



**Finance & Administration Committee  
MINUTES**

Held Tuesday, December 12, 2006  
City Council Chambers  
3:30 p.m.

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**PRESENT:** Councillor R. McMillan, Chair  
Councillor D. McCann, Vice-Chair  
Councillor W. Cuthbert, Member  
Councillor C. Drinkwalter  
Councillor A. Poirier  
Councillor C. Van Wallegghem  
Mayor L. Compton  
B. Preisenzanz, CAO  
J. McMillin, City Clerk  
K. Brown, Finance & Administration Manager

**A. PUBLIC INFORMATION NOTICES**  
N/A

**B. DECLARATION OF PECUNIARY INTEREST**  
N/A

**C. CONFIRMATION OF MINUTES**  
**Moved by A. Poirier, Seconded by W. Cuthbert & Carried:-**  
THAT the Minutes from the last meeting held October 17, 2006 be confirmed as written.

**D. DEPUTATIONS**

**3:30 p.m. – Don Cameron – Kenora Thistle Celebration Committee**  
Mr. Cameron introduced the Rotary Exchange Student, Lucas, who is here from Brazil. Mr. Cameron requested Council's support in declaring the week of January 13 to 21, 2006 as "Kenora Thistle Week" in recognition of the 100<sup>th</sup> Year Celebrations taking place in January. While Kenora has a lot of interesting history, Mr. Cameron feels this is a good news story about the hometown boys winning the Stanley Cup in 1907, and that it represents so much for Kenora. Mr. Cameron was thanked for his presentation.

**E. REPORTS:-**

**1. Chamber of Commerce – Mayor's Award**

**RECOMMENDATION:**

THAT Council of the City of Kenora hereby supports the Chamber of Commerce Mayor's Award for 2007 and allocate \$250.00 in the 2007 Council budget for that purpose.

**Recommendation approved.**

**JMcMillin**

**2. Business License Appeal – Hearing Date**

It was agreed that Administration will forward the background information pertaining to this item and suggest some dates for the Hearing at Monday's meeting.

**HOLD**

**BPreisenz**

**3. Charitable Donation – Sunset Trail Riders**

**RECOMMENDATION:**

THAT Council accept the charitable donation for the purposes of constructing a Warm-up Shelter on the trail system, subject to the conditions as outline; and

THAT the City require the Sunset Trail Riders to submit an appropriate proposal for submit a suitable proposal for the Warm-up Shelter, including the construction of the facility, the determination of an appropriate strategic location that would best promote winter snow machine related tourism to the Kenora area and the long-term responsibility for this shelter; and

THAT approval of this proposal be dependent upon Council review and consideration; and

THAT if approved, following construction of the shelter, the City will pay up to a maximum of the donation amount direct to this organization for these works; and

THAT once final construction has been completed, the ongoing responsibility for the Warm-up Shelter, including upkeep, maintenance and related expenditures be fully transferred to the Sunset Trail Riders; and further

THAT if the proposal from the Sunset Trail Riders is not approved not approved by Council, the City will refund the donated amount to the original donor in exchange for the return of the issued donation receipt.

**JMcMillin**

**Recommendation approved.**

**4. Capital Asset Reporting Req.'s & Budget Consultation Policy**

**RECOMMENDATION:**

THAT Council approve the Municipal Budget Public Consultation Policy for implementation by the City's 2008 municipal budget process; and further

THAT Administration be directed to pursue costs related to the contracting out of workload related to both the implementation of the capital asset reporting requirements under PSAB Section PS 3150 as well as the new municipal budget public consultation policy.

***Karen Brown gave an overview of her report to Committee, noting***

*her Department does not have the resources to perform certain works relating to this item. She then reviewed several options set out in her report pertaining to the required implementation for this additional workload. Councillor Poirier asked if there was a model we could use from either another municipality or from AMO in determining the best way to approach this matter. Mayor Compton asked under what authority the City is required to meet these requirements. Karen Brown explained the new accounting and reporting standards is through the Canadian Institute of Chartered Accountants, and that the province may enforce this requirement by withdrawing certain funding.*

Recommendation approved.

JMcMillin

**5. Appointment of One (1) Kenora Shoppers Mall Rep. Harbourtown Centre Committee.**

**RECOMMENDATION:**

THAT Janet Alcock be hereby appointed to the Kenora Harbourtown Centre Committee as the Kenora Shoppers Mall Representative, with a term to expire November 30, 2010.

Recommendation approved.

JMcMillin

**6. Council Appointment – Kenora Hydro**

**RECOMMENDATION:**

THAT Councillor Andrew Poirier be hereby appointed to the Kenora Hydro Board of Directors with a term to expire November 30, 2010.

Recommendation approved.

JMcMillin

**7. January/February, 2007 Meeting Schedule**

**RECOMMENDATION:**

THAT Council hereby adopts the Standing Committee & Council Meeting Schedule for January and February, 2007 as attached to the City Clerk's December 7 report.

*Councillor Poirier asked how we are going to proceed with our governance; the status-quo or Committee of the Whole (COW). He expressed concern that we should consider a time change in order to accommodate certain Councillors' work schedules as well as the public's ability to attend. Committee agreed to continue with the status-quo for January and February and that the Governance Model be placed as an item on this Agenda for the January 23 Committee Meeting to start discussions on how to proceed on a forward basis.*

JMcMillin

Recommendation approved.

JMcMillin

**8. Hospital Foundation – Bill Inserts for Tree of Life Campaign**

**RECOMMENDATION:**

THAT the requested stuffer from the LOW Hospital Foundation (Tree of Life Campaign) be approved for inclusion in the December KMTS telephone

bills; and

THAT the \$.05 stuffer fee be waived in accordance with Council policy and approval be given to insert the Lake of the Woods District Hospital Foundation stuffer in our KMTS bills for the month of December 2006.

**Recommendation approved.**

JMcMillin

**9. 2007 Municipal Insurance**

**RECOMMENDATION:**

THAT Council receive the following proposals for the City's 2007 Municipal Insurance requirements: -

**Frank Cowan Company (The Standard) - \$ 496,642.00, plus taxes**  
**Jardine Lloyd Thompson Canada (The Standard) - \$418,589.00, plus taxes**  
**BFL Canada (Lk of the Wds Insurance) - \$509,063.00, plus taxes**

AND FURTHER THAT the proposal from The Standard with coverage through Jardine Lloyd Thompson for the period of January 1, 2007 to January 1, 2008 in the amount of \$418,589.00, plus taxes be hereby accepted.

**Recommendation approved.**

JMcMillin

**10. Council attendance at AMO's Training & Development Series**

**RECOMMENDATION:**

THAT the following be authorized to attend Module 1 of AMO's Training & Development Series for new Councillors in Dryden on February 21, 2007: -

Councillor Cuthbert  
Councillor Drinkwalter  
Councillor McCann  
Councillor Van Wallegghem; and further

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

**Recommendation approved.**

JMcMillin/  
PGrouda

**11. OGRA/ROMA 2007 Conference – Feb. 25-28 (Toronto)**

**RECOMMENDATION:**

THAT the following be authorized to attend the Ontario Good Roads Association/ROMA Annual Conference taking place in Toronto, February 25 to 28, 2007: -

Mayor Compton  
Councillor Cuthbert  
Councillor Drinkwalter  
Councillor McCann  
2 City Staff

AND THAT all eligible expenses in accordance with Council's Travel & Per

Diem Policy, be hereby approved.

Rick Perchuk is to confirm the names of the two staff members.

RPerchuk

**Recommendation approved.**

JMcMillin/  
PGrouda

**12. Provincial Offences Prosecutor**

**RECOMMENDATION:**

THAT Council approve the contract between Rick Strain, POA Prosecutor and the City of Kenora for POA prosecution services to 31 December 2008; and further

THAT three readings be given to a by-law authorizing the contract between Rick Strain, POA Prosecutor and the City of Kenora for this purpose.

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

JMcMillin/  
PGrouda

**13. Employee Computer Purchase Policy**

**RECOMMENDATION:**

THAT Council approve the amended Municipal Employee Computer Purchase Policy no HR-2-13.

**Recommendation approved.**

JMcMillin

*It was noted this policy would also apply to Members of Council.*

**14. Section 357 - Cancellation and Refund of Taxes**

**RECOMMENDATION:**

THAT the Section 357 tax adjustments totaling \$458,719.56, (plus applicable penalty adjustment), with potential refunds of \$457,933.34 be approved.

**Recommendation approved.**

JMcMillin

**15. Proclamation – “Kenora Thistle Week”**

**RECOMMENDATION:**

THAT the Mayor be and is hereby authorized to proclaim the week of January 13 to 21, 2007 as “Kenora Thistle Week” in and for the City of Kenora.

**Recommendation approved.**

JMcMillin

*The Clerk is to prepare wording for the Proclamation for Monday's meeting.*

JMcMillin

*Councillor McMillan suggested Council hold a Council meeting on the ice surface at the Rec. Centre during the proclaimed week and perhaps dress in period costumes.*

**16. Reminder Public ZBLA Meetings – Monday, December 18<sup>th</sup>:**

**4:10 p.m. – Official Plan (OTIS Holdings)**

**4:25 p.m. – Zoning (Beaucage)**

4:35 p.m. – Zoning (Museum Annex)

4:45 p.m. – Zoning (Ramchandrar)

*It was mentioned these items will be listed on the Council Agenda.*

Council

**ITEMS ON HOLD:**

- Meeting Schedule '07 Municipal Budget Preliminary Plan

*It was noted this item may now be removed from the Agenda.*

JMcMillin

- Hospital Action Plan

*It was noted this item may now be removed from the Agenda.*

JMcMillin

- Draft Noise By-law

*The Clerk explained that all public comments received by the November 30 deadline have been forwarded to our Solicitor for review and comment back to the City.*

**OTHER BUSINESS**

*Update on any outstanding required Committee Appointments*

Heritage Committee

**RECOMMENDATION:**

THAT the following be appointed to the Kenora Municipal Heritage Committee with a term to expire November 30, 2010: -

Rory McMillan – Council Rep.  
David McCann – Council Alternate  
Ted Szajewski – Citizen Rep.  
Frank Bergman – Citizen Rep.  
Murray MacDonald – Citizen Rep.

Recommendation approved.

JMcMillin

Leisure Services Committee

**RECOMMENDATION:**

THAT the following be appointed to the Leisure Services Committee with a term to expire November 30, 2010: -

Chris Van Walleghem – Council Rep.  
Charito Drinkwalter – Council Alternate  
John O'Flaherty – Citizen Rep.  
Randy Nickle – Citizen Rep.  
Ron Brown – Citizen Rep.  
Christine Hansen – Citizen Rep.  
Jeff Rasmussen – Citizen Rep.  
(2 Vacancies to fill)

Recommendation approved.

JMcMillin

**Handi Transit Board**

**RECOMMENDATION:**

THAT the following be appointed to the Handi Transit Board with a term to expire November 30, 2010: -

Charito Drinkwalter – Council Rep.  
David McCann – Council Alternate  
Robert Fairfield – Citizen Rep.  
Irma Green – Citizen Rep.  
Barbara Pearson – Citizen Rep.  
Lawrence Rosdobutko – Citizen Rep.  
Margaret Maybank – Citizen Rep.  
(2 Vacancies to fill)

**Recommendation approved.**

**JMcMillin**

**NEXT MEETING**

- **Tuesday, January 9, 2007 between 3:30 p.m. & 6:30 p.m.**

**ADJOURNMENT**

Moved by C. Van Wallegghem, Seconded by A. Poirier & Carried: -

**THAT this meeting be adjourned at 4:40 p.m.**