



ACTION:

Finance & Administration Committee MINUTES

**Held Tuesday, March 7, 2006
City Council Chambers
3:30 p.m.**

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PRESENT: Chair, Councillor Poirier
Member, Councillor Szajewski
Mayor D. Canfield
Councillor L. Compton
Councillor C. Wasacase
B. Preisentanz, CAO
J. McMillin, City Clerk
K. Brown, Finance & Administration Manager

REGRETS: Chair, Councillor McMillan

**A. PUBLIC INFORMATION NOTICES AS PER BY-LAW NUMBER 14-
2003**
N/A

B. DECLARATION OF PECUNIARY INTEREST

C. CONFIRMATION OF MINUTES

Moved by C. Wasacase, Seconded by L. Compton, and Carried:-
THAT the Minutes of the last meeting held February 21, 2006 be confirmed
as written.

D. DEPUTATIONS:-

Kelley Morrell – Financial Support for T. Thomson Book

Mr. Morrell attended the meeting on behalf of Tom Thomson Photography, to again request a sponsorship from the City for the "My Kenora" book. Mr. Morrell circulated a handout on the reasons why the City might want to get involved with this project, noting Mr. Thomson's books are wide-ranging and have been distributed around the world. He circulated copies of the various books that Mr. Thomson has done in the past for Council to view, together with his latest project which illustrated a sponsorship page.

Mr. Morrell gave a history of Thomson's background explaining he is a locally and renowned photographer, who has been featured in a number of publications. Mr. Morrell explained that Tom constantly promotes the City through his work to the different parts of the world that he has traveled to promote Kenora through his books and photography.

Mr. Morrell explained the three different categories for the sponsorship, and mentioned that sales from the book will go to the Community Foundation.

In closing, Mr. Morrell requested the City strongly consider becoming a sponsor and advised the current publication is expected to be released for this May long weekend, but likely not until June.

Committee thanked Mr. Morrell for attending and he left the meeting at 3:50 p.m.

E. REPORTS:-

COUNCILLOR R. McMILLAN - CHAIR

1. 2006 Preliminary Operating Budget

Committee reviewed the budgets for Mayor and Council, noting there are challenges going forward. Bill Preisntanz noted that travel and conference attendance is one area that remains at last year's level.

Donations were also referred to and that there is a large increase over the previous year. Committee was reminded that Council is trying to hold the line for the 2006 budget however the City continues to receive a number of new sponsorship requests.

Councillor Szajewski believes we should start with cutting back our travel budgets and when each Member has spent their budget, it's gone.

Councillor Poirier suggested eliminating separate budgets for travel and have one collective budget, and to be more fiscally responsible rather than traveling just for the sake of spending the budget. Mayor Canfield explained it is standard for the Mayor and each Councillor to have separate travel budget accounts.

Chief Jorgensen attended the meeting at 3:41 p.m.

2. National Defence Request for Noise By-law Exemption

RECOMMENDATION:

THAT Council give three readings to a by-law to authorize the following by-law exemptions on Saturday, April 8, 2006 for National Defence 116 Independent Field Battery to hold such activities within the City of Kenora:-

1. Under Noise By-law #40-2001 to allow a pyrotechnics demonstration;
2. Under Discharge of Firearms By-law #41-2001 to allow 105 mm Howitzer blank rounds of artillery; and further

THAT National Defence be required to publicly advertise these exemptions in a local newspaper, at least 10 days in advance of the date of its demonstration.

Recommendation approved (resolution and by-law).

3. Revised "Recognitions" Policy

RECOMMENDATION:

JMcMillin/
PGrouda

THAT Council hereby approves "Recognitions Policy No. CC-6-1" which replaces the existing "Special Recognitions Policy" in the City's official Policy Manual

Recommendation approved.

JMcMillin

4. Kenora Thistles Centennial Celebration – Council Support

It was noted the Committee is looking for Council support, not only financial, but by other means. Doug Johnson is the Committee Chair and Councillor McMillan is one of the Directors/City Liaison on the Committee. The Committee is looking for different types of events for the purpose of the 2007 celebration of the 100 year anniversary of the Kenora Thistles winning the Stanley Cup.

It was noted this is an ongoing item and the Committee is looking to the City for input on ideas for this special event.

5. Attendance at A.M.O. Conference – August 13 – 16, 2006

A discussion ensued on the possibility of sending a combination of 2 Members of Council and 1 staff member. A review of the costs from last year was discussed, and Mayor Canfield suggested a compromise might be to reduce our budgets for travel as some Members are over budget while others are under and it balances out in the end as to what we attend.

RECOMMENDATION:

THAT authorization be hereby given for any combination of four (4) Members of Council and Staff to attend the Annual Conference of the Association of Municipalities of Ontario taking place in Toronto, August 13 to 16, 2006; and further

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

Recommendation approved.

JMcMillin

6. Attendance at F.C.M. Conference (Motion tabled Feb. 27/06)

A suggestion was made that the City forego attendance at this year's Conference, however it was mentioned we should wait for receipt of the agenda before we decide how to proceed. Mayor Canfield advised we have received the agenda, noting the cost of the rooms is extremely high.

Councillor Wasacase mentioned that while he attended five conferences last year, his expenses were less than other Members. He believes the City should always be participating in and attending conferences that relate to municipal business, i.e. FCM, NOMA, AMO, OGRA, KDMA, etc., and that it is just a matter of determining how many we send and at what cost. He noted that only real travel costs should be reimbursed to Members and that we shouldn't be claiming the per diem; this would show the public we are cutting costs.

Councillor Compton feels the Federal Conference may not be as important as the provincial/municipal conferences, noting that perhaps, depending on the agenda topics, that only the Mayor attend on the City's behalf and report back to Council.

Mayor Canfield stated that personally he would prefer to hold off on approving attendances at FCM for this year.

RECOMMENDATION:

THAT the Council of the City of Kenora hereby defers sending any representatives to the FCM Conference taking place in Montreal, June 2 to 6, 2006, due to budget constraints.

Recommendation approved.

JMcMillin

7. N.W.Ontario Tourism Dev. Conference – March 23, Thunder Bay

RECOMMENDATION:

THAT authorization be hereby given for any combination of two (2) Members of Council and Staff to attend the Northwestern Ontario Tourism Development Conference taking place in Thunder Bay on March 23, 2006; and further

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

Recommendation approved.

JMcMillin

8. Request for Financial Support – T. Thomson Book

Committee agreed with Karen Brown's suggestion to refer this item to the 2006 budget discussions.

KBrown/
Council

9. Summer Student - Cash Position (City Hall)

RECOMMENDATION:

THAT Council hereby approves the hiring of a summer student to act as relief cashier in the Finance & Administration department.

Karen Brown noted the position would start as soon as possible in the summer and run to the end of August.

Recommendation approved.

JMcMillin

ITEMS ON HOLD:

- **Purchase of Property – Mount Evergreen**
HOLD for April closing
- **Staff Parking**
HOLD for policy
- **Members – Urban Native Affairs Committee**
HOLD for names

OTHER BUSINESS

- **Veterans' Recognition Program – Draft By-laws**

Discussion

Chief Jorgensen advised Committee that he met today with the Clerk, and the By-law Enforcement Officers to address enforcement issues concerning the two affected by-laws requiring amendment for purposes of the Veteran Plate Parking. The Clerk had earlier circulated copies of the draft by-laws to Committee Members. Chief Jorgensen advised there will be information in the media once the by-laws are adopted in order to inform the public of the rules and regulations pertaining to the by-laws. The By-law Enforcement Officers will be putting a friendly notice on the windshield of vehicles with a Veteran Plate that they cannot monopolize a metered stall, and that they must have regard to the time limit on the meter.

RECOMMENDATION:

THAT Council give three readings to a by-law to amend Comprehensive Traffic By-law Number 127-2001 and three readings to a by-law to amend By-law Number 18-2002 to regulate Veteran Plate Parking; and further

THAT these by-laws take effect and come into force upon third and final reading.

Recommendation approved (resolution and two by-laws).

JMcMillin

- **Tourism Officer Position**

RECOMMENDATION:

THAT City of Kenora Council hereby approves the job description and job posting of the Tourism Services Officer position as set out in the March 6th, 2006 report to the Chief Administrative Officer.

It was noted that Sections 12 and 18 in the policy appear to be duplicated and Bill Preisentanz noted that one of these references will be removed.

Recommendation approved.

JMcMillin

Follow-up Meeting Date – Five Year Capital Plan

Committee agreed to meet following the next Standing Committee meetings on Tuesday, March 21, i.e. 6:00 p.m.

Council

NEXT MEETING

- Tuesday, March 21, 2006.

The meeting adjourned at 4:41 p.m.