cost of transporting patients between hospitals. The KDSB has also adopted a 10 Year Housing and Homelessness Plan, which identified a need for more affordable housing in most of the communities. The services board is looking at reducing the number of social housing units in locations where they remain vacant and building more units in the areas where they are in demand. A specified number of housing units are mandated by the province and there are high maintenance costs associated with the unused units.

Moving forward, the KDSB is awaiting Ministry of Municipal Affairs and Housing response to their 10 Year Housing and Homelessness Plan and are engaging into a process for their next five year strategic plan as 2014 will end the current plan. It was noted that the KDSB and City will work together to lobby the provincial government for funding to assist with social housing concerns. The plan is to seek further partnerships with other public organizations in Kenora to ensure that all have the same goal. It was recognized that Ontario is the only province where social services have been downloaded to municipalities.

Dan was thanked by Mayor and Council for his presentation.

6. Business Administration Reports

6.1. Strategic Planning Funding Application (FedNor)

Recommendation:

That Council of the City of Kenora approves the submission of a request for funding to the Federal Economic Development Agency for Northern Ontario (FedNor) for \$30,000 for the completion of the City of Kenora's comprehensive strategic plan; and further

That the City of Kenora is committed to funding up to \$20,000 for this project and is willing to cover any project cost overruns.

Recommendation approved.

6.2. Strategic Planning Funding Application (NOHFC)

Recommendation:

That Council of the City of Kenora approves the submission of a request for funding to the Northern Ontario Heritage Fund (NOHFC) for \$50,000 for the completion of the City of Kenora's comprehensive strategic plan; and further

That the City of Kenora is committed to funding up to \$20,000 for this project and is willing to cover any project cost overruns.

Recommendation approved.

Karen confirmed that the City has been initially approved by both Ministries and this is the second stage for both applications

6.3. AMO Conference Attendance

Recommendation:

That authorization be and is hereby given for the following Members of Council to attend the 2014 Annual Conference of the Association of Municipalities of Ontario (AMO) taking place in London, August 17-20, 2014:-

Mayor David Canfield
Councillor Rory McMillan
Councillor Sharon Smith
Councillor Ron Lunny; and further

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

Recommendation approved.

6.4. Coney Work Prior to Budget Approval

Recommendation:

That Council hereby approves the \$30,000 in expenditures relating to the Coney Island Wharf Rehabilitation prior to the finalization of the 2014 budget; and

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to include the purchase under the 2014 Capital Budget, pending approval, at its February 18th, 2014 meeting; and further

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

Recommendation approved. (Resolution and by-law)

6.5. December 2013 Preliminary Financial Statements

Recommendation:

That Council hereby accepts the preliminary monthly Financial Statements of the Corporation of the City of Kenora as December 31, 2013.

Recommendation Approved.

6.6. Donation Water Quality Forum

Recommendation:

That Council of the City of Kenora hereby authorizes a donation in the amount of \$500 to the 2014 International Rainy-Lake of the Woods Watershed Forum in International Falls, MN, March 12 and 13, 2014.

Recommendation approved.

6.7. Endorsation of Resolution - Save Canada Post

Discussion: Committee discussed the resolutions could go forward to the Council Meeting in support of the CUPW resolutions. Karen cautioned Committee about supporting resolutions of this nature as we the City, also being government, sometimes have to make such budget decisions. Committee agreed a "letter of support resolution" go forward to the Council meeting following which a letter will be sent by the Mayor's Office.

6.8. HR Policy Amendments

Recommendation:

That Council hereby approves the amended City of Kenora Recruitment Policy #-1-1 and the amended City of Kenora Salary Administration Policy # HR-3-1; and further

That Council gives three readings to a by-law to amend the Comprehensive Policy Manual for this purpose.

Recommendation approved. (Resolution and by-law)

6.9. Investment Policy Amendment

Recommendation:

That Council hereby approves the amended Investments Policy #CS-04-02; and further

That Council give three readings to a bylaw to amend the Comprehensive Policy Manual for this purpose.

Recommendation approved. (Resolution & by-law)

Lauren D'Argis will provide Councillor Roussin with information on how the Citizens' Prosperity Fund relates to the City Investment Policy.

6.10. Joint and Several Liability Resolution

Recommendation:

That Council of the City of Kenora hereby supports the Private Member's resolution introduced by Randy Pettapiece, MPP for Perth Wellington, calling on the Provincial Government to reform the rules of Joint and Several Liability by no later than June of 2014.

Recommendation approved. (A re-worded motion will be prepared)

A letter will also be sent today to Attorney General, The Honourable John Gerretsen in support of the reform.

6.11. Policy Statements 2014

Recommendation:

That Mayor and Council review, approve, and sign accordingly the following documents:

The City of Kenora Occupational Health and Safety Policy Statement;
The City of Kenora Workplace Harassment Policy;
The City of Kenora Workplace Violence Prevention Policy; and
The Drinking Water Quality Management System Commitment and Endorsement Page.

Recommendation approved.

It was agreed that there should be a summary of activities under the policy for reference.

6.12. Prosperity Trust Fund December 2013

Recommendation:

That Council of the City of Kenora hereby accepts the 2013 Fourth Quarter report regarding the Kenora Citizens' Prosperity Trust Fund, as prepared by and attached to the February 3, 2014 report of Lauren D'Argis, Corporate Services Manager.

Recommendation approved.

Lauren D'Argis indicated that the City is looking at the reasons for the performance of the fund, and into long term investments for the fund.

6.13. Various Committee Minutes

Recommendation:

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

January 7 – Urban Trails Committee
January 8 – Event Centre Committee
January 14 - Committee of the Whole and Property & Planning
January 15 – Environmental Advisory Committee
January 16 – Lake of the Woods Museum Board
January 21 & January 22 – Special Committee of the Whole
January 21 – Budget Meeting of Council
January 23 – Heritage Kenora; and

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

November 19 & December 17 – Planning Advisory Committee
November 27 – Kenora Police Services Board
November 29 – Northwestern Health Unit Board of Health
December 12 - Kenora District Services Board
December 19 – District of Kenora Home for the Aged Board of Management; and further

That these Minutes be circulated and ordered filed.

Recommendation approved.

7. Community Services Reports

7.1. Application Approval for OSRCF

Recommendation:

That Council of the City of Kenora approves the submission of an application to the Ontario Sport and Recreation Communities Fund requesting funding for the subsidization of training opportunities for the qualification of swimming instructors and life guards.

Recommendation approved.

7.2. Community Club Grants 2014

Recommendation:

That Council of the City of Kenora hereby approves the 2014 Community Club grant applications in the amount of \$8000.00 to each of the following Clubs:-

Rideout Community Club
Central Community Club
Evergreen Community Club

Recommendation approved.

7.3. Stantec Nelson Report on Proposed Event Centre

Recommendation:

That Council of the City of Kenora hereby receives the report from Stantec and Nelson Architecture regarding the proposed expansion to the Kenora Recreation Centre.

Recommendation approved.

7.4. Student Wages 2014

Recommendation:

That Council of the City of Kenora authorizes the increase and implementation of the wage step level plan for the student staff in Recreation department, as outlined; and

That the change take effect June 1, 2014; and further

That the wage scale be amended with each Provincial minimum wage increase in the future.

Recommendation approved.

8. Economic Development Reports - no reports

9. Emergency Services Reports - no reports

10. Operations Reports

Regarding the numerous water main breaks this winter, Councillor Roussin posed the question to Operations Manager, Rick Perchuk, if the City is doing an adequate job replacing these mains as they occur to establish a more viable water system and that future breaks do not happen in the same areas. Mr. Perchuk advised that the City is not replacing them adequately as they are only able to work within the budget allocated to them annually for replacement. The 10% annual water and sewer rate increase should help address these regular shortfalls in replacement and the asset management plan identifies the problems with replacement costs as well.

10.1. Elimination Water and Sewer Cross Connections

Recommendation:

That Council hereby accepts the report entitled "Elimination of Identified Cross Connections" as prepared by Biman Paudel, Water and Sewer Supervisor, dated January 17, 2014.

Recommendation approved.

10.2. New Street Sweeper Purchase

Recommendation:

That Council hereby authorizes the purchase of a new Street Sweeper and spare parts, in the amount of \$204,980.03, HST extra; and

That Council hereby authorizes the purchase, as is prior to approval of the 2014 Roads Capital Budget, to be funded through the reallocation of 204,980.03, HST extra, from the Equipment Reserve Fund; and

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to include the purchase under the 2014 Roads Capital Budget, pending approval, at its February 18^t, 2014 meeting; and

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

That the only tender, for the supply and delivery of a new Street Sweeper and spare parts, be received:-

Joe Johnson Equipment \$204,980.03 (HST extra); and further

That the tender submitted by Joe Johnson Equipment, Barrie, Ontario, in the amount of \$204,980.03 (HST extra) be hereby accepted.

Recommendation approved. (Resolution and by-law)

10.3. Water Wastewater Systems Monthly Summary December 2013

Recommendation:

That Council of the City of Kenora hereby accepts the December 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 Gord St. Denis, Wastewater Treatment Plant Operator.

Recommendation approved.

11. Property & Planning Reports

11.1. Renaming of Street - Plan M102

Recommendation:

That the Council of the Corporation of the City of Kenora gives three readings to a by-law rename the road, shown on Plan M102 as Clarence Street to Round Lake Ridge; and

That the lane, commonly known as Clarence Street, be named Clarence Street; and

That the City of Kenora assumes the road, if it has not already been assumed; and

That in accordance with Notice By-law Number 144-2007, public notice is hereby given that Council intends to pass a by-law to rename these roads; and

That the Municipal Solicitor is to coordinate this process; and further

That the Mayor and Clerk be hereby authorized to execute any and all documents required to complete these transactions.

Recommendation approved. (Resolution and by-law)

11.2. Request to Stop Up Sell and Close - Clarence Street Area

Recommendation:

That the Council of the City of Kenora declares streets and lanes shown on Plan M 102 and described as Verna Street (PIN 42176-0174), and portions of Park Avenue described as PIN 42176-0170 and 42176-0169, and lanes described as PIN 42176-0179 and 0180 as surplus to the needs of the municipality; and

That once the appraisal, surveying and advertising process have been completed, Council give three readings to a by-law to authorize the sale of land to Jennifer Elizabeth Marguerite McKibbon and Gary Morgan McKibbon, at the appraised value as established by Century 21 Reynard Real Estate, plus all associated costs; and

That the Municipal Solicitor be responsible to coordinate the agreement of purchase and sale and transfers of lands, including consolidation; and further

That the purchaser is responsible for all costs associated with the transfers.

Recommendation approved.

11.3. Transfer of Portion of Municipal Property Authorizing By-law - Edison

Recommendation:

That the Council of the Corporation of the City of Kenora gives three readings to a by-law to transfer lands described as Part 2, Plan 23R

12221 to Timothy Ron Edison and Alyssa Dawn Edison, as a consolidation with property described as PLAN M31 PT LOT 61 PT LOT 62 PT LOT 63 PCL 22714; and

That the Municipal Solicitor is to coordinate this process; and further

That the Mayor and Clerk be hereby authorized to execute any and all documents required to complete these transactions.

Recommendation approved. (Resolution and by-law)

12. Other

13. Date of Next Meeting

Tuesday, March 11, 2014

14. Adjourn to In-Camera Meeting

Moved by R. McMillan, Seconded by L. Roussin and Carried:-

That this meeting be now declared closed at 11:10 a.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 (3 items)**
- ii) Education & Training (1 item)**
- iii) Personal Matter about an Identifiable Individual (1 item)**

; and further

That in keeping with Section 239 (3.1) for the educational and training session, the meeting for this purpose is held, 1) to educate/train the members, and 2) no member will discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the Committee during this particular session.

15. Committee reconvened to Open Meeting at 12:35 p.m.

Moved by S. Smith, Seconded by R. McMillan and Carried:-

That Committee reconvenes to the Open Meeting with the following direction/reports from its Closed Session:

-Entering into a lease agreement with 876556 Ontario Inc. at 821 Lakeview Drive (Dairy Queen);

-Direction to staff to offer a portion of unopened road allowance in exchange for other lands;

-Direction to staff to proceed with arrangements to proceed with a transfer of land;

-Nomination for a 2014 Senior of the Year Award.

Disposition of Land:-

a) Lease Agreement with 876556 Ontario Inc. - Dairy Queen

Recommendation:

That Council of the City of Kenora gives three readings to a By-law to enter into a lease agreement, with 876556 Ontario Inc., for an additional ten (10) year period ending December 31, 2013 for the purpose of accommodating a Dairy Queen Franchise on the property municipally known as 821 Lakeview Drive; and further

That the Mayor and Clerk be authorized to enter into such agreement on behalf of the City of Kenora.

Recommendation approved. (Resolution and By-law)

16. Close Meeting

Meeting closed at 12:37 p.m.