



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
REGULAR COUNCIL MEETING
AGENDA

Thursday, November 28, 2019, 6:30 P.M.
Main Level Chambers

An audio recording of the Open Session of this meeting is being made and will be available through the Municipal Website as a public service to further enhance access to municipal government services and to continue to promote open and transparent government. As a visitor, your presence may be recorded and your name and address may be revealed during certain parts of the Council meeting.

	Pages
1. <u>CALL TO ORDER AND ROLL CALL</u>	
2. <u>ADOPTION OF THE AGENDA</u>	
Draft Motion: BE IT RESOLVED THAT the Regular Council Agenda dated be adopted as presented/amended.	
3. <u>DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF</u>	
4. <u>REPORT FROM CLOSED SESSIONS</u>	
5. <u>ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS</u>	
5.1 DRAFT Regular Council Meeting - November 07, 2019	1
Draft Motion: BE IT RESOLVED THAT the Minutes of the Regular Council Meeting held on November 07, 2019 be adopted as presented/amended.	
5.2 DRAFT Special Council Meeting - November 07, 2019	13
Draft Motion: BE IT RESOLVED THAT the Minutes of the Special Council Meeting held on November 07, 2019 be adopted as presented/amended.	
5.3 DRAFT Special Council Meeting - November 14, 2019	15
Draft Motion: BE IT RESOLVED THAT the Minutes of the Special Council Meeting held on November 14, 2019 be adopted as presented/amended.	
6. <u>BUSINESS ARISING FROM THE MINUTES</u>	
7. <u>DELEGATIONS/PRESENTATIONS</u>	
7.1 Registered Delegations - With Presentations	
7.2 Invited Presentations	
1. MHBC Planning Urban Design & Landscape Architecture	
RE: Planning Consultant RFP	

Draft Motion:

BE IT RESOLVED THAT Council receive the presentation from MHBC Planning Urban Design & Landscape Architecture regarding the Planning Consultant RFP.

2. Tulloch Engineering Planning Consulting Services
RE: Engineering Services & Planning Consultant RFP

Draft Motion:

BE IT RESOLVED THAT Council receive the presentation from Tulloch Engineering Planning Consulting Services regarding the Engineering Services and the Planning Consultant RFP.

3. J.L.Richards & Associates Limited
RE: Engineering Services & Planning Consultant RFP

Draft Motion:

BE IT RESOLVED THAT Council receive the presentation from J.L. Richards & Associates Limited regarding the Engineering Services and the Planning Consultant RFP.

7.3 Registered Delegations - Without Presentations

7.4 Unregistered Delegations

** 5 minutes per each presenter for a Maximum of 15 Minutes in total for all unregistered presentations**

8. CONSENT AGENDA ITEMS

Draft Motion:

BE IT RESOLVED THAT Council adopt the consent agenda motions presented on the agenda.

8.1 Staff Report(s) for Information:

8.2 Correspondence for Information:

Hard copies of all correspondence for information is available at the Municipal office on request. The information items have been circulated to Council prior to the meeting.

Draft Motion:

BE IT RESOLVED THAT correspondence items numbered: 8.2.1 to 8.2.2 on this agenda be received by Council for information and be noted, filed, and recorded in the minutes of this meeting;

1. Association of Municipalities Ontario 17
RE: Public Health and Emergency Health Services Modernization Consultation

2. Estimated Levy Increase 19

8.3 Minutes of Local Boards & Committee:

9. STAFF REPORTS

9.1 Memo 2019-M-197 Christmas 21

Draft Motion:

BE IT RESOLVED THAT Council receive Memo 2019-M-197;

9.2 Memo 2019-M-198 CRTC Broadband Funding 22

Draft Motion:

BE IT RESOLVED THAT Council receive Memo 2019-M-198;

AND FURTHER THAT Council directs Staff to investigate the fund and report back to

	Council at the January 30, 2020 meeting regarding a potential application.	
9.3	Memo 2019-M-199 Ontario Job Site Challenge	25
	Draft Motion: BE IT RESOLVED THAT Council receive Memo 2019-M-199.	
9.4	Memo 2019-M-200 Ontario Health Team	28
	Draft Motion: BE IT RESOLVED THAT Council receive Memo 2019-M-200; AND FURTHER THAT Council directs the appropriate officers to complete the sign-up for to become a sponsor for the Temiskaming Health Team.	
9.5	Memo 2019-M-201 Budget Variance Report	48
	Draft Motion: BE IT RESOLVED THAT Council receive Memo 2019-M-201.	
9.6	Memo 2019-M-202 Procedural By-Law Review	66
	Draft Motion: BE IT RESOLVED THAT Council receive Memo 2019-M-202;	
9.7	Memo 2019-M-203 Citizen Awards	113
	Draft Motion: BE IT RESOLVED THAT Council receive Memo 2019-M-203; AND FURTHER THAT Council direct Staff to advertise and accept nominations until December 11, 2019; AND FURTHER THAT an Ad Hoc Committee consisting of the following Members of Council be established to meet, review the nominations, and make a decision concerning award(s) for 2019; AND FURTHER THAT recipients be invited to the Regular Council meeting scheduled for January 9, 2020 to be recognized appropriately.	
9.8	Memo 2019-M-206 SHI EOI Ontario	115
	Draft Motion: BE IT RESOLVED THAT Council receive Memo 2019-M-206; AND FURTHER THAT Council directs Staff to complete the Expression of Interest for the Sustainable Housing Initiative and submit prior to the November 30 th deadline.	
9.9	Memo 2019-M-208 Report from Treasurer/Administrator	118
	Draft Motion: BE IT RESOLVED THAT Council receive Memo 2019-M-208, report from Treasurer/Administrator, for Information.	
10.	<u>COUNCIL COMMITTEE REPORTS</u>	
11.	<u>ANNOUNCEMENTS - MAYOR AND COUNCIL</u>	
12.	<u>CORRESPONDENCE</u>	
12.1	Action Correspondence	
12.2	Resolution from Other Municipalities	
1.	Memo 2019-M-204 Resolution from the Municipality of Larder Lake	120

Draft Motion:

BE IT RESOLVED THAT Council receive Memo No. 2019-M-204;

AND FURTHER THAT Council receive and file.

2. Memo 2019-M-205 Resolution form the Municipality of Prescott

125

Draft Motion:

BE IT RESOLVED THAT Council receive Memo No. 2019-M-205;

AND FURTHER THAT Council supports the resolutions passed by the Council of the Municipality of Prescott in their motion to have Provincial consultation on the transformation of Building Services in Ontario.

13. BY-LAWS

13.1 By-Law 19-1488 Amendment to By-Law 11-1020

128

RE: A By-Law to govern the proceedings of the Committee of Adjustment Members

Draft Motion:

BE IT RESOLVED THAT by-law 19-1488, being a by-law to amend By-Law 11-1020, a by-law to govern the proceedings of the Committee of Adjustment Members be taken as read first, a second and third time and finally passes this 28 day of November, 2019;

AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

13.2 By-Law 19-1489 Repeal and Replace By-Law 19-1444

129

Re: A By-Law to Appoint Committee of Adjustment Members

Draft Motion:

BE IT RESOLVED THAT by-law 19-1489, being a by-law to repeal and replace By-Law 19-1444, a by-law to appoint Committee of Adjustment Members be taken as read first, a second and third time and finally passes this 28 day of November, 2019;

AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

14. COMMITTEE MEETINGS

15. UNFINISHED BUSINESS

15.1 Memo 2019-M-189 Engineering Services RFP

130

19-419

MOVED BY: J. Harding

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo 2019-M-189, Engineering Services RFP;

AND FURTHER THAT Council directs Staff to work with J.L. Richards to develop an agreement for the provision of Engineering Services for Council's consideration.

DEFFERED

19-420

MOVED BY: B. Leudke

SECONDED BY: J. Koistinen

That Council defer item to the next Regular Council Meeting, November 28th, 2019.
CARRIED

Draft Motion:

BE IT RESOLVED THAT Council discuss resolution 19-419.

15.2 Memo 2019-M-190 Planning Consultant RFP 131
19-421

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo 2019-M-190, Planning Consultant RFP;

AND FURTHER THAT Council directs Staff to work with J.L. Richards to develop an agreement for the provision of Consulting Planning Services for Council's consideration.

DEFERRED

19-422

MOVED BY: B. Leudke

SECONDED BY: C. Dwyer

That Council defer item to the next Regular Council Meeting, November 28th, 2019.
CARRIED

Draft Motion:

BE IT RESOLVED THAT Council discuss resolution 19-421.

15.3 Memo 2019-M-166 Donations - Cash and In Kind 132
19-397

MOVED BY: J. Koistinen

SECONDED BY: J. Shymko

BE IT RESOLVED THAT Council receive the summary of donations made to September 30, 2019 as information.

DEFERRED

19-398

MOVED BY: J. Shymko

SECONDED BY: C. Dwyer

That Council defer the item until further clarification.
CARRIED

Draft Motion:

BE IT RESOLVED THAT Council discuss resolution 19-397.

16. NEW BUSINESS

16.1 Memo 2019-M-207 - 2020 Budget Guidelines 133

Draft Motion:

BE IT RESOLVED THAT Council receive Memo 2019-M-207;

AND FURTHER THAT Council directs Staff to use the guideline as presented containing a maximum increase for taxation revenue and COLA adjustments of 2%.

16.2 Memo 2019-M-209 Service Delivery- Winter Maintenance 136

Draft Motion:

BE IT RESOLVED THAT Council receive Memo 2019-M-209, Service Delivery, Winter Maintenance;

AND FURTHER THAT Council authorize Staff to order an appropriate replacement vehicle for the present F250 with a 2020 delivery date.

17. **NOTICE OF MOTION**

18. **QUESTIONS FROM PUBLIC - ITEMS ON THE AGENDA**

19. **CONFIRMATION BY-LAW**

137

Draft Motion:

BE IT RESOLVED THAT By-Law 19-1490, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Temagami, be taken as read a first, second and third time and finally passed this 28 day of November;

AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

20. **ADJOURNMENT**

Draft Motion:

BE IT RESOLVED THAT this meeting adjourn at x:xx p.m.



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

DRAFT REGULAR COUNCIL MEETING

MINUTES

Thursday, November 7, 2019, 3:30 P.M.

Main Level Chambers

PRESENT: D. O'Mara, C. Dwyer, B. Leudke, J. Harding, M. Youngs, J. Koistinen

STAFF: C. Davidson, S. Fournier, S. Pandolfo, D. Bell, B. Turcotte,
J. Sanderson, R. Latour

CALL TO ORDER AND ROLL CALL

Mayor O'Mara called the meeting to order at 3:40 pm. There were 3 people in the audience.
The Mayor called the Roll.

ADOPTION OF THE AGENDA

19-413

MOVED BY: J. Koistinen

SECONDED BY: B. Leudke

BE IT RESOLVED THAT the Regular Council Agenda dated November 7, 2019 be adopted as presented.

CARRIED

DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Councillor Leudke declared a conflict of interest regarding section 9.3

REPORT FROM CLOSED SESSIONS

Mayor O'Mara reported that during the closed sessions, Council had received in update on a property matter.

ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS

DRAFT Regular Council Meeting - October 17, 2019

19-414

MOVED BY: M. Youngs

SECONDED BY: J. Harding

BE IT RESOLVED THAT the Minutes of the Regular Council Meeting held on October 17, 2019 be adopted as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

2019-M-165 Council Meetings in 2020 and placing items on the agenda.

It was recommended that the Procedural By-Law be added as an item to the next Regular Council Meeting.

2019-M-166 Donations - Cash and In Kind

It was requested that the Memo-M-166 be re-listed as an item to the next Regular Council Meeting.

DELEGATIONS/PRESENTATIONS

Registered Delegations - With Presentations

Invited Presentations

Registered Delegations - Without Presentations

Unregistered Delegations

** 5 minutes per each presenter for a Maximum of 15 Minutes in total for all unregistered presentations**

CONSENT AGENDA ITEMS

19-415

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council adopt the consent agenda motions presented on the agenda.

CARRIED

Staff Report(s) for Information:

Correspondence for Information:

19-415 A

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT correspondence items numbered: 8.2.1 to 8.2.3 on this agenda be received by Council for information and be noted, filed, and recorded in the minutes of this meeting;

CARRIED

8.2.1 Ministry of Energy Northern Development and Mines

RE: Ontario Electricity Rebate (OER)

8.2.2 Ministry of Natural Resources and Forestry

RE: Environmental Registry notice (019-0732) by the Ministry of Natural Resources and Forestry regarding proposal three statutes and make a new regulation

8.2.3 Temagami First Nation

RE: Ribbon Cutting Ceremony of the new Multi-use Facility

Minutes of Local Boards & Committee:

19-415 B

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT the minutes of the Advisory Committees and Local Boards that have been submitted for Council's consideration be received listed in the minutes of this meeting;

CARRIED

1. Board of Management of Au Château Minutes - September 2019

STAFF REPORTS

Marten River Fire Department Report - October 2019

19-416

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive the monthly report from the Marten River Fire Department for information.

CARRIED

Temagami Fire Department Report - October 2019

19-417

MOVED BY: B. Leudke

SECONDED BY: J. Harding

BE IT RESOLVED THAT Council receive the monthly report from Temagami Fire Department for information.

CARRIED

Public Works Report - September/October 2019

19-418

MOVED BY: J. Koistinen

SECONDED BY: M. Youngs

BE IT RESOLVED THAT Council receive the September and October report from the Public Works Department for information.

CARRIED

Memo 2019-M-189 Engineering Services RFP

19-419

MOVED BY: J. Harding

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo 2019-M-189, Engineering Services RFP;

AND FURTHER THAT Council directs Staff to work with J.L. Richards to develop an agreement for the provision of Engineering Services for Council's consideration.

DEFERRED

19-420

MOVED BY: B. Leudke

SECONDED BY: J. Koistinen

That Council defer item to the next Regular Council Meeting, November 28th, 2019.

CARRIED

Memo 2019-M-190 Planning Consultant RFP

19-421

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo 2019-M-190, Planning Consultant RFP;

AND FURTHER THAT Council directs Staff to work with J.L. Richards to develop an agreement for the provision of Consulting Planning Services for Council's consideration.

DEFERRED

19-422

MOVED BY: B. Leudke

SECONDED BY: C. Dwyer

That Council defer item to the next Regular Council Meeting, November 28th, 2019.

CARRIED

Memo 2019-M-191 Biannual Bridge Inspections

19-423

MOVED BY: B. Leudke

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT Council receive Memo 2019-M-191, Biannual Bridge Inspections;

AND FURTHER THAT Council directs Staff to incorporate recommendations into future work plans.

CARRIED

Memo 2019-M-186 Ontario's Main Street Revitalization Initiative

19-424

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive Memo 2019-M-186;

AND FURTHER THAT Council direct Staff to contact AMO to find an alternative as to where the funds could be used.

AMENDED

19-425

MOVED BY: J. Koistinen

SECONDED BY: B. Leudke

AND FURTHER THAT a Public Meeting with a Special Meeting of Council Scheduled for the same day be organized to make a decision based on AMO'S assistance.

AMENDED

RECORDING VOTE

COUNCILLOR DWYER	YAY
COUNCILLOR HARDING	NAY
COUNCILLOR KOISTINEN	YAY
COUNCILLOR LEUDKE	YAY
COUNCILLOR SHYMKO	ABSENT
COUNCILLOR YOUNGS	NAY
MAYOR O'MARA	YAY

19-426

MOVED BY: J. Harding

SECONDED BY: M. Youngs

AND FURTHER THAT Council direct staff to request AMO for an extension on the grant.

CARRIED

19-424

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive Memo 2019-M-186;

AND FURTHER THAT Council direct Staff to contact AMO to find an alternative as to where the funds could be used.

AND FURTHER THAT a Public Meeting with a Special Meeting of Council Scheduled for the same day be organized to make a decision based on AMO'S assistance.

AND FURTHER THAT Council direct staff to request AMO for an extension on the grant.

CARRIED

Memo 2019-M-180 Committee of Adjustment Membership Appointment

19-427

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo 2019-M-180, regarding the Committee of Adjustment (COA) Membership;

AND FURTHER THAT Council direct staff to prepare the necessary by-law for the next meeting of Council and appoint: 2. 3.

AMENDED

19-428

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED TO increase the amount of 3 Councillor.

DEFEATED

RECORDING VOTE

COUNCILLOR DWYER	YAY
COUNCILLOR HARDING	NAY
COUNCILLOR KOISTINEN	YAY
COUNCILLOR LEUDKE	YAY
COUNCILLOR SHYMKO	ABSENT
COUNCILLOR YOUNGS	NAY
MAYOR O'MARA	NAY

19-427

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo 2019-M-180, regarding the Committee of Adjustment (COA) Membership;

AND FURTHER THAT Council direct staff to prepare the necessary by-law for the next meeting of Council and appoint Councillor B. Leudke.

CARRIED

Memo 2019-M-196 Proactive Enforcement Policy

19-429

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo 2019-M-196;

AND FURTHER THAT Council consider approving a policy directing staff to change from reactive/complaint based enforcement to proactive enforcement.

CARRIED

Memo 2019-M-177 ICIP Funding Program - Green Stream

19-430

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive Memo 2019-M-177, ICIP Funding Program – Green Stream;

AND FURTHER THAT Council directs Staff to prepare an application for wastewater works anticipated to be completed in Temagami North.

CARRIED

Memo 2019-M-178 Guppy Road

19-431

MOVED BY: B. Leudke

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT Council receive Memo 2019-M-178, Request – Guppy Road Resident;

AND FURTHER THAT Council directs Staff to review the request according to the Road Assumption Policy considered and passed by Council earlier this year.

CARRIED

Memo 2019-M-181 Letter from the Minister Clerk

19-432

MOVED BY: B. Leudke

SECONDED BY: M. Youngs

BE IT RESOLVED THAT Council receive Memo 2019-M-181, Letter from Minister Clark;

AND FURTHER THAT Council directs Staff to prepare to apply for funding under the Municipal Modernization Program for service delivery reviews once the eligibility and application process are announced by the Province.

CARRIED

Memo 2019-M-188 Years of Service Award Program -Temagami Fire Department

19-433

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

WHEREAS there is currently no municipal Years of Services Award Program to recognize the dedication and value that Members of the Temagami Fire Department provide to the community;

AND WHEREAS Members of Council wish to implement a formal program to recognize the dedication and long term service provided by members of the Temagami Fire Department;

BE IT THEREFORE RESOLVED THAT Council supports the Temagami Fire Department Years of Service Awards Program;

AND FURTHER THAT this program be funded through the department's annual operating budget.

CARRIED

Memo 2019-M-183 Lions Club Youth Activities

19-434

MOVED BY: J. Koistinen

SECONDED BY: M. Youngs

BE IT RESOLVED THAT Council received Memo 2019-M-183;

AND FURTHER THAT Council direct staff to prepare a by-law and terms of reference for the Community Recreation and Events Committee.

CARRIED

Memo 2019-M-195 Lake Watch Sign

19-435

MOVED BY: J. Koistinen

SECONDED BY: M. Youngs

BE IT RESOLVED THAT Council receive Memo 2019-M-195, Lake Watch Sign;

AND FURTHER THAT Council directs Staff to remove the sign pending further direction from the Temagami Police Services Board.

CARRIED

Memo 2019-M-192 Manitou Landing

19-436

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo 2019-M-192, Manitou Landing;

AND FURTHER THAT Council directs Staff to coordinate tree removal of identified trees at Manitou Landing which are not on property occupied by the mining company;

AND FURTHER THAT this work be completed prior to December 31st if possible.

CARRIED

Memo 2019-M-182 Breakfast with Santa

19-437

MOVED BY: M. Youngs

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council received memo 2019-M-182;

AND FURTHER THAT Council officially deem the annual Breakfast with Santa as a Municipal Event in partnership with the Temagami Lions Club.

CARRIED

Memo 2019-M-184 Country Christmas

19-438

MOVED BY: J. Koistinen

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT Council receive Memo 2019-M-184;

AND FURTHER THAT Council approve the purchase of the third party liability insurance for the Temagami Country Christmas and contribute to the event through hay wagon rides.

CARRIED

Memo 2019-M-187 Boatline Bay Marine - EMS Transportation

19-439

MOVED BY: B. Leudke

SECONDED BY: M. Youngs

BE IT RESOLVED THAT Council receive memo No. 2019-M-187;

AND FURTHER THAT Council direct staff to prepare a letter of thanks and recognition to Ken and Carol Reeder and to purchase a gift valued at \$250 as a gesture of gratitude for their many years of service.

CARRIED

Memo 2019-M-193 Temagami Community Foundation req. to permit ticket sales within Municipal Boundary

19-440

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive Memo 2019-M-193;

AND FURTHER THAT Council endorse the ticket sales within the Municipal Boundary and provide letter to that effect.

CARRIED

Memo 2019-M-194 Lions Club Seniors Christmas Dinner

19-441

MOVED BY: M. Youngs

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo 2019-M-194, Temagami Lions Club Christmas Dinner;

AND FURTHER THAT Council approves waiving the fees for use of the Community Centre and sponsoring refreshments for the event.

CARRIED

Memo 2019-M-174 Tax Arrears - 2016 and prior

19-442

MOVED BY: B. Leudke

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive Memo 2019-M-174, Taxes Receivable 2016 and Prior, for information.

CARRIED

Memo 2019-M-175 OMPF Allocation for 2020

19-443

MOVED BY: B. Leudke

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT Council receive Memo 2019-M-175, 2020 Allocation under the Ontario Municipal Partnership Fund, for information.

CARRIED

Memo 2019-M-176 MMAH Financial Indicators

19-444

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo 2019-M-176, MMAH Financial Indicators, for information.

AMENDED

19-445

MOVED BY: B. Leudke

SECONDED BY: C. Dwyer

AND FURTHER THAT Council direct staff to invite MMAH for a presentation.

CARRIED

19-444

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive Memo 2019-M-176, MMAH Financial Indicators, for information.

AND FURTHER THAT Council direct staff to invite MMAH for a presentation.

CARRIED

Memo 2019-M-185 World's Largest Canvas Canoe Update

19-446

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive Memo 2019-M-185; World's Largest Canvas Canoe, for information.

CARRIED

COUNCIL COMMITTEE REPORTS

ANNOUNCEMENTS - MAYOR AND COUNCIL

Councillor J. Harding reported on northern highway winter road standards.

Councillor M. Youngs reported on a resident letter.

CORRESPONDENCE

Action Correspondence

Resolution from Other Municipalities

BY-LAWS

Encroachment By-Law 19-1485

19-447

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive Memo 2019-M-179;

BE IT RESOLVED THAT By-law 19-1485, being a by-law to establish the Encroachment By-Law, be taken as read a first, second and third time and finally passed this 7th day of November, 2019;

AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

AMENDED

19-448

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

AND FURTHER THAT By-law 19-1485, being a by-law to establish the Encroachment By-Law, be taken as read a first, passed this 7th day of November, 2019;

AND FURTHER THAT a Public Meeting be held to review by-law.

CARRIED

19-447

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive Memo 2019-M-179;

AND FURTHER THAT By-law 19-1485, being a by-law to establish the Encroachment By-Law, be taken as read a first, passed this 7th day of November, 2019;

AND FURTHER THAT a Public Meeting be held to review by-law.

CARRIED

COMMITTEE MEETINGS

UNFINISHED BUSINESS

NEW BUSINESS

NOTICE OF MOTION

QUESTIONS FROM PUBLIC - ITEMS ON THE AGENDA

CONFIRMATION BY-LAW

19-449

MOVED BY: C. Dwyer

SECONDED BY: M. Youngs

BE IT RESOLVED THAT By-law 19-1497, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Temagami, be taken as read a first, second and third time and finally passed this 7 day of November 2019;

AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.

CARRIED

ADJOURNMENT

19-450

MOVED BY: J. Koistinen

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT this meeting adjourn at 6:20 p.m.

CARRIED

Mayor

Clerk



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

SPECIAL COUNCIL MEETING

DRAFT MINUTES

**Thursday, November 7, 2019, 6:30 P.M.
Main Level Chambers**

PRESENT: D. O'Mara, C. Dwyer, B. Leudke, J. Harding, M. Youngs, J. Koistinen

ABESENT: J. Shymko,

STAFF: C. Davidson, S. Fournier

PURPOSE OF THIS SPECIAL MEETING

THE PURPOSE of this Special Meeting of Council to be held on November 7, 2019 at 6:30 in the Council Chambers to receive a report from Integrity Commissioner and potential of a closed meeting as permitted under section 239 of the Municipal Act, 2001 as amended, in order to address matters pertaining to:

Section (2) (f) the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

CALL TO ORDER AND ROLL CALL

Mayor O'Mara called the meeting to order at 6:51 p.m. The Mayor called the Roll.

DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

The Mayor asked for any disclosures of interest. The administration noted that none had been received. There were no declarations made at this time.

DELEGATIONS/ PRESENTATIONS

Integrity Commissioner

19-451

MOVED BY: J. Koistinen

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT Council receive the report from the Integrity Commission regarding a complaint investigation.

CARRIED

CLOSED SESSION

19-452

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT this Special Council meeting proceed in camera at 7:03p.m. under section 239 of the Municipal Act, 2001, as amended, in order to address matters pertaining to:

Section (2) (f) the receiving of advice that is subject to solicitor-client privilege, including communications necessary for that purpose.

RECORDING VOTE

DEPUTY MAYOR DWYER	YAY
COUNCILLOR HARDING	NAY
COUNCILLOR KOISTINEN	YAY
COUNCILLOR LEUDKE	YAY
COUNCILLOR SHYMKO	ABSENT
COUNCILLOR YOUNGS	YAY
MAYOR O'MARA	YAY

CARRIED

ADJOURNMENT

19-453

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council adjourn this Closed Meeting at 10:08 p.m.

CARRIED

Mayor

Clerk



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

SPECIAL COUNCIL MEETING

DRAFT MINUTES

Thursday, November 14, 2019, 6:30 P.M.

Main Level Chambers

PRESENT: D. O'Mara, C. Dwyer, B. Leudke, J. Harding, M. Youngs, J. Shymko,
J. Koistinen

STAFF: C. Davidson, D. Bell, B. Turcotte

PURPOSE OF THIS SPECIAL MEETING

A Special Meeting of Council to be held on November 14, 2019, following the 7:30 p.m. Public Meeting in the Council Chambers to discuss the proposed Encroachment By-Law and discuss ideas and opportunities for the potential uses of AMO Funding Program.

CALL TO ORDER AND ROLL CALL

Mayor O'Mara called the meeting to order at 7:30 pm. There were 3 people in the audience. The Mayor called the Roll.

DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

The Mayor requested disclosure of pecuniary interest. Administration reported that none were received prior to the meeting. There were no other disclosures made.

DISCUSSIONS OF THE PUBLIC MEETING

Encroachment By-Law

19-454

MOVED BY: M. Youngs

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT Council receive comments from the Public and interested agencies on the Encroachment By-Law (By-Law 19-1485) until December 17th;

AND FURTHER THAT Council directs Staff to compile comments received to be heard at the Public Meeting on December 19, 2019 at 6:30 p.m., immediately preceding the Regular Session of Council scheduled for that day.

CARRIED

Ontario's Main Street Revitalization Initiative

19-455

MOVED BY: J. Koistinen

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT Council directs Staff to continue with the Gazebo Project until January 31, 2020 and at that time, should an extension to the grant deadline not be received, purchase street furniture with the Main Street Funds.

CARRIED

ADJOURNMENT

19-456

MOVED BY: C. Dwyer

SECONDED BY: J. Harding

BE IT RESOLVED THAT this meeting adjourn at 7:45 p.m.

CARRIED

Mayor

Clerk

From: AMO Communications <Communicate@amo.on.ca>
Sent: Tuesday, November 19, 2019 9:43 AM
To: Suzie Fournier
Subject: Public Health and Emergency Health Services Modernization Consultation

AMO Policy Update not displaying correctly? [View the online version](#) | [Send to a friend](#)
Add Communicate@amo.on.ca to your safe list



POLICY UPDATE

November 19, 2019

Public Health and Emergency Health Services Modernization Consultation

The Ministry of Health is consulting on Public Health and Emergency Health Services modernization. This will be a broad consultation with municipal governments, Boards of Health, local Public Health agencies, EMS services, and other stakeholders. AMO will work with our members, partner associations, the Ministry of Health and the Municipal Advisor, Jim Pine, throughout the process to bring forward practical solutions for public health and emergency health services that work best for residents, communities, and municipal governments.

The video of the webinar launch and two discussion papers are available on the Ontario government [website](#).

Written submissions and completion of an [online survey](#) will be accepted up until February 10th, 2020.

Planning for in-person meetings across the province are underway. Information about the dates and locations will be available soon.

The public can [email](#) the Ministry of Health with any questions about the consultations.

People interested in signing up for the government's "Connected Care Updates" on health in general, can [subscribe](#) to the Ministry of Health.

AMO will continue to keep members aware of relevant developments including the response to the consultation.

AMO Contact: Michael Jacek, Senior Advisor, mjacek@amo.on.ca, 416-971-9856 ext. 329.

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.



Please consider the environment
before printing this.

Association of Municipalities of Ontario
200 University Ave. Suite 801, Toronto ON Canada M5H 3C6
To unsubscribe, please [click here](#)

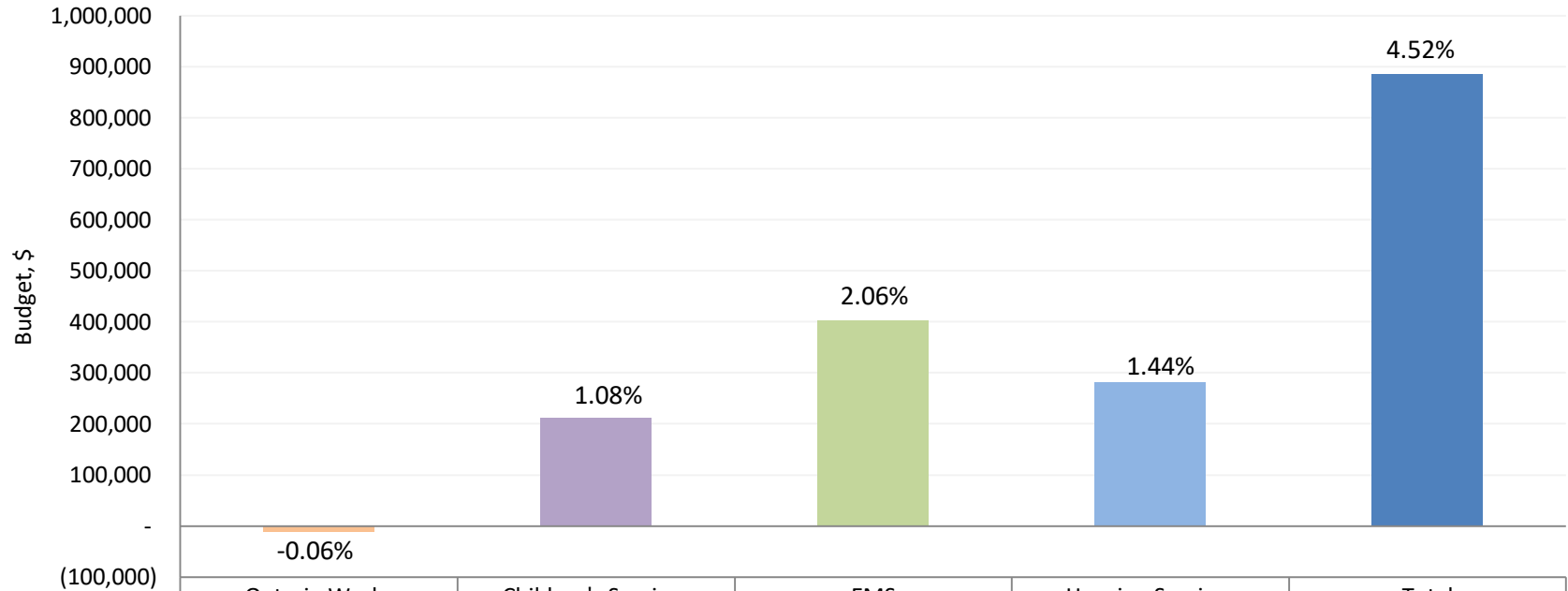




DNSSAB

Estimated 2020 Levy Increase

Estimated Municipal Levy Impact for 2020



	Ontario Works	Children's Services	EMS	Housing Services	Total
Department	(11,154)	211,716	403,803	282,456	886,821



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-197

☒ Staff
☐ Committee

Subject: Christmas
Agenda Date: November 28, 2019
Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-197;

INFORMATION

As reported previously, Staff have organized a Staff Function as part team building and part Christmas function. This will be the first time that we have, as a Staff, have such an event since I have arrived and it is being funded by Staff.

Last year, Council directed (Resolution 19-46) "THAT Council of the Municipality of Temagami, in the Spirit of the Season, give to all fulltime employees a \$50.00 Christmas bonus cheque, a small gift (James Faubert Art Print), a Christmas card, and in addition to the time where the office is closed in accordance to our Human Resources Policy, a further half day be taken either on Christmas Eve or New Year's Eve; AND FURTHER THAT all part-time employees, volunteers and Board members be given a small gift."

We have been asked to have a spot on the agenda for Council to discuss Christmas plans for this year.

Staff would like to recommend that an 'appetizer pot luck' be held on the Friday before Christmas starting at 2:30 and that the office be closed to the Public between Christmas and New Year's Day. For the office closure, Staff would use vacation time should they want to be off work. For 2019, this would equate to 2.5 days and would reduce the need to have a base complement of Staff present during this important family time of the year. The Clerk inquired with other municipalities about office hours during Holidays. Most of them are closed between Xmas and New Year and some do not open until January 6th. The Council grants them the time off.

Our Human Resources Policy, other than the half day granted for Christmas Eve and New Year's Eve is silent as it relates to any Christmas function or bonus.

Based on the discussion, it would be appropriate to amend the resolution associated with this report. This can be done at the meeting.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-198

☒ **Staff**
☐ **Committee**

Subject:	CRTC Broadband Fund
Agenda Date:	November 28, 2019
Attachments:	Municipal Information Network Information

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-198;

AND FURTHER THAT Council directs Staff to investigate the fund and report back to Council at the January 30, 2020 meeting regarding a potential application.

INFORMATION

Recently, Council has had a presentation on the state of broadband as part of phase one of a broadband project. There was also a conference on this subject held earlier this month that was attended by some Members of Council and Staff.

The CRTC has opened a second call for application to their Broadband Fund. Applications are due by 5:00 pm, Pacific Standard Time on March 27, 2020.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



Municipal Information Network

[CLOSE](#)[PRINT](#)

Canada

Government of Canada

CRTC Broadband Fund launches second call to improve Internet access and mobile wireless services across Canada

November 14, 2019

On November 13, the CRTC launched its second call for [applications for the Broadband Fund](#). The CRTC is now accepting applications for all eligible projects to improve broadband access across Canada, including in areas covered by the [first call](#).

Applicants that have at least three years' experience deploying and operating broadband infrastructure in Canada may apply for funding for projects to build or upgrade access and transport broadband infrastructure or mobile wireless networks. Applicants must invest financially in their project and demonstrate that it would not be viable without the support of the Broadband Fund.

Other criteria, along with detailed information on how applications will be assessed, can be found in the Application Guide. Applications must be submitted using the CRTC's form by March 27, 2020 at 17:00 PST.

The Broadband Fund will provide up to \$750 million over five years to support projects that will help all Canadians to participate fully in the digital economy. The CRTC will announce the selected projects from the second call for applications in due course.

Quotes

"All Canadians should be able to participate in the digital economy. We are now accepting additional funding applications to improve access to broadband Internet and mobile wireless services in all underserved regions of Canada. Prospective applicants are encouraged to work with partners and to submit high-quality projects that will make a real difference in the lives of Canadians no matter where they live."

Ian Scott, Chairperson and CEO, CRTC

Quick facts

- The CRTC's universal service objective for fixed Internet access service is that all Canadians have access to at least 50 megabits per second (Mbps) download and 10 Mbps upload, with an option of unlimited data.
- The CRTC's goal is to achieve 90% coverage by the end of 2021 and 100% as soon as possible within the next decade.
- The universal service objective for mobile wireless services is that all Canadians have access to the latest generally deployed mobile wireless technology (currently LTE). It should be accessible in homes, businesses and along major roads.
- The CRTC launched the first call for applications for the Broadband Fund on June 3, 2019. It received 15 applications targeting the territories and satellite-dependent communities, and expects to announce the selected projects in 2020.
- The CRTC's Broadband Fund is designed to complement private-sector investments and public-sector initiatives.
- A comparative selection approach will be used to evaluate and select projects for funding, which will be conducted in a three-step process: eligibility, assessment and selection.
- Special consideration may be given to projects proposing to improve service in Indigenous or official-language minority communities.

Associated links

- [Telecom Notice of consultation CRTC 2019-372 Broadband Fund - Call for applications](#)
- [Telecom Notice of Consultation CRTC 2019-191 Broadband Fund - Call for applications](#)
- [Telecom Regulatory Policy CRTC 2019-190 Broadband Fund - Modifications to the Application Guide](#)
- [CRTC announces details of the Broadband Fund](#)
- [Telecom Regulatory Policy CRTC 2018 - 377 - Development of the Commission's broadband funding regime](#)
- [CRTC establishes fund to attain new high-speed Internet targets](#)
- [Telecom Regulatory Policy CRTC 2016-496 - Modern telecommunications services - The path forward for Canada's digital economy](#)
- [Broadband Fund](#)

For more information :

Organization:
Government of Canada
www.canada.gc.ca

CLOSE

PRINT



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-199

☒ Staff
☐ Committee

Subject:	Job Site Challenge
Agenda Date:	November 28, 2019
Attachments:	Letter from Deputy Minister, Small Business and Red Tape Reduction

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-199.

INFORMATION

Attached to this report is a letter received from the Deputy Minister responsible for Small Business and Red Tape Reduction with the Ministry of Economic Development, Job Creation and Trade regarding the Job Site Challenge initiative.

The Province is attempting to have a number of sites that could be showcased with the intention of attracting large-scale manufacturing investment. Basically, they are looking for sites ranging from 500 to 1500 acres which are capable of supporting large-scale manufacturing operations. They should (or could have) the appropriate land use planning zoning and be able to be serviced by utilities, transportation and other required infrastructure.

The Province is asking detailed proposals be submitted for consideration by March 31, 2020. If there are sites that Members believe would meet the needs of this program please submit them to administration and we can create a plan on getting the proposals completed and submitted by March 31, 2020.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator

Deputy Minister, Small Business
and Red Tape Reduction
Ministry of Economic Development,
Job Creation and Trade
56 Wellesley Street West
7th Floor
Toronto ON M7A 2E7
Telephone: 416-325-6927
Email: giles.gherson@ontario.ca

Sous-ministre des Petites Entreprises
et de la Réduction des formalités administratives
Ministère du Développement économique,
de la Création d'emplois et du Commerce
56, rue Wellesley Ouest
7e étage
Toronto ON M7A 2E7
Téléphone : 416 325-6927
Courriel: giles.gherson@ontario.ca

November 13, 2019

Re: Job Site Challenge

The Province of Ontario is pleased to announce the launch of the Job Site Challenge — an exciting new program open to property owners and land developers across the province.

The Job Site Challenge is a *mega site program* modelled on successful large-scale investment attraction opportunities created in a number of US states over the last decade. It is designed to create and showcase shovel-ready sites capable of attracting large-scale manufacturing investment. The government of Ontario will provide value-add services to increase the attractiveness of properties and market the sites to domestic and international investors.

This is an opportunity for municipalities, economic development agencies, real estate developers, industrial property owners and other interested parties to submit proposals to the Province identifying mega site candidates for consideration. With the assistance of an internationally recognized site selector, sites will be evaluated and selected, based on how well they meet a set of site eligibility criteria.

We are searching for sites ranging from 500 to 1,500 acres in size capable of supporting large-scale manufacturing operations. Specifically, sites that are or could be zoned for heavy industrial use and that are serviced or serviceable by utilities, transportation and other infrastructure.

Program participants of selected sites will benefit from:

- Validation and endorsement of their site by an internationally recognized site selector
- Promotion and marketing by both the Province and the site selector to international and domestic investors
- Streamlined approvals review process for applicable provincial licences, permits and environmental approvals required to develop and service a site.

As the first of its kind in Canada, the Job Site Challenge is intended to raise Ontario's profile and improve our attractiveness internationally — so that we can compete with other North American jurisdictions for coveted large-scale investments in automotive and other advanced manufacturing and create good, high-paying jobs for the people of Ontario.

To participate, applicants are asked to submit a detailed proposal for consideration by March 31, 2020. We are asking participants to put forward their “best case” with sites that meet the specified criteria.

All necessary information about the Job Site Challenge, including site eligibility criteria, is available in the program application guide which can be requested by email at burdenreductionteam@ontario.ca.

Should you have any questions about the program or how to apply, please contact the Ministry of Economic Development, Job Creation and Trade — Small Business and Red Tape Reduction at the email noted above. You can also visit the [Job Site Challenge website](#) for additional information.

Thank you for your interest in the Job Site Challenge. We look forward to working with interested program participants.

Regards,

A handwritten signature in black ink, appearing to read 'Giles Gherson', written over a horizontal line.

Giles Gherson
Deputy Minister



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-200

☒ **Staff**
☐ **Committee**

Subject:	Ontario Health Teams
Agenda Date:	November 28, 2019
Attachments:	Ontario Health Teams 101, OHT Sign up

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-200;

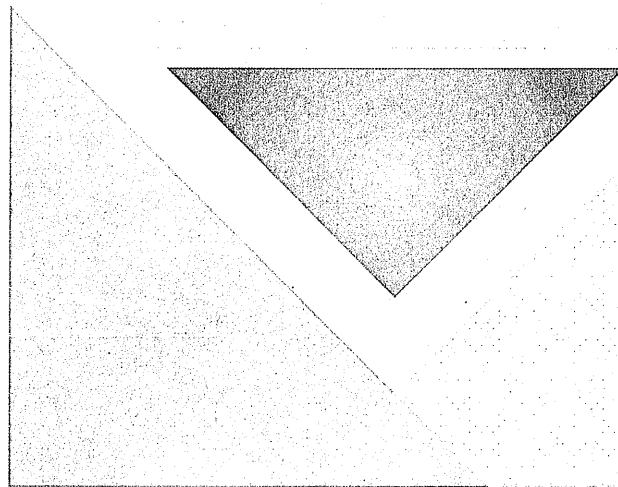
AND FURTHER THAT Council directs the appropriate officers to complete the sign-up for to become a sponsor for the Temiskaming Health Team.

INFORMATION

Attached to this report is an overview of some of the changes related to health care in the Province with the formation of Ontario Health Teams. While geographically, we are in the District of Nipissing, most of our health care is received through working relationships with agencies located in the District of Temiskaming.

Also attached to this report is a sign up form. There are three levels of support and it is recommended that we become a sponsor to ensure we are provided with future communication.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



ONTARIO HEALTH TEAMS 101

The Ontario government is building a connected health care system centered around patients, families and caregivers. These changes will make it easier to navigate the system and strengthen local services.



ONTARIO HEALTH TEAMS (OHT) 101

The Ontario government is building a connected health care system centered around patients, families and caregivers. These changes will make it easier to navigate the system and strengthen local services.

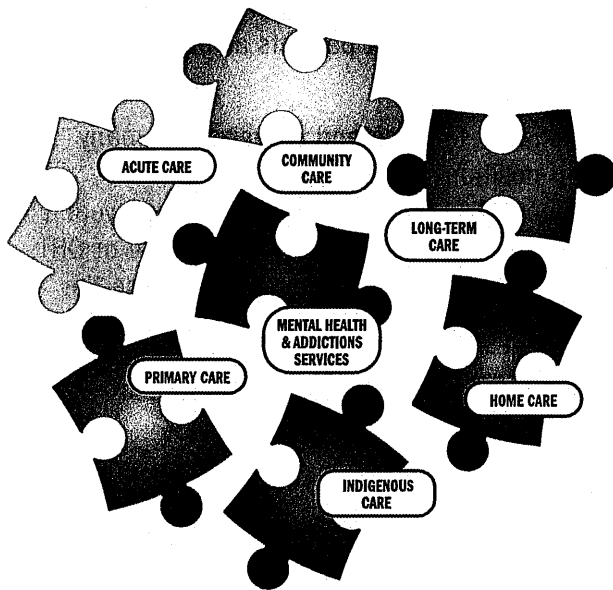
Ontario Health Teams (also known as an integrated care delivery system) are being introduced to provide a new way of organizing and delivering services in local communities. Under these new OHTs, the health care providers (including hospitals, primary care providers and home and community care providers) will work as one coordinated team – no matter where they provide care.

An OHT must have the ability to deliver at least three types of health services (e.g., primary care services, home care, acute care, mental health and addictions services, palliative care services, etc.).



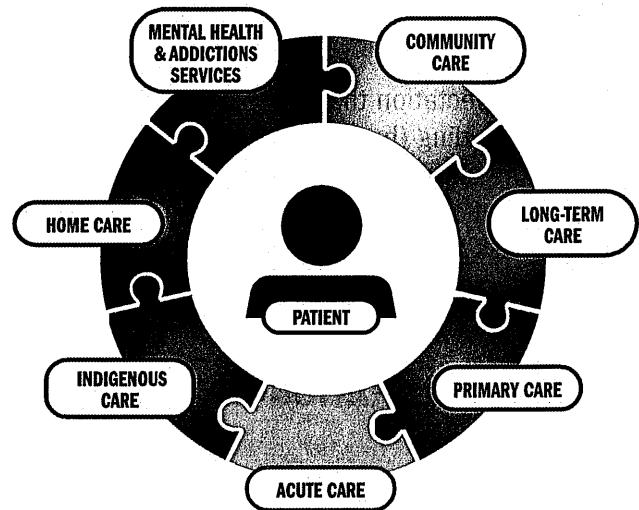
An OHT must have the ability to deliver at least three types of health services (e.g., primary care services, home care, acute care, mental health and addictions services, palliative care services, etc.).

CURRENT PROVINCIAL HEALTH CARE SYSTEM



Patient interacts with each organization separately.

FUTURE PROVINCIAL HEALTH CARE SYSTEM



A number of organizations that work together as one connected team.

PROCESS		TIMELINE
Open call for self-assessments	✓	APRIL 3, 2019
Deadline to submit self-assessments	✓	MAY 15, 2019
Selected groups will be invited to submit a full application	✓	JULY 17, 2019
Near North Health & Wellness successful!		
Deadline to submit full applications		OCTOBER 9, 2019
Final evaluation stage (could involve a community visit)		FALL 2019
Announce Ontario Health Team Candidates		FALL 2019
Deadline for Second Round of Ontario Health Teams self-assessments		DECEMBER 4, 2019

PATIENTS AS PARTNERS IN CARE

As part of health system transformation, the provincial government developed the Patient Declaration of Values for Ontario. The Declaration of Values creates a framework for building a more patient-centred health system and provides guidelines for developing programs and services that support patients as being partners in their care.

There is an expectation that organizations will continue involving patients, families and caregivers in many OHT roles, including (but not limited to) governance and leadership positions, co-design processes and rapid learning and improvement processes to improve care experiences and health outcomes for their year 1 priority populations, and in co-design and rapid learning and improvement processes for the full suite of OHT building blocks to lay the foundation for becoming accountable for an entire population. OHTs can use the Patient Declaration of Values for Ontario as a vision of what they are moving towards.

PATIENT DECLARATION OF VALUES FOR ONTARIO

Respect and Dignity

1. We expect that our individual identity, beliefs, history, culture, and ability will be respected in our care.
2. We expect health care providers will introduce themselves and identify their role in our care.
3. We expect that we will be recognized as part of the care team, to be fully informed about our condition, and have the right to make choices in our care.
4. We expect that families and caregivers be treated with respect and seen as valuable contributors to the care team.
5. We expect that our personal health information belongs to us, and that it remain private, respected and protected.

Accountability

1. We expect open and seamless communication about our care.
2. We expect that everyone on our care team will be accountable and supported to carry out their roles and responsibilities effectively.
3. We expect a health care culture that values the experiences of patients, families and caregivers and incorporates this knowledge into policy, planning and decision making.
4. We expect that patient/family experiences and outcomes will drive the accountability of the health care system and those who deliver services, programs, and care within it.
5. We expect that health care providers will act with integrity by acknowledging their abilities, biases and limitations.
6. We expect health care providers to comply with their professional responsibilities and to deliver safe care.

Empathy and Compassion

1. We expect health care providers will act with empathy, kindness, and compassion.
2. We expect individualized care plans that acknowledge our unique physical, mental and emotional needs.
3. We expect that we will be treated in a manner free from stigma and assumptions.
4. We expect health care system providers and leaders will understand that their words, actions, and decisions strongly impact the lives of patients, families and caregivers.

Transparency

1. We expect we will be proactively and meaningfully involved in conversations about our care, considering options for our care, and decisions about our care.
2. We expect our health records will be accurate, complete, available and accessible across the provincial health system at our request.
3. We expect a transparent, clear and fair process to express a complaint, concern, or compliment about our care and that it not impact the quality of the care we receive.

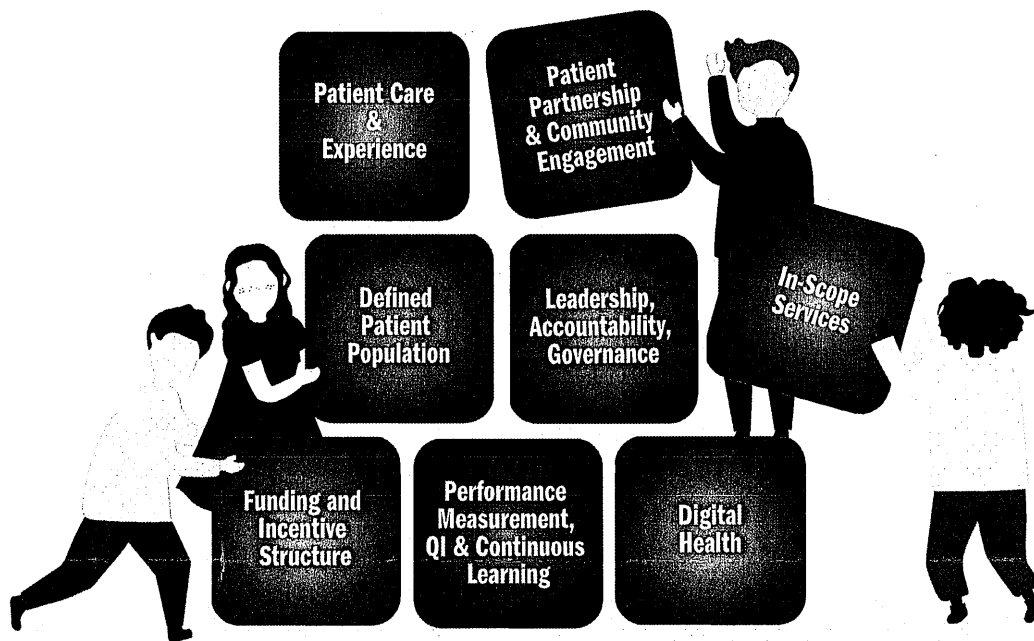
Equity and Engagement

1. We expect equal and fair access to the health care system and services for all regardless of language, place of origin, background, age, gender identity, sexual orientation, ability, marital or family status, education, ethnicity, race, religion, socioeconomic status or location within Ontario.
2. We expect that we will have opportunities to be included in health care policy development and program design at local, regional and provincial levels of the health care system.

Note: The purpose of this Patient Declaration of Values, drafted by the Minister's Patient and Family Advisory Council in consultation with Ontarians, is to articulate patients' and caregivers' expectations of Ontario's health care system. The Declaration is intended to serve as a compass for the individuals and organizations who are involved in health care and reflects a summary of the principles and values that patients and caregivers say are important to them. The Declaration is not intended to establish, alter or affect any legal rights or obligations, and must be interpreted in a manner that is consistent with applicable law.

BUILDING BLOCKS OF THE ONTARIO HEALTH TEAM MODEL

(called 'OHT requirements' in the original guidance document)



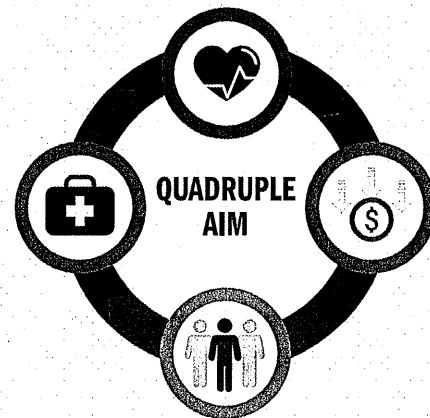
1. Patient Care & Experience
2. Patient Partnership & Community Engagement
3. Defined Patient Population
4. In-Scope Services
5. Leadership, Accountability, Governance
6. Performance Measurement, Quality Improvement & Continuous Learning
7. Funding and Incentive Structure
8. Digital Health

KEY CHARACTERISTICS

The OHT model will evolve over time based on learnings from those first implementing the model, however, at maturity, the key characteristics will remain the same:

1. Provide a full and coordinated continuum of care for a defined population within a geographic region
2. 24/7 access to coordination of care and system navigation services and work to ensure patients experience seamless transitions throughout their care journey
3. Improve performance across a range of outcomes linked to the Quadruple Aim
4. Be measured and reported against a standardized performance framework aligned to the *Quadruple Aim*
5. Operate within a single, clear accountability framework
6. Be funded through an integrated funding envelope
7. Reinvest into front line care
8. Take a digital first approach, in alignment with provincial digital health policies and standards, including the provision of digital choices for patients to access care and health information and the use of digital tools to communicate and share information among providers.

WHAT IS QUADRUPLE AIM?



Improve performance across a range of outcomes linked to the Quadruple Aim:

- 1 better patient and population health outcomes
- 2 better value
- 3 better patient, family & caregiver experience
- 4 better provider experience

The OHT will respect the role of Francophones in the planning, design, delivery and evaluation of services, which includes, but not limited to the adoption of French language service strategies, policies and procedures to ensure Francophones can access health care services in their own language; recognize the French language services designation as a core component of the OHT and; work closely with the French Language Health Planning Entity (Réseau) to ensure equitable access to French language services across the health care system.

An OHT will be required to demonstrate it respects the role of Indigenous peoples "...in the planning, design, delivery and evaluation of services for these communities."; an ability to provide culturally safe care and where there is a First Nation (reserve) within a defined OHT geography endorsement from the First Nation is required.

The development of Ontario Health Teams provides health service providers the opportunity to contribute to the OHT success and shape the future of our provincial health care system.

The hope is that with one system working together communication will improve, the journey will be smoother, and individuals and their families will experience higher quality care across the entire continuum.

HOW BOARDS CAN HELP DURING THE OHT DEVELOPMENT PROCESS:

- ☐ Stay up-to-date on OHT education, system players, and health trends
- ☐ Adopt a system and population health lens while continuing governance and oversight of own organization
- ☐ Be comfortable with the unknown—this is a multi-stage and multi-year transformation and could involve less formal arrangements and shifting accountabilities
- ☐ Endorsement of full application—timelines will be tight for full application review and approval by October 9. Your organization's leadership representative will work closely with you to share documents and timelines.

signatures will be required between October 7 & 8--if you are away during this time, please identify a delegate*

KEY DATES FOR FULL APPLICATION REVIEW WITH YOUR ED/CEO:

- September 20-24 (draft one)
- September 30-October 2 (final draft)

*dates may be subject to small changes

There will be a one-hour meeting held at the North Bay Regional Health Centre (Auditorium) on October 7 at 9 a.m. for each organization's board representative to sign the full application.

ADDITIONAL RESOURCES FOR BUILDING AN ONTARIO HEALTH TEAM:

Ministry of Health. Ontario Health Teams: Guidance for health care providers and organizations. Toronto, Canada: Government of Ontario, 2019.

http://health.gov.on.ca/en/pro/programs/connectedcare/oht/docs/guidance_doc_en.pdf

Patient Declaration of Values

<https://www.ontario.ca/page/patient-declaration-values-ontario>

SOURCES:

Ministry of Health, Become an Ontario Health Team (August 2019)

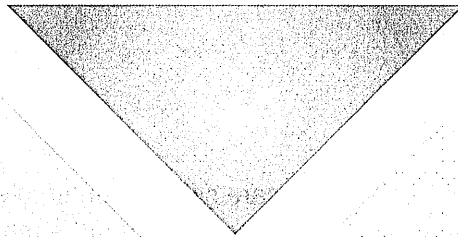
McMaster University, Rapid Improvement Support and Exchange (August 2019)

Borden Ladner Gervais, Governance Options: Getting Started and Evolving Towards Maturity (April 2019)

Association of Family Health Teams of Ontario, Ontario Health Team Handbook for Boards (August 2019)

Community Health Ontario, Building Collaboration Capacity for Ontario Health Teams (August 2019)

FAQs



ONTARIO HEALTH TEAMS 101

The Ontario government is building a connected health care system centered around patients, families and caregivers. These changes will make it easier to navigate the system and strengthen local services.

ONTARIO HEALTH TEAMS

BACKGROUND

Early in 2019 the Ontario government announced changes to the provincial health care system with the introduction of Bill 74. The legislation aims to tackle hallway medicine and build a sustainable public health care system that will create seamless transitions of care. As part of this transformation, health service providers (HSPs) throughout the province were invited to become Ontario Health Teams, also known as "OHTs". These OHTs will be clinically and fiscally accountable for full delivery and coordination of care across the continuum to a defined geographic population.

FREQUENTLY ASKED QUESTIONS

GENERAL

WHY IS THE SYSTEM CHANGING?

The Ontario government is building a connected health care system centered around patients, families and caregivers. These changes will make it easier to navigate the system and strengthen local services.

WHAT IS AN ONTARIO HEALTH TEAM?

Ontario Health Teams (also known as an integrated care delivery system) are being introduced to provide a new way of organizing and delivering services in local communities. Under these new OHTs, the health care providers (including hospitals, primary care providers and home and community care providers) will work as one coordinated team – no matter where they provide care.

An OHT must have the ability to deliver at least three types of health services (e.g., primary care services, home care, acute care, mental health and addictions services, palliative care services, etc.).

The OHT will respect the role of Francophones in the planning, design, delivery and evaluation of services, which includes, but not limited to the adoption of French language service strategies, policies and procedures to ensure Francophones can access health care services in their own language; recognize the French language services designation as a core component of the OHT and; work closely with the French Language Health Planning Entity (Réseau) to ensure equitable access to French language services across the health care system.

An OHT will be required to demonstrate it respects the role of Indigenous peoples "...in the planning, design, delivery and evaluation of services for these communities."; an ability to provide culturally safe care and where there is a First Nation (reserve) within a defined OHT geography endorsement from the First Nation is required.

HOW WILL ONTARIO HEALTH TEAMS BE IMPLEMENTED?

The implementation of Ontario Health Teams will be a multi-stage and multi-year transformation, and done through a continuous intake process to allow groups to get organized and complete the process.

As part of the full application, groups of providers will be asked to identify the population that it intends to serve at maturity, and how they plan to expand their services, partnerships, and virtual care offerings to enable maximum population coverage.

There are four steps to becoming an OHT:

1. **Self-Assessment:** Interested groups begin working to meet key readiness criteria for implementation (May 15, 2019)
2. **Validating Provider Readiness:** Based on Self-Assessments, groups of providers are identified as being in discovery or in development
3. **OHT Candidate:** In development groups that demonstrate, through an invitational, full application, that they meet key readiness criteria are selected to begin implementation of the OHT model.
4. **OHT Designate:** OHT Candidates ready for an integrated funding envelope can enter into an Ontario Health Team accountability agreement with the funder to be designated as an Ontario Health Team

WHO CAN BE PART OF AN OHT?

Providers and organizations eligible to become an Ontario Health Team could include the following:

- primary care (including inter-professional primary care and physicians);
- hospital care (e.g., in-patient and ambulatory medical and surgical services (includes specialist services))
- home care
- community support services
- mental health and addictions
- health promotion and disease prevention
- rehabilitation and complex care
- palliative care (e.g., hospice)
- residential care and short-term transitional care (e.g., in supportive housing, long-term care homes, retirement homes)
- long-term care home placement
- emergency health services
- laboratory and diagnostic services
- midwifery services
- other social and community services and other services, as needed by the population.

WHY IS THE TERM *PATIENT* BEING USED WHEN WE ARE REFERRING TO CARE AND SERVICES ALONG THE ENTIRE CONTINUUM OF CARE?

The term 'patient' can be diversely defined. Throughout the Ministry of Health and Long-Term Care OHT guidance material the term patient has been consistently used. When referring to the OHT development process or when appropriate the term patient will be used to represent the broadest sense of the definition to include individuals seeking care or services along the entire continuum of care. It is important to acknowledge that when appropriate and to remain consistent with already established health and social service partner language, this could include and is not limited to the following terms: resident, patient, and client.

WILL CARE AND SERVICES CHANGE?

The goal of this health care transformation is to make an individual's journey through the health system seamless. The hope is that with one system working together the communication will improve, the journey will be smoother, and individuals and their families will experience higher quality care across the entire continuum.

Partners across the entire continuum of care are working to ensure patients receive the best care – no matter when and where they need it.

While providers work in the background to improve the system, the health care services individuals receive will remain uninterrupted. Individuals can still:

1. go to the same doctor
2. choose their own provider (for example, doctor, nurse practitioner or specialist)
3. receive care by the same trusted providers as before
4. be confident that what is paid for by OHIP today will be paid for by OHIP in the future
5. expect excellent service from all health care sectors, from cancer care and organ donation, to home and community care

Process for becoming an OHT

WHAT INFORMATION WAS REQUIRED IN THE INITIAL SELF-ASSESSMENT?

The expression of interest must include plans for:

- ✓ Patient care and experience
- ✓ Patient partnership and community engagement
- ✓ Defined patient population
- ✓ In-Scope Services
- ✓ Leadership, Accountability, and Governance
- ✓ Performance Measurement, Quality Improvement, and Continuous Learning
- ✓ Funding and Incentive Structure
- ✓ Digital Health

For each component of the model, teams will be expected to meet certain commitments and service delivery expectations for their population after their first year of operations through to maturity.

WHAT WORK HAS HAPPENED SO FAR IN OUR DISTRICT?

The first initial planning session of 50 health and social services partners from our district took place on April 26. The goal of this meeting was for providers from across the full continuum of care to come together to demonstrate their readiness to form an OHT around a self-identified patient population.

Prior to the initial partner session, a similar but not identical discussion was facilitated with primary care and other practicing physicians from Nipissing and surrounding areas.

A subsequent meeting of 30 health and social service providers occurred on May 6 to confirm which organizations were in a position to endorse the self-assessment being submitted on May 15.

Health and social services providers of our district submitted a self-assessment under the name Near North Health and Wellness (NNH&W) on May 15.

In late July NNH&W was successful in their self-assessment submission and was invited to full application, due October 9.

WHAT IS THE TARGET POPULATION OF THE NEAR NORTH HEALTH & WELLNESS ONTARIO HEALTH TEAM?

At maturity (expected within five years), it is the ambition of NNH&W to be accountable for the entire population in the geographic region, with potential to expand.

Given the Ontario government's priorities of ending hallway medicine and addressing alternate level of care (ALC) issues, in Year 1, NNH&W will focus on the root causes of ALC—any person who is receiving care in a place that is not optimal from a patient, system and cost perspective.

With respect to this population, it was emphasized that special attention should be given to Francophone, Indigenous, including First Nations, Inuit and Métis populations; and rural and remote populations. An OHT will promote self-determination as it has been shown to increase favourable social determinants of health, improve health outcomes and reduce health inequities.

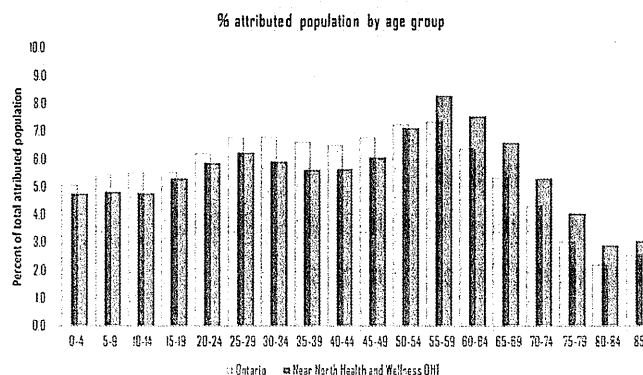
WHERE DOES THE NNH&W OHT ATTRIBUTED POPULATION LIVE?

Population characteristics - Attributed population (FY 2017/18)

	Near North Health and Wellness OHT		Ontario	
Age 65+:	25,965	22.0%	2,502,986	17.6%
Age 75+:	11,851	10.0%	1,120,986	7.9%

Where does the Near North Health and Wellness OHT attributed population live?

Community	Attributed population	% of OHT population
North Bay	49,332	41.8
West Nipissing / Nipi:	12,541	10.6
Temiskaming Shores	10,459	8.9
Callander	8,446	7.2
Calvin	3,777	3.2
All other communities	33,551	28.4
	118,106	



WHO FACILITATED THE SELF ASSESSMENT PROCESS?

Optimus SBR was hired to facilitate discussion with health and social service partners in the district and assist with the development and design of the self-assessment. Based on the tight timeline in which to submit an OHT, and to ensure each participant could maintain objectivity the decision was made to support the existing resources of the group.

WHO IS A PARTNER IN THE NEAR NORTH AND WELLNESS OHT?

The following partners were signatories in the self-assessment:

PRIMARY CARE:

- Blue Sky Family Health Organization
- Near North Family Health Organization
- Powassan & Area Family Health Team
- Centre de santé communautaire de Nipissing Ouest / West Nipissing Community Health Centre (CSCNO-WNCHC)
- West Nipissing Family Health Team
- North Bay Nurse Practitioner Led Clinic

MENTAL HEALTH AND ADDICTIONS:

- North Bay Recovery Home
- Nipissing Mental Health Housing and | Support Services
- PEP Place
- Community Counselling Centre of Nipissing
- Canadian Mental Health Association Nipissing Regional Branch
- Hands TheFamilyHelpNetwork (child and youth)

INDIGENOUS CARE:

- North Bay Indigenous Interprofessional Primary Care Team
- Nipissing First Nation Health Services

ACUTE CARE/HOSPITALS:

- North Bay Regional Health Centre (NBRHC)
- West Nipissing General Hospital

LTC AND SENIORS LIVING:

- Autumnwood Mature Lifestyle Communities
- Cassellholme (also provides community support services)
- Empire Living Centre
- Au Chateau (also provides community support services)
- Sienna Senior Living - Waters Edge Care Community
- Eastholme and East Parry Sound Community Support Services
- Chartwell (Barclay house)
- Home Instead Senior Care

COMMUNITY WELLNESS:

- The Sisters of St. Joseph of Sault Ste. Marie
- District of Nipissing Social Services Administration Board (DNSSAB)
- Alzheimer Society
- Castle Arms – non-profit seniors apartments
- North Bay and Parry Sound District Health Unit
- Reseau du mieux-être francophone du Nord de l'Ontario

WHO IS FACILITATING THE FULL APPLICATION PROCESS?

Our OHT signatories made the decision to use existing local organizational resources and collective subject matter expertise to facilitate the process and development of the full application.

WHAT PROCESS IS BEING USED TO COMPLETE THE FULL APPLICATION?

Following the Ministry's invite to move to full application, the signatories had two meetings to develop an approach for completing the full application.

Action Teams comprised of subject matter experts, employees of member organizations, physicians, and patients/caregivers have been tasked with completing the seven sections of the full application and have been created under the following names: population health, team description, transform care, home and community care, CQI/risk, leadership and governance, and digital health.

These action teams are using a variety of approaches to ensure application content generation by September 13 including teleconferences, weekly huddles, working sessions, collaboration with other action teams, and self-completion of the application by each team member.

The month of September will be used to edit and fine tune the full application. Executive Directors, CEOs and organizational leads will work with their respective governors to ensure review of the draft application prior to final signature & submission on October 9.

Leadership, Governance and Funding

WHO WILL OVERSEE THE ONTARIO HEALTH TEAMS?

OHTs will report to the Ministry of Health and Long-Term Care and/or Ontario Health, a new agency that will be a single location for the programs and operations of existing provincial agencies. Teams will work together to determine accountabilities, and governance and leadership structures.

HOW WILL FUNDING WORK?

In our current system, each health facility receives its own separate budget from the Ministry of Health and Long-Term Care. With the changes, each Ontario Health Team would receive a single pot of funding and a single mandate to provide the range of health services its population needs. The team would collaboratively agree how to allocate the funds to provide all of these services.

HOW WILL THE OHTs BE GOVERNED?

At maturity, teams will determine their own governance structure(s) based on local needs. Governance structures will be expected to include individuals accessing the care and service of the OHT. Participating providers will enter willingly into a partnership agreement with one another—the agreement will outline terms and conditions of partnership including conflict and performance management, information management, risk and gain sharing, and a performance plan.

The law firm Borden Ladner Gervais developed a series of potential governance options for OHTs and the document can be found here— Near North Health & Wellness will adopt a shared governance model.

IN THE ABSENCE OF A FORMAL GOVERNANCE & LEADERSHIP STRUCTURE, HOW WILL THE GROUP OPERATE FROM NOW UNTIL FULL APPLICATION SUBMISSION?

As the Ontario Health Team models evolve, there is an expectation from the Ministry that if a team is successful as an OHT, formal agreements will be in place with the Ministry and signatories.

In the meantime, the Near North Health & Wellness OHT will be using a collaborative partnership agreement to establish a framework for the members (signatories) to work together toward the development of the Ontario Health Team and the OHT Application.

The OHT MOU provides rigor to the relationship between the members at this development stage. The agreement is non-binding and establishes a Leadership Committee with terms of reference that are agreed by all of the OHT members. This means everyone agrees on the composition, voting and decision-making process of the committee.

The OHT MOU also contains certain key terms of interest for all OHT members from a risk management perspective, including for example:

- A commitment from each OHT member to treat information received and materials developed in the OHT development and application process as confidential.
- Clarification that the activities of the Leadership Committee cannot fetter the independent governance authority of any OHT member.
- Clarification that no party is under any legal obligation to be a part of the OHT unless and until an OHT Agreement has been approved and entered into.
- Creating a process to identify and authorize one nominee to enter into agreements on behalf of the OHT at the direction of the Leadership Committee (for example, the LHIN MOU).
- Setting out a mutual understanding for coordination of public communications relating to the OHT.

The OHT MOU is a temporary document and a “stepping stone” for the development phase. It will come to an end when the OHT members enter into a full OHT Agreement. The OHT Agreement among OHT members is required by the Ministry to address the governance framework, conflict resolution, data sharing and other matters. Development of the OHT Agreement will be one of the responsibilities for the Governance Committee, if successful as a designated OHT.

WHAT IF WE DON'T AGREE RIGHT NOW TO BECOME INVOLVED WITH AN APPROVED OHT?

It is the goal of the Ministry that at maturity, all health service providers will all be part of an OHT. This will allow for the OHT to better function as one connected team while providing seamless care to patients. It will be up to the governance structure how it would like to bring on new members.

CAN WE WITHDRAW FROM THE OHT PROCESS AT ANY TIME?

At this stage, yes. As the OHT model and group evolves toward becoming a successful OHT, agreements and relationships will become more formalized.

Organization's existing agreements with the Ministry will remain in place until they become an OHT. At that time, there will be one agreement with Ontario Health.

Ontario Health Team Self-Assessment Form

Part IV: Sign Off

Please indicate level with sign off.

☐

Formal Partner

Organizations that are in a position to *commit* to planning, development and implementation of the OHT.

- Expected to: participate and facilitate co-design and detailed planning sessions of the OHT; contribute to the development of the self-assessment response and full proposal; review and endorse self-assessment and full proposal; work towards a formal agreement structure; be committed to the shared investments the OHT requires to be successful; and keep associate partners and supports engaged and informed.

☐

Associate Partner

Organizations that have a *desire* to participate and contribute to the development of the OHT with support to transition to formal partner in the future.

- Expected to participate in the development of the vision for the OHT and future state planning for care delivery.
- Will receive regular communication about the progress of the OHT and invitations to ongoing planning sessions.

☐

Supporter

Organizations that have a desire to be informed about the development of an OHT, however *not ready* to engage in the planning process at this time.

- Expected to participate in community/stakeholder consultation sessions that relates to specific population health needs.
- Will receive regular communication about the progress of the OHT.

Endorsed by	
Name	
Position	
Organization	
Signature	
Date	



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-201

☒ Staff
☐ Committee

Subject: Budget Variance Report – October 31

Agenda Date: November 28, 2019

Attachments: Budget Variance Report

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-201.

INFORMATION

Attached to this report is a budget variance up to October 31, 2019. At this point, ten months, or 83% of the year have passed. When reading the variance report prepared by the Accounting System, items with a percentage variance of 17% or less are as, or better, than expected.

The estimate of year end position has been updated. We are still tracking to have a small surplus before Council considers how to fund the work completed for the North Temagami Ditch Project. As noted last month, Council will be provided with options and a recommendation in January on how this project can be funded. It is important that this be kept separate when considering the municipal performance from a budget perspective.

Regarding capital items, if items that were funded through either the modernization fund or through taxation are not completed this year, amount will be recommended to be set aside in either deferred revenue or reserves, whichever is most appropriate. This recommendation will be made in January 2020. For those project that may not be completed but were to be funded through transfers from reserves, funds will remain in reserve until the projects are completed.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator

Budget Variance Report

Date : Nov 20,2019

Time : 1:06 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
REVENUE						
1000 Municipal Taxes						
1-4-1000-1000	Municipal Taxes	0.00	-3,890,112.32	-3,887,814	2,298.32	-0.06
1-4-1000-1300	Ontc - PIL - Right of Way	0.00	-13,647.27	-13,647	0.27	0.00
Total Municipal Taxes		0.00	-3,903,759.59	-3,901,461	2,298.59	-0.06
1100 Interest and Investment Income						
1-4-1100-1100	Interest on Bank Accounts	-5,332.35	-45,352.85	-36,000	9,352.85	-25.98
1-4-1100-1400	Penalty and Interest on Taxes	-7,900.90	-81,282.62	-80,000	1,282.62	-1.60
Total Interest and Investment Income		-13,233.25	-126,635.47	-116,000	10,635.47	-9.17
1499 Transfer from Reserves						
1-4-1499-9100	Transfer from Reserves	0.00	10,000.00	-243,573	-253,573.00	104.11
1-4-1499-9200	Transfer from Reserves	0.00	53,000.00	52,500	-500.00	-0.95
1-4-1499-9300	Transfer from Reserves	0.00	105,400.00	85,400	-20,000.00	-23.42
1-4-1499-9400	Transfer from Reserves	0.00	-10,000.00	34,191	44,191.00	129.25
1-4-1499-9500	Transfer From Reserves	0.00	12,000.00	0	-12,000.00	0.00
1-4-1499-9700	Transfer from Reserves	0.00	15,000.00	3,000	-12,000.00	-400.00
1-4-1499-9800	Transfer from Reserves	0.00	-30,000.00	-154,230	-124,230.00	80.55
Total Transfer from Reserves		0.00	155,400.00	-222,712	-378,112.00	169.78
1500 Grants						
1-4-1500-2000	OMPF	-215,891.00	-865,300.00	-865,300	0.00	0.00
1-4-1500-2010	Provincial Support - CSPT	-2,000.00	-4,658.55	-2,660	1,998.55	-75.13
1-4-1500-2020	Other Provincial Funding	0.00	-449,800.00	-449,800	0.00	0.00
Total Grants		-217,891.00	-1,319,758.55	-1,317,760	1,998.55	-0.15
1600 Administration Revenue						
1-4-1600-4000	Admin User Charges	-1,091.00	-11,046.06	-13,000	-1,953.94	15.03
1-4-1600-4100	Tax Certificates	-225.00	-1,215.00	-1,500	-285.00	19.00
1-4-1600-4110	Lottery Licences	0.00	-763.00	-200	563.00	-281.50
1-4-1600-4200	Building/Property Rentals	-3,600.00	-28,500.00	-33,000	-4,500.00	13.64
1-4-1600-4210	Office/Room Rentals	0.00	-120.00	-900	-780.00	86.67
1-4-1600-4220	Docking Fees - Town	0.00	-8,657.25	-9,000	-342.75	3.81
1-4-1600-4500	Insurance Facility Rentals	0.00	-906.65	-600	306.65	-51.11
1-4-1600-4510	Suppl Municipal Revenue	-529.74	-7,581.61	-6,000	1,581.61	-26.36
1-4-1600-5000	Sundry Revenue	-1,604.04	-1,793.36	0	1,793.36	0.00
1-4-1600-6000	Land Sales	0.00	0.00	-8,000	-8,000.00	100.00
Total Administration Revenue		-7,049.78	-60,582.93	-72,200	-11,617.07	16.09
2000 Marten River Fire Revenue						
1-4-2000-2000	MTO Recovery	-954.00	-13,833.00	-20,000	-6,167.00	30.84
1-4-2000-4000	Emergency and fire Response	0.00	-6,125.00	-7,500	-1,375.00	18.33
1-4-2000-4100	Burn Permits Marten River	0.00	-80.00	-100	-20.00	20.00
1-4-2000-5100	Donations	0.00	-725.00	0	725.00	0.00
Total Marten River Fire Revenue		-954.00	-20,763.00	-27,600	-6,837.00	24.77
2100 Temagami Fire Revenue						
1-4-2100-2000	MTO Recovery	0.00	-477.00	-10,000	-9,523.00	95.23
1-4-2100-4100	Burn Permits	0.00	-924.20	-1,200	-275.80	22.98
1-4-2100-4110	Misc Revenue - Search	-130.52	-463.18	-3,000	-2,536.82	84.56
1-4-2100-5100	Donations	0.00	-2,966.07	0	2,966.07	0.00
Total Temagami Fire Revenue		-130.52	-4,830.45	-14,200	-9,369.55	65.98
2200 Police Services Revenue						
1-4-2200-2000	RIDE Program Revenue	0.00	0.00	-6,700	-6,700.00	100.00
1-4-2200-3000	POA Income	0.00	-8,178.72	-13,000	-4,821.28	37.09
Total Police Services Revenue		0.00	-8,178.72	-19,700	-11,521.28	58.48
2300 Animal Control Revenue						
1-4-2300-4100	Dog Licences	-30.00	-400.00	-300	100.00	-33.33
Total Animal Control Revenue		-30.00	-400.00	-300	100.00	-33.33

Budget Variance Report

Date : Nov 20,2019

Time : 1:06 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
REVENUE						
Total Animal Control Revenue		-30.00	-400.00	-300	100.00	-33.33
2500 CBO Revenue						
1-4-2500-4000	Building Permits	0.00	-9,543.00	-21,000	-11,457.00	54.56
1-4-2500-4100	Building Permits	-1,164.36	-10,240.51	0	10,240.51	0.00
1-4-2500-4110	Travel	0.00	-1,242.50	-6,000	-4,757.50	79.29
1-4-2500-4510	Buidling Search	-180.00	-180.00	-600	-420.00	70.00
1-4-2500-5000	Parking Fines	0.00	0.00	-200	-200.00	100.00
Total CBO Revenue		-1,344.36	-21,206.01	-27,800	-6,593.99	23.72
2700 911 Sign Fees						
1-4-2700-4000	911 Sign Fees	0.00	-360.00	-200	160.00	-80.00
Total 911 Sign Fees		0.00	-360.00	-200	160.00	-80.00
3100 Public Works Revenue						
1-4-3100-4000	User Fees	0.00	-2,231.24	-3,000	-768.76	25.63
1-4-3100-4200	Parking/Mine Landing	0.00	-16,850.00	-15,000	1,850.00	-12.33
1-4-3100-5000	Sundry Sales	0.00	-6,448.83	0	6,448.83	0.00
1-4-3100-5100	Public Works Aggregate Royalty	0.00	-6,100.38	0	6,100.38	0.00
Total Public Works Revenue		0.00	-31,630.45	-18,000	13,630.45	-75.72
4100 Sewer Revenue						
1-4-4100-4000	Sewer Fees - Res/Comm	0.00	-115,144.89	-121,878	-6,733.11	5.52
Total Sewer Revenue		0.00	-115,144.89	-121,878	-6,733.11	5.52
4200 Grinder Pumps Revenue						
1-4-4200-4000	Grinder Maintenance Fees	0.00	-95,013.43	-93,774	1,239.43	-1.32
Total Grinder Pumps Revenue		0.00	-95,013.43	-93,774	1,239.43	-1.32
4300 Water Revenue						
1-4-4300-4000	Water Fees - Res/Comm	1,127.46	-391,115.85	-415,106	-23,990.15	5.78
1-4-4300-4100	Water Service Fees	0.00	-93.00	0	93.00	0.00
Total Water Revenue		1,127.46	-391,208.85	-415,106	-23,897.15	5.76
4400 Garbage Collection Revenue						
1-4-4400-4000	Garbage Collection Town	169.30	-36,738.10	-34,430	2,308.10	-6.70
Total Garbage Collection Revenue		169.30	-36,738.10	-34,430	2,308.10	-6.70
4410 Garbage Collection Mine Landing						
1-4-4410-4000	Garbage Collection Mine Landing	0.00	-38,202.89	-37,600	602.89	-1.60
Total Garbage Collection Mine Landing		0.00	-38,202.89	-37,600	602.89	-1.60
4520 Strathy Landfill Site Fees						
1-4-4520-4000	Strathy Landfill Site Fees	-1,241.70	-9,310.90	-4,000	5,310.90	-132.77
Total Strathy Landfill Site Fees		-1,241.70	-9,310.90	-4,000	5,310.90	-132.77
4530 Sisk Landfill Sites Fees						
1-4-4530-4000	Sisk Landfill Sites Fees	0.00	-5,990.45	-4,500	1,490.45	-33.12
Total Sisk Landfill Sites Fees		0.00	-5,990.45	-4,500	1,490.45	-33.12
4540 Brigg Landfill Sites Fees						
1-4-4540-4000	Brigg Landfill Sites Fees	-1,039.50	-3,476.70	-6,000	-2,523.30	42.06
Total Brigg Landfill Sites Fees		-1,039.50	-3,476.70	-6,000	-2,523.30	42.06
4600 Recycling Revenue						
1-4-4600-4000	Recycling Revenue	0.00	-10.00	-15,000	-14,990.00	99.93
Total Recycling Revenue		0.00	-10.00	-15,000	-14,990.00	99.93
5100 Min of Health - Helipads Maint						
1-4-5100-2000	Min of Health - Helipads Maint	-7,000.00	-7,000.00	-7,000	0.00	0.00

Budget Variance Report

Date : Nov 20,2019

Time : 1:06 pm

Fiscal Year : 2019 Period : 10
Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
REVENUE						
1-4-5100-2000	Min of Health - Helipads Maint	-7,000.00	-7,000.00	-7,000	0.00	0.00
Total Min of Health - Helipads Maint		-7,000.00	-7,000.00	-7,000	0.00	0.00
5200 Ambulance Revenue						
1-4-5200-2000	Provincial Programs	-55,675.00	-556,750.00	-668,100	-111,350.00	16.67
Total Ambulance Revenue		-55,675.00	-556,750.00	-668,100	-111,350.00	16.67
5300 Cemetery Revenue						
1-4-5300-4000	Cemetery Fees	-696.78	-3,449.32	-2,500	949.32	-37.97
1-4-5300-4010	Cemetery Care and Maintenance	0.00	-564.63	-500	64.63	-12.93
1-4-5300-4020	Cemetery Plot Sales	0.00	-720.00	0	720.00	0.00
1-4-5300-4100	Sales - Columarium Niches	0.00	-300.00	-1,000	-700.00	70.00
Total Cemetery Revenue		-696.78	-5,033.95	-4,000	1,033.95	-25.85
7100 Parks and Recreation Revenue						
1-4-7100-1500	Parks and Recreation Federal Funding	0.00	-2,400.00	-2,400	0.00	0.00
1-4-7100-2000	Parks and Recreation Provincial Funding -	0.00	0.00	-10,000	-10,000.00	100.00
1-4-7100-4000	Parks and Recreation Municipal Equipment	0.00	-500.00	0	500.00	0.00
1-4-7100-5000	Parks and Recreation Misc Donations	0.00	-500.00	-1,500	-1,000.00	66.67
1-4-7100-5100	Donations - Canada Day	0.00	-3,752.60	-3,000	752.60	-25.09
1-4-7100-5200	Donations - Shiverfest	0.00	-3,513.02	-3,000	513.02	-17.10
1-4-7100-5300	Donations - Santa Train	0.00	-138.00	-1,000	-862.00	86.20
Total Parks and Recreation Revenue		0.00	-10,803.62	-20,900	-10,096.38	48.31
7200 Community Centre Revenue						
1-4-7200-4200	Arena Ice Rental Fees	0.00	-2,828.83	-3,000	-171.17	5.71
1-4-7200-4210	Arena Hall Rentals	-150.00	-3,134.26	-6,000	-2,865.74	47.76
1-4-7200-5000	Arena Rent/Vending Sales	0.00	-110.00	-300	-190.00	63.33
Total Community Centre Revenue		-150.00	-6,073.09	-9,300	-3,226.91	34.70
7300 Tower Revenue						
1-4-7300-4000	Tower User Fees	0.00	0.00	-4,000	-4,000.00	100.00
1-4-7300-5000	Tower Donations	-278.79	-2,593.17	-4,000	-1,406.83	35.17
Total Tower Revenue		-278.79	-2,593.17	-8,000	-5,406.83	67.59
7400 Other Recreation Revenue						
1-4-7400-4000	User Fees - Fitness Centre	-1,295.00	-3,006.50	-3,000	6.50	-0.22
1-4-7400-4100	User Fees - Sports	0.00	0.00	-300	-300.00	100.00
Total Other Recreation Revenue		-1,295.00	-3,006.50	-3,300	-293.50	8.89
7500 Library Revenue						
1-4-7500-2000	Library Provincial Funding	0.00	0.00	-4,318	-4,318.00	100.00
1-4-7500-4000	User Fees	0.00	-1,584.21	-1,500	84.21	-5.61
Total Library Revenue		0.00	-1,584.21	-5,818	-4,233.79	72.77
8100 Planning Revenue						
1-4-8100-4000	Planning Applications	-100.00	-5,630.00	-18,000	-12,370.00	68.72
1-4-8100-4100	Development Applications	0.00	-3,600.00	-2,500	1,100.00	-44.00
1-4-8100-4110	Zoning Certificate Revenue	-210.00	-340.00	-600	-260.00	43.33
Total Planning Revenue		-310.00	-9,570.00	-21,100	-11,530.00	54.64
8200 Development Revenue						
1-4-8200-1500	Development Federal Funding	0.00	0.00	-89,855	-89,855.00	100.00
1-4-8200-5000	Microfit - Hydro	-620.75	-5,804.88	-6,000	-195.12	3.25
Total Development Revenue		-620.75	-5,804.88	-95,855	-90,050.12	93.94
Total REVENUE		-307,643.67	-6,646,020.80	-7,313,594	-667,573.20	9.13

EXPENSE

1100 Council

Budget Variance Report

Date : Nov 20,2019

Time : 1:06 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
1100 Council						
1-5-1100-1020	Council Honourariums	5,782.68	60,503.89	75,500	14,996.11	19.86
1-5-1100-1030	Council Redistrubed Wages	0.00	100.00	0	-100.00	0.00
1-5-1100-1132	Council CPP	174.26	2,054.01	2,601	546.99	21.03
1-5-1100-1135	Council EHT	112.80	1,185.03	1,472	286.97	19.50
1-5-1100-2100	Council Travel	0.00	15,439.75	21,000	5,560.25	26.48
1-5-1100-2110	Council Telephone	43.24	949.96	1,300	350.04	26.93
1-5-1100-2131	Council Legal Fees	0.00	2,547.11	0	-2,547.11	0.00
1-5-1100-2300	Council Materials and Supplies	10.17	426.25	8,500	8,073.75	94.99
1-5-1100-2307	Election Expense	0.00	718.32	0	-718.32	0.00
1-5-1100-2330	Council Materials and Supplies	79.35	21,523.93	50,000	28,476.07	56.95
1-5-1100-3040	Council Contracted Services	0.00	3,561.60	17,500	13,938.40	79.65
Total Council		6,202.50	109,009.85	177,873	68,863.15	38.71
1200 Administration						
1-5-1200-1010	Admin Salaries	16,803.38	201,870.47	324,606	122,735.53	37.81
1-5-1200-1132	Admin CPP	449.64	7,427.17	10,960	3,532.83	32.23
1-5-1200-1133	Admin EI	178.44	3,044.42	5,314	2,269.58	42.71
1-5-1200-1134	Admin Omers	1,725.46	19,308.20	28,630	9,321.80	32.56
1-5-1200-1135	Admin EHT	371.51	4,085.46	6,329	2,243.54	35.45
1-5-1200-1136	Admin Group Benefits	1,891.92	15,053.96	29,338	14,284.04	48.69
1-5-1200-1137	Admin WSIB	287.67	3,262.22	8,968	5,705.78	63.62
1-5-1200-2100	Admin Travel and Training	1,081.47	12,199.66	20,000	7,800.34	39.00
1-5-1200-2102	Admin Training	0.00	3,713.07	0	-3,713.07	0.00
1-5-1200-2103	Admin Memberships	0.00	3,539.82	7,000	3,460.18	49.43
1-5-1200-2104	Admin Subscriptions	99.67	1,380.33	1,500	119.67	7.98
1-5-1200-2110	Admin Telephone	747.65	6,745.85	14,000	7,254.15	51.82
1-5-1200-2112	Admin Courier	4.08	4.08	200	195.92	97.96
1-5-1200-2113	Admin Postage	25.46	4,162.59	8,000	3,837.41	47.97
1-5-1200-2115	Admin Office Supplies	1,372.18	10,493.01	8,000	-2,493.01	-31.16
1-5-1200-2117	Admin Office Equipment	707.70	4,118.78	8,000	3,881.22	48.52
1-5-1200-2121	Admin Advertising	329.52	6,771.84	9,000	2,228.16	24.76
1-5-1200-2131	Admin Legal Fees	0.00	9,037.73	12,000	2,962.27	24.69
1-5-1200-2132	Admin Audit Fees	0.00	2,599.97	18,000	15,400.03	85.56
1-5-1200-2133	Admin Professional Fees	0.00	610.72	8,000	7,389.28	92.37
1-5-1200-2300	Admin Materials and Supplies	328.66	3,073.43	1,000	-2,073.43	-207.34
1-5-1200-2305	Admin Health and Safety	0.00	332.94	500	167.06	33.41
1-5-1200-2400	Admin Technology	3,141.33	24,681.87	20,000	-4,681.87	-23.41
1-5-1200-3040	Admin Contracted Services	509.40	5,760.83	10,000	4,239.17	42.39
1-5-1200-3116	Admin Insurance	0.00	582.12	110,000	109,417.88	99.47
1-5-1200-3120	Admin Maintenance Contracts	40.70	2,116.59	15,000	12,883.41	85.89
1-5-1200-3134	Admin Property Assessment Services	12,775.70	53,925.08	56,750	2,824.92	4.98
1-5-1200-4123	Admin Grants & Donations	0.00	14,723.22	15,000	276.78	1.85
1-5-1200-4125	Admin Staff Recognition	0.00	1,067.22	3,000	1,932.78	64.43
Total Administration		42,871.54	425,692.65	759,095	333,402.35	43.92
1300 Financial Expenses						
1-5-1300-2000	Admin Contingency	0.00	0.00	20,000	20,000.00	100.00
1-5-1300-2010	Penny Rounding	0.04	-0.23	0	0.23	0.00
1-5-1300-5030	Tax Write Offs	2,231.29	12,401.18	10,000	-2,401.18	-24.01
1-5-1300-5100	Admin Cash Management	-149.25	4,236.99	7,000	2,763.01	39.47
1-5-1300-9999	Penny Rounding 'Bank'	0.00	-0.01	0	0.01	0.00
Total Financial Expenses		2,082.08	16,637.93	37,000	20,362.07	55.03
1400 Municipal Building						
1-5-1400-1010	Municipal Building Salaries and Wages	1,343.85	16,059.40	17,800	1,740.60	9.78
1-5-1400-1031	Mun Bldg Redistributed Wages	900.82	2,786.78	0	-2,786.78	0.00
1-5-1400-1130	Mun Bldg Redistributed Benefits	108.06	334.06	0	-334.06	0.00
1-5-1400-1132	Municipal Building CPP	54.81	568.42	602	33.58	5.58
1-5-1400-1133	Municipal Building EI	30.48	347.93	404	56.07	13.88
1-5-1400-1134	Municipal Building OMERS	114.10	1,685.35	1,284	-401.35	-31.26

Budget Variance Report

Date : Nov 20,2019

Time : 1:06 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
1-5-1400-1134	Municipal Building OMERS	114.10	1,685.35	1,284	-401.35	-31.26
1-5-1400-1135	Municipal Building EHT	26.21	329.46	347	17.54	5.05
1-5-1400-1137	Municipal Building WSIB	42.34	505.86	570	64.14	11.25
1-5-1400-2111	Welcome Centre Utilities	1,480.42	17,342.91	30,000	12,657.09	42.19
1-5-1400-2150	Building Repairs and Maintenance	0.00	859.17	12,000	11,140.83	92.84
1-5-1400-2152	Mun Bldg Janitorial Supplies	0.00	627.04	1,500	872.96	58.20
1-5-1400-2300	Mun Bldg Materials and Supplies	29.26	1,565.00	5,000	3,435.00	68.70
1-5-1400-3040	Mun Bldg Contracted Services	1,516.83	3,005.68	3,600	594.32	16.51
1-5-1400-5000	Municipal Taxes	0.00	13,318.49	20,000	6,681.51	33.41
1-5-1400-5100	Leases and Land Use Permits	960.00	2,041.44	3,000	958.56	31.95
1-5-1400-5110	ONR Parking - Lease	0.00	1,780.80	2,000	219.20	10.96
1-5-1400-5120	Helipad Operations	0.00	137.05	0	-137.05	0.00
Total Municipal Building		6,607.18	63,294.84	98,107	34,812.16	35.48
1410 Train Station Utilities						
1-5-1410-2107	Train Station Utilities	3,314.11	17,389.50	15,000	-2,389.50	-15.93
Total Train Station Utilities		3,314.11	17,389.50	15,000	-2,389.50	-15.93
2000 Marten River Fire						
1-5-2000-1020	Marten River Fire Honorariums	2,542.31	22,405.34	24,200	1,794.66	7.42
1-5-2000-1135	Marten River Fire EHT	49.56	468.87	180	-288.87	-160.48
1-5-2000-1136	Marten River Fire VFIS	0.00	0.00	3,000	3,000.00	100.00
1-5-2000-1137	Marten River Fire WSIB	510.46	5,104.60	6,500	1,395.40	21.47
1-5-2000-2100	Marten River Fire Travel	0.00	1,322.07	2,500	1,177.93	47.12
1-5-2000-2101	Marten River Fire Conference Expense	0.00	2,745.14	1,500	-1,245.14	-83.01
1-5-2000-2102	Marten River Fire Training Expense	0.00	306.71	1,500	1,193.29	79.55
1-5-2000-2103	Marten River Fire Membership Fees	0.00	270.45	400	129.55	32.39
1-5-2000-2110	Marten River Fire Telephone	306.37	3,676.12	5,500	1,823.88	33.16
1-5-2000-2111	Marten River Fire Utilities	821.53	5,931.86	7,000	1,068.14	15.26
1-5-2000-2114	Marten River Fire Communications	0.00	691.00	2,000	1,309.00	65.45
1-5-2000-2115	Marten River Fire Office Supplies	0.00	1,371.46	1,000	-371.46	-37.15
1-5-2000-2117	Marten River Fire Small Equipment Inspec	0.00	264.07	4,000	3,735.93	93.40
1-5-2000-2118	Marten River Fire Small Equipment Purcha	0.00	4,309.22	6,000	1,690.78	28.18
1-5-2000-2119	Marten River Fire Small Equipment Repair	0.00	237.63	500	262.37	52.47
1-5-2000-2150	Marten River Fire Building Repairs and M	1,965.39	8,091.09	3,500	-4,591.09	-131.17
1-5-2000-2300	Marten River Fire Materials and Supplies	0.00	1,428.91	1,200	-228.91	-19.08
1-5-2000-2301	Marten River Fire Fire Prevention	0.00	879.21	1,500	620.79	41.39
1-5-2000-2350	Marten River Fire Vehicle Operations	13.50	1,980.27	2,000	19.73	0.99
1-5-2000-2351	Marten River Fire Vehicle Repairs & Main	0.00	401.58	4,000	3,598.42	89.96
1-5-2000-3040	Marten River Fire Contracted Services	609.03	1,409.35	12,615	11,205.65	88.83
Total Marten River Fire		6,818.15	63,294.95	90,595	27,300.05	30.13
2100 Temagami Fire						
1-5-2100-1020	Temagami Fire Honorariums	3,226.13	29,993.22	39,000	9,006.78	23.09
1-5-2100-1031	Temagami Fire Redistributed Wages	0.00	620.31	0	-620.31	0.00
1-5-2100-1130	Temagami Fire Benefits	0.00	74.72	0	-74.72	0.00
1-5-2100-1135	Temagami Fire EHT	62.92	548.36	500	-48.36	-9.67
1-5-2100-1136	Temagami Fire VFIS	0.00	0.00	3,000	3,000.00	100.00
1-5-2100-1137	Temagami Fire WSIB	413.23	4,132.30	6,700	2,567.70	38.32
1-5-2100-2100	Temagami Fire Travel	263.87	263.87	1,200	936.13	78.01
1-5-2100-2101	Temagami Fire Conference Expense	0.00	0.00	4,400	4,400.00	100.00
1-5-2100-2102	Temagami Fire Training Expense	1,755.36	6,343.81	8,000	1,656.19	20.70
1-5-2100-2103	Temagami Fire Membership Fees	0.00	415.46	400	-15.46	-3.87
1-5-2100-2109	Temagami Fire Natural Gas	136.50	2,091.28	3,000	908.72	30.29
1-5-2100-2110	Temagami Fire Telephone	508.86	4,324.32	5,500	1,175.68	21.38
1-5-2100-2111	Temagami Fire Utilities	117.34	1,413.34	1,500	86.66	5.78
1-5-2100-2114	Temagami Fire Communications	0.00	691.00	1,200	509.00	42.42
1-5-2100-2115	Temagami Fire Office Supplies	80.01	126.76	400	273.24	68.31
1-5-2100-2117	Temagami Fire Small Equipment Operations	394.66	1,814.16	3,000	1,185.84	39.53
1-5-2100-2118	Temagami Fire Small Equipment Purchases	384.81	5,720.59	7,000	1,279.41	18.28
1-5-2100-2122	Temagami Fire Public Education	86.50	1,004.65	2,500	1,495.35	59.81

Budget Variance Report

Date : Nov 20,2019

Time : 1:07 pm

Fiscal Year : 2019 Period : 10
Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
1-5-2100-2122	Temagami Fire Public Education	86.50	1,004.65	2,500	1,495.35	59.81
1-5-2100-2150	Temagami Fire Building Repairs and Maint	368.37	5,790.51	600	-5,190.51	-865.09
1-5-2100-2152	Temagami Fire Janitorial Supplies	0.00	16.25	200	183.75	91.88
1-5-2100-2300	Temagami Fire Materials and Supplies	283.83	477.99	500	22.01	4.40
1-5-2100-2301	Temagami Fire Fire Prevention	0.00	1,239.50	2,000	760.50	38.03
1-5-2100-2350	Temagami Fire Vehicle Operations	0.00	3,826.90	5,000	1,173.10	23.46
1-5-2100-2351	Temagami Fire Vehicle Repairs & Maintena	206.10	4,025.38	5,000	974.62	19.49
1-5-2100-3040	Temagami Fire Contracted Services	0.00	4,217.53	3,750	-467.53	-12.47
Total Temagami Fire		8,288.49	79,172.21	104,350	25,177.79	24.13
2200 Police Services						
1-5-2200-1020	Police Service Board Honorarium	0.00	0.00	300	300.00	100.00
1-5-2200-2100	Police Service Board Travel Travel	669.52	1,916.87	5,900	3,983.13	67.51
1-5-2200-2102	Police Service Board Training Expense	0.00	4,344.29	2,585	-1,759.29	-68.06
1-5-2200-2103	Police Service Board Membership Fees	0.00	751.60	825	73.40	8.90
1-5-2200-2114	Police Service Board Communications	0.00	576.29	1,020	443.71	43.50
1-5-2200-2115	Police Service Board Office Supplies	0.00	2,136.54	300	-1,836.54	-612.18
1-5-2200-2133	Police Service Board Professional Fees	0.00	90.00	3,240	3,150.00	97.22
1-5-2200-3040	Local Police Services	0.00	313,211.20	417,613	104,401.80	25.00
1-5-2200-3041	Police RIDE Program	0.00	6,607.05	6,630	22.95	0.35
Total Police Services		669.52	329,633.84	438,413	108,779.16	24.81
2300 Animal Control						
1-5-2300-1020	Animal Control Honorariums	0.00	0.00	4,000	4,000.00	100.00
1-5-2300-1031	Animal Control Redistributed Wages	0.00	98.72	0	-98.72	0.00
1-5-2300-1130	Animal Control Redistributed Benefits	0.00	11.88	0	-11.88	0.00
1-5-2300-2300	Animal Control Materials and Supplies	0.00	0.00	1,800	1,800.00	100.00
Total Animal Control		0.00	110.60	5,800	5,689.40	98.09
2400 By-Law Enforcement						
1-5-2400-1031	BLEO Redistributed Wages	0.00	0.00	1,900	1,900.00	100.00
1-5-2400-1130	BLEO Redistributed Benefits	0.00	0.00	230	230.00	100.00
1-5-2400-2100	BLEO Travel	1,217.00	2,746.09	2,500	-246.09	-9.84
Total By-Law Enforcement		1,217.00	2,746.09	4,630	1,883.91	40.69
2410 OPP 911 Call Centre						
1-5-2410-2300	Materials and Supplies	0.00	0.00	600	600.00	100.00
1-5-2410-3040	OPP 911 Call Centre	0.00	471.24	500	28.76	5.75
Total OPP 911 Call Centre		0.00	471.24	1,100	628.76	57.16
2500 Building Inspection						
1-5-2500-1010	CBO Salaries and Wages	3,854.14	43,350.41	62,728	19,377.59	30.89
1-5-2500-1132	CBO CPP	182.83	2,139.01	2,749	609.99	22.19
1-5-2500-1133	CBO EI	87.42	821.24	1,204	382.76	31.79
1-5-2500-1134	CBO OMERS	0.00	3,758.15	5,496	1,737.85	31.62
1-5-2500-1135	CBO EHT	75.16	776.35	1,260	483.65	38.38
1-5-2500-1136	CBO Group Benefits	0.00	3,474.94	7,284	3,809.06	52.29
1-5-2500-1137	CBO WSIB	121.40	1,254.11	2,068	813.89	39.36
1-5-2500-2100	CBO Travel	0.00	10,355.96	14,000	3,644.04	26.03
1-5-2500-2102	CBO Training Expense	0.00	0.00	4,000	4,000.00	100.00
1-5-2500-2103	CBO Membership Fees	0.00	98.16	600	501.84	83.64
1-5-2500-2110	CBO Telephone	244.51	1,725.90	2,000	274.10	13.71
1-5-2500-2115	CBO Office Supplies	0.00	1,112.79	500	-612.79	-122.56
1-5-2500-2119	CBO Small Tools and Equipment	0.00	17.36	500	482.64	96.53
1-5-2500-2300	CBO Materials and Supplies	697.46	1,185.92	400	-785.92	-196.48
1-5-2500-2513	CBO Snowmobile Expense	13.50	31.79	500	468.21	93.64
1-5-2500-3040	CBO Contracted Services	2,796.42	2,796.42	5,000	2,203.58	44.07
Total Building Inspection		8,072.84	72,898.51	110,289	37,390.49	33.90
2900 Emergency Management						
1-5-2900-2300	Em Manange Materials and Supplies	0.00	6,842.65	14,000	7,157.35	51.12

Budget Variance Report

Date : Nov 20,2019

Time : 1:07 pm

Fiscal Year : 2019 Period : 10
Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
1-5-2900-2300	Em Manange Materials and Supplies	0.00	6,842.65	14,000	7,157.35	51.12
Total Emergency Management		0.00	6,842.65	14,000	7,157.35	51.12
3100 Public Works						
1-5-3100-1010	Public Works Salaries and Wages	23,255.70	204,504.28	297,917	93,412.72	31.36
1-5-3100-1130	Public Works Benefits	0.00	602.26	0	-602.26	0.00
1-5-3100-1132	Public Works CPP	839.44	9,707.45	9,979	271.55	2.72
1-5-3100-1133	Public Works EI	317.52	3,316.67	5,135	1,818.33	35.41
1-5-3100-1134	Public Works OMERS	3,065.94	36,034.26	39,884	3,849.74	9.65
1-5-3100-1135	Public Works EHT	439.13	3,586.87	4,326	739.13	17.09
1-5-3100-1136	Public Works Group Benefits	4,413.82	42,535.45	52,879	10,343.55	19.56
1-5-3100-1137	Public Works WSIB	709.39	5,794.15	8,569	2,774.85	32.38
1-5-3100-2102	PW Training Expense	0.00	4,802.73	10,000	5,197.27	51.97
1-5-3100-2109	PW Natural Gas	77.13	3,486.68	5,500	2,013.32	36.61
1-5-3100-2110	PW Telephone	674.05	7,095.65	9,000	1,904.35	21.16
1-5-3100-2111	PW Utilities	117.32	7,590.42	7,500	-90.42	-1.21
1-5-3100-2112	PW Courier/Freight	0.00	589.73	1,000	410.27	41.03
1-5-3100-2114	PW Communications	325.39	2,570.76	3,500	929.24	26.55
1-5-3100-2117	PW Small Equipment Operations	246.49	399.08	1,200	800.92	66.74
1-5-3100-2119	PW Small Tools and Equipment	0.00	414.29	2,000	1,585.71	79.29
1-5-3100-2121	PW Advertising	0.00	162.87	1,000	837.13	83.71
1-5-3100-2300	PW Materials and Supplies	2,751.27	10,749.10	16,000	5,250.90	32.82
1-5-3100-2305	PW Health and Safety	0.00	613.37	500	-113.37	-22.67
1-5-3100-3040	PW Contracted Services	0.00	5,141.08	3,000	-2,141.08	-71.37
Total Public Works		37,232.59	349,697.15	478,889	129,191.85	26.98
3120 Paved Roads Maintenance						
1-5-3120-1031	PW Paved Roads Redistributed Wages	382.54	3,456.21	7,000	3,543.79	50.63
1-5-3120-1130	PW Paved Redistributed Benefits	45.91	414.66	1,050	635.34	60.51
Total Paved Roads Maintenance		428.45	3,870.87	8,050	4,179.13	51.91
3121 Paved Roads Winter Maintenance						
1-5-3121-1031	PW Paved WM Redistributed Wages	49.36	18,549.42	18,000	-549.42	-3.05
1-5-3121-1130	PW Paved WM Redistributed Benefits	5.92	2,224.51	2,700	475.49	17.61
1-5-3121-2300	PW Paved Road WM Materials and Supplies	0.00	1,600.88	19,000	17,399.12	91.57
1-5-3121-2480	PW Patching	2,408.83	6,384.84	15,000	8,615.16	57.43
1-5-3121-3040	PW Paved Road WM Contracted Services	0.00	8,928.42	12,000	3,071.58	25.60
Total Paved Roads Winter Maintenance		2,464.11	37,688.07	66,700	29,011.93	43.50
3122 Mine Road Winter Maintenance						
1-5-3122-1031	PW Mine Road WM Redistributed Wages	0.00	4,136.10	8,500	4,363.90	51.34
1-5-3122-1130	PW Mine Road WM Redistributed Benefits	0.00	496.63	1,275	778.37	61.05
1-5-3122-2300	PW Mine Road WM Materials and Supplies	0.00	19,245.25	33,000	13,754.75	41.68
1-5-3122-3040	PW Mine Road WM Contracted Services	0.00	3,581.95	10,000	6,418.05	64.18
Total Mine Road Winter Maintenance		0.00	27,459.93	52,775	25,315.07	47.97
3123 Unpaved Road Winter Maintenance						
1-5-3123-1031	PW Unpaved Road WM Redistributed Wages	319.67	19,138.10	24,000	4,861.90	20.26
1-5-3123-1130	PW Unpaved Road WM Redistributed Benefit	38.42	2,292.78	3,600	1,307.22	36.31
1-5-3123-2300	PW Unpaved Road WM Materials and Supplie	0.00	27,877.20	17,000	-10,877.20	-63.98
1-5-3123-3040	PW Unpaved Road WM Contracted Services	0.00	3,581.95	10,000	6,418.05	64.18
Total Unpaved Road Winter Maintenance		358.09	52,890.03	54,600	1,709.97	3.13
3130 Unpaved Road Maintenance						
1-5-3130-1031	PW Unpaved Roads Redistributed Wages	373.78	8,945.77	25,000	16,054.23	64.22
1-5-3130-1130	PW Unpaved Roads Redistributed Benefits	44.88	1,073.58	3,750	2,676.42	71.37
Total Unpaved Road Maintenance		418.66	10,019.35	28,750	18,730.65	65.15
3140 Mine Road Maintenance						
1-5-3140-1031	PW Mine Road Redistributed Wages	1,442.98	10,218.01	15,000	4,781.99	31.88
1-5-3140-1130	PW Mine Road Redistributed Benefits	670.62	1,724.46	2,250	525.54	23.36

Budget Variance Report

Date : Nov 20,2019

Time : 1:07 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
1-5-3140-1130	PW Mine Road Redistributed Benefits	670.62	1,724.46	2,250	525.54	23.36
Total Mine Road Maintenance		2,113.60	11,942.47	17,250	5,307.53	30.77
3160 Public Works General						
1-5-3160-1031	PW General Redistributed Wages	0.00	445.36	0	-445.36	0.00
1-5-3160-1130	PW General Redistributed Benefits	0.00	53.64	0	-53.64	0.00
Total Public Works General		0.00	499.00	0	-499.00	0.00
3210 Rabbit Lake Access Point						
1-5-3210-1031	PW Rabbit Lake Access Point Redistribute	0.00	1,150.66	1,000	-150.66	-15.07
1-5-3210-1130	PW Rabbit Lake Access Point Redistribute	0.00	137.97	150	12.03	8.02
Total Rabbit Lake Access Point		0.00	1,288.63	1,150	-138.63	-12.05
3220 Cassels Access Point						
1-5-3220-1031	PW Cassels Access Point Redistributed Wa	0.00	551.60	1,000	448.40	44.84
1-5-3220-1130	PW Cassells Access Point Redistributed B	0.00	65.98	150	84.02	56.01
Total Cassels Access Point		0.00	617.58	1,150	532.42	46.30
3230 Net Lake Access Point						
1-5-3230-1031	PW Net Lake Access Point Redistributed W	0.00	486.17	1,000	513.83	51.38
1-5-3230-1130	PW Net Lake Access Point Redistributed B	0.00	58.22	150	91.78	61.19
Total Net Lake Access Point		0.00	544.39	1,150	605.61	52.66
3240 Mine Access Point						
1-5-3240-1031	PW Mine Access Point Redistributed Wages	293.92	6,603.93	6,000	-603.93	-10.07
1-5-3240-1130	PW Mine Access Point Redistributed Benef	35.23	794.49	900	105.51	11.72
1-5-3240-2300	PW Mine Access Materials and Supplies	0.00	4,199.38	7,200	3,000.62	41.68
Total Mine Access Point		329.15	11,597.80	14,100	2,502.20	17.75
3250 Dock Maintenance						
1-5-3250-2512	PW Dock Maintenance	189.11	1,415.05	5,000	3,584.95	71.70
Total Dock Maintenance		189.11	1,415.05	5,000	3,584.95	71.70
3260 Navigational Aid						
1-5-3260-2300	Navigational Aid Materials and Supplies	0.00	4,983.19	6,000	1,016.81	16.95
1-5-3260-3040	Navigational Aid Contracted Services	1,164.48	6,974.07	7,000	25.93	0.37
Total Navigational Aid		1,164.48	11,957.26	13,000	1,042.74	8.02
3510 PW Grader						
1-5-3510-2360	PW Grader Operations	0.00	10,135.08	13,000	2,864.92	22.04
1-5-3510-2361	PW Grader Maintenance and Repairs	0.00	4,448.52	18,000	13,551.48	75.29
1-5-3510-7201	PW Grader LTD Interest	941.28	9,964.27	10,000	35.73	0.36
1-5-3510-7204	PW Grader LTD Principal	3,207.18	32,071.80	38,486	6,414.20	16.67
Total PW Grader		4,148.46	56,619.67	79,486	22,866.33	28.77
3520 Pw Loader						
1-5-3520-2360	PW Loader Operations	0.00	6,204.26	10,000	3,795.74	37.96
1-5-3520-2361	PW Loader Maintenance and Repairs	0.00	2,527.93	500	-2,027.93	-405.59
Total Pw Loader		0.00	8,732.19	10,500	1,767.81	16.84
3530 PW Dozer						
1-5-3530-2360	PW Dozer Operations	0.00	3,702.40	10,000	6,297.60	62.98
1-5-3530-2361	PW Dozer Maintenance and Repairs	0.00	1,087.82	5,000	3,912.18	78.24
Total PW Dozer		0.00	4,790.22	15,000	10,209.78	68.07
3540 PW Large Truck						
1-5-3540-2350	PW Large Truck Operations	5,057.85	17,394.09	29,000	11,605.91	40.02
1-5-3540-2351	PW Large Truck Maintenance and Repairs	548.34	19,643.06	15,500	-4,143.06	-26.73
1-5-3540-7201	PW Large Truck LTD Interest	705.89	7,497.17	9,000	1,502.83	16.70
1-5-3540-7204	PW Large Truck LTD Principal	2,350.54	23,505.40	28,206	4,700.60	16.67

Budget Variance Report

Date : Nov 20,2019

Time : 1:07 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
1-5-3540-7204	PW Large Truck LTD Principal	2,350.54	23,505.40	28,206	4,700.60	16.67
Total PW Large Truck		8,662.62	68,039.72	81,706	13,666.28	16.73
3550 PW Small Truck Maintenance and Repairs						
1-5-3550-2350	PW Small Truck Operations	1,234.00	9,107.36	12,000	2,892.64	24.11
1-5-3550-2351	PW Small Truck Maintenance and Repairs	0.00	5,418.50	6,000	581.50	9.69
Total PW Small Truck Maintenance and Repairs		1,234.00	14,525.86	18,000	3,474.14	19.30
3600 Town Streetlight						
1-5-3600-2111	PW Town Streetlight Utilities	2,181.96	19,648.81	24,000	4,351.19	18.13
1-5-3600-3040	PW Town Streetlight Contracted Services	0.00	4,225.29	3,500	-725.29	-20.72
Total Town Streetlight		2,181.96	23,874.10	27,500	3,625.90	13.19
3620 Cassels Streetlight						
1-5-3620-2111	PW Cassels Lake Streetlights Utilities	60.84	643.30	1,050	406.70	38.73
Total Cassels Streetlight		60.84	643.30	1,050	406.70	38.73
3640 Mine Access Streetlight						
1-5-3640-2111	PW Mine Access Utilities	184.58	2,485.99	2,500	14.01	0.56
1-5-3640-3040	PW Mine Access Streetlight Contracted Se	0.00	1,752.39	800	-952.39	-119.05
Total Mine Access Streetlight		184.58	4,238.38	3,300	-938.38	-28.44
3900 Crossing Guard						
1-5-3900-1020	Crossing Guard Honorarium	948.08	4,679.40	6,600	1,920.60	29.10
Total Crossing Guard		948.08	4,679.40	6,600	1,920.60	29.10
4100 North Sewer Treatment						
1-5-4100-1031	Sewer North Redistributed Wages	0.00	0.00	1,100	1,100.00	100.00
1-5-4100-1130	Sewer North Redistributed Benefits	0.00	0.00	165	165.00	100.00
1-5-4100-2100	Sewer North Utilities	0.00	156.89	0	-156.89	0.00
1-5-4100-2109	Sewer North Natural Gas	0.00	11.17	0	-11.17	0.00
1-5-4100-2110	Sewer North Telephone	68.52	867.78	1,200	332.22	27.69
1-5-4100-2111	Sewer North Utilities	0.00	2,421.33	0	-2,421.33	0.00
1-5-4100-2300	Sewer North Materials and Supplies	0.00	1,902.98	12,500	10,597.02	84.78
1-5-4100-3040	Sewer North Contracted Services	0.00	44,232.96	40,000	-4,232.96	-10.58
Total North Sewer Treatment		68.52	49,593.11	54,965	5,371.89	9.77
4102 North Sewer Breaks						
1-5-4102-1031	Sewer North Breaks Redistributed Wages	0.00	930.85	500	-430.85	-86.17
1-5-4102-1130	Sewer North BreaksRedistributed Benefits	0.00	111.61	75	-36.61	-48.81
Total North Sewer Breaks		0.00	1,042.46	575	-467.46	-81.30
4103 North Sewer Shut Off						
1-5-4103-1031	Sewer North Shut Off Redistributed Wages	12.34	528.27	500	-28.27	-5.65
1-5-4103-1130	Sewer North Shut OffRedistributed Benefi	1.49	63.52	75	11.48	15.31
Total North Sewer Shut Off		13.83	591.79	575	-16.79	-2.92
4150 South Sewer Treatment						
1-5-4150-1031	Sewer South Redistributed Wages	0.00	0.00	1,100	1,100.00	100.00
1-5-4150-1130	Sewer South Redistributed Benefits	0.00	0.00	165	165.00	100.00
1-5-4150-2110	Sewer South Telephone	68.52	404.17	1,200	795.83	66.32
1-5-4150-2111	Sewer South Utilities	0.00	722.15	0	-722.15	0.00
1-5-4150-2300	Sewer South Materials and Supplies	0.00	56.99	12,500	12,443.01	99.54
1-5-4150-3040	Sewer South Contracted Services	4,182.34	32,381.25	33,751	1,369.75	4.06
Total South Sewer Treatment		4,250.86	33,564.56	48,716	15,151.44	31.10
4152 South Sewer Breaks						
1-5-4152-1031	Sewer South Breaks Redistributed Wages	0.00	374.32	500	125.68	25.14
1-5-4152-1130	Sewer South Breaks Redistributed Benefit	0.00	44.97	75	30.03	40.04
Total South Sewer Breaks		0.00	419.29	575	155.71	27.08

Budget Variance Report

Date : Nov 20,2019

Time : 1:07 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
Total South Sewer Breaks		0.00	419.29	575	155.71	27.08
4153 South Sewer Shut Off						
1-5-4153-1031	Sewer South Shut Off Redistributed Wages	0.00	0.00	500	500.00	100.00
1-5-4153-1130	Sewer South Shut Off Redistributed Benefi	0.00	0.00	75	75.00	100.00
Total South Sewer Shut Off		0.00	0.00	575	575.00	100.00
4200 Grinder Pumps						
1-5-4200-1031	Grinder Pump Redistributed Wages	954.35	4,588.77	5,000	411.23	8.22
1-5-4200-1130	Grinder Pump Redistributed Benefits	114.57	582.18	750	167.82	22.38
1-5-4200-2300	Grinder Pump Materials and Supplies	0.00	3,592.75	10,000	6,407.25	64.07
1-5-4200-3040	Grinder Pump Contracted Services	0.00	0.00	10,000	10,000.00	100.00
1-5-4200-7201	Grinder Pump LTD Interest	0.00	1,682.34	2,000	317.66	15.88
1-5-4200-7204	Grinder Pump LTD Principal	0.00	26,214.57	53,793	27,578.43	51.27
Total Grinder Pumps		1,068.92	36,660.61	81,543	44,882.39	55.04
4300 North Water Treatment						
1-5-4300-1031	Water North Redistributed Wages	49.36	425.44	1,500	1,074.56	71.64
1-5-4300-1130	Water North Redistributed Benefits	5.92	51.00	225	174.00	77.33
1-5-4300-2109	Water North Natural Gas	0.00	411.23	0	-411.23	0.00
1-5-4300-2110	Water North Telephone	75.11	624.84	1,200	575.16	47.93
1-5-4300-2111	Water North Utilities	0.00	14,324.85	0	-14,324.85	0.00
1-5-4300-2300	Water North Materials and Supplies	137.95	1,116.77	20,000	18,883.23	94.42
1-5-4300-3040	Water North Contracted Services	0.00	104,607.65	120,128	15,520.35	12.92
Total North Water Treatment		268.34	121,561.78	143,053	21,491.22	15.02
4302 North Water Breaks						
1-5-4302-1031	Water North Break Redistributed Wages	0.00	2,265.32	1,000	-1,265.32	-126.53
1-5-4302-1130	Water North Break Redistributed Benefits	0.00	271.52	150	-121.52	-81.01
Total North Water Breaks		0.00	2,536.84	1,150	-1,386.84	-120.59
4303 North Water Shut Off						
1-5-4303-1031	Water North Shut Off Redistributed Wages	1,240.47	1,981.97	1,000	-981.97	-98.20
1-5-4303-1130	Water North Shut Off Redistributed Benef	148.74	237.66	150	-87.66	-58.44
Total North Water Shut Off		1,389.21	2,219.63	1,150	-1,069.63	-93.01
4350 South Water Treatment						
1-5-4350-1031	Water South Redistributed Wages	0.00	0.00	1,500	1,500.00	100.00
1-5-4350-1130	Water South Redistributed Benefits	0.00	0.00	225	225.00	100.00
1-5-4350-2109	Water South Natural Gas	0.00	443.96	0	-443.96	0.00
1-5-4350-2110	Water South Telephone	0.00	67.53	1,200	1,132.47	94.37
1-5-4350-2111	Water South Utilities	0.00	39,522.43	70,959	31,436.57	44.30
1-5-4350-2300	Water South Materials and Supplies	137.95	3,142.16	20,000	16,857.84	84.29
1-5-4350-3040	Water South Contracted Services	16,624.79	113,589.13	119,425	5,835.87	4.89
Total South Water Treatment		16,762.74	156,765.21	213,309	56,543.79	26.51
4352 South Water Breaks						
1-5-4352-1031	Water South Break Redistributed Wages	0.00	22.33	1,000	977.67	97.77
1-5-4352-1130	Water South Break Redistributed Benefits	0.00	2.67	150	147.33	98.22
Total South Water Breaks		0.00	25.00	1,150	1,125.00	97.83
4353 South Water Shut Off						
1-5-4353-1031	Water South Shut Off Redistributed Wages	0.00	960.27	1,000	39.73	3.97
1-5-4353-1130	Water South Shut Off Redistributed Benef	0.00	115.17	150	34.83	23.22
Total South Water Shut Off		0.00	1,075.44	1,150	74.56	6.48
4400 Waste Collection						
1-5-4400-1031	Waste Collection Redistributed Wages	813.86	11,101.36	18,200	7,098.64	39.00
1-5-4400-1130	Waste Collection Redistributed Benefits	97.70	1,299.81	2,730	1,430.19	52.39
1-5-4400-2300	Waste Collection Materials and Supplies	0.00	0.00	500	500.00	100.00

Budget Variance Report

Date : Nov 20,2019

Time : 1:07 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
1-5-4400-2300	Waste Collection Materials and Supplies	0.00	0.00	500	500.00	100.00
1-5-4400-2350	Waste Collection Vehicle Operations	719.30	4,704.57	8,000	3,295.43	41.19
1-5-4400-2351	Waste Collection Vehicle Repairs & Mainte	0.00	67.92	5,000	4,932.08	98.64
Total Waste Collection		1,630.86	17,173.66	34,430	17,256.34	50.12
4500 Strathy Lanfill						
1-5-4500-1031	Strathy Landfill Redistributed Wages	222.12	4,294.26	6,000	1,705.74	28.43
1-5-4500-1130	Strathy Landfill Redistributed Benefits	26.69	534.36	900	365.64	40.63
1-5-4500-2300	Strathy Landfill Materials and Supplies	30.53	44.52	500	455.48	91.10
1-5-4500-2485	Strathy Landfill Monitoring Costs and An	0.00	1,072.81	2,500	1,427.19	57.09
1-5-4500-3040	Strathy Landfill Contracted Services	1,565.54	19,750.45	20,000	249.55	1.25
Total Strathy Lanfill		1,844.88	25,696.40	29,900	4,203.60	14.06
4510 Sisk Landfill						
1-5-4510-1031	Sisk Landfill Redistributed Wages	0.00	2,359.80	5,000	2,640.20	52.80
1-5-4510-1130	Sisk Landfill Redistributed Benefits	0.00	263.42	750	486.58	64.88
1-5-4510-2300	Sisk Landfill Materials and Supplies	30.53	30.53	500	469.47	93.89
1-5-4510-2485	Sisk Landfill Monitoring Costs and Annua	0.00	3,108.01	5,000	1,891.99	37.84
1-5-4510-3040	Sisk Landfill Contracted Services	1,565.54	20,564.34	20,000	-564.34	-2.82
Total Sisk Landfill		1,596.07	26,326.10	31,250	4,923.90	15.76
4520 Brigg Landfill						
1-5-4520-1031	Brigg Landfill Redistributed Wages	0.00	1,855.92	4,000	2,144.08	53.60
1-5-4520-1130	Brigg Landfill Redistributed Benefits	0.00	223.07	600	376.93	62.82
1-5-4520-2300	Brigg Landfill Materials and Supplies	30.53	269.30	1,000	730.70	73.07
1-5-4520-2485	Brigg Landfill Monitoring Costs and Annu	0.00	2,638.33	12,000	9,361.67	78.01
1-5-4520-3040	Brigg Landfill Contracted Services	23,567.62	47,150.07	45,000	-2,150.07	-4.78
Total Brigg Landfill		23,598.15	52,136.69	62,600	10,463.31	16.71
4540 Mine Access Transfer Station						
1-5-4540-3040	Mine Access Transfer Contracted Services	3,801.76	12,014.20	9,000	-3,014.20	-33.49
Total Mine Access Transfer Station		3,801.76	12,014.20	9,000	-3,014.20	-33.49
4550 Welcome Centre Transfer Station						
1-5-4550-3040	Welcome Centre Transfer Contracted Servi	8,005.48	9,933.05	9,000	-933.05	-10.37
Total Welcome Centre Transfer Station		8,005.48	9,933.05	9,000	-933.05	-10.37
4599 Reserve Landfill Closure costs						
1-5-4599-2300	Landfill Closure Costs	0.00	0.00	2,500	2,500.00	100.00
Total Reserve Landfill Closure costs		0.00	0.00	2,500	2,500.00	100.00
4600 Strathy Recycling						
1-5-4600-3040	Strathy Recycling Contracted Services	5,735.88	49,248.67	65,000	15,751.33	24.23
Total Strathy Recycling		5,735.88	49,248.67	65,000	15,751.33	24.23
4610 Sisk Recycling						
1-5-4610-3040	Sisk Recycling Contracted Services	367.32	5,197.26	5,000	-197.26	-3.95
Total Sisk Recycling		367.32	5,197.26	5,000	-197.26	-3.95
4640 Mine Landing Recycling						
1-5-4640-2204	Mine Landing Bin Rental	423.29	5,762.26	2,500	-3,262.26	-130.49
1-5-4640-3040	Mine Landing Recycling Contracted Servic	0.00	1,674.05	6,000	4,325.95	72.10
Total Mine Landing Recycling		423.29	7,436.31	8,500	1,063.69	12.51
4660 Recycling Bins						
1-5-4660-2204	R&D Recycle - Bin Rental	152.64	763.20	0	-763.20	0.00
1-5-4660-2300	Strathy Recycling Materials and Supplies	0.00	1,858.06	0	-1,858.06	0.00
Total Recycling Bins		152.64	2,621.26	0	-2,621.26	0.00
4700 Waste Hazardous Material North Bay						

Budget Variance Report

Date : Nov 20,2019

Time : 1:07 pm

Fiscal Year : 2019 Period : 10
Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
4700 Waste Hazardous Material North Bay						
1-5-4700-2450	Waste Hazardous Material North Bay	0.00	2,692.00	3,000	308.00	10.27
Total Waste Hazardous Material North Bay		0.00	2,692.00	3,000	308.00	10.27
5100 Public Health Services						
1-5-5100-2402	Public Health Services	0.00	27,553.53	38,000	10,446.47	27.49
Total Public Health Services		0.00	27,553.53	38,000	10,446.47	27.49
5200 Ambulance						
1-5-5200-1010	Ambulance SPC Supervisor	5,674.71	66,820.26	80,000	13,179.74	16.47
1-5-5200-1017	Ambulance SPH Full Time	5,571.36	44,386.69	64,000	19,613.31	30.65
1-5-5200-1018	Ambulance SPH Part Time	12,217.65	123,359.18	121,500	-1,859.18	-1.53
1-5-5200-1019	Ambulance Shift/Weekend Premium	147.50	1,674.41	2,200	525.59	23.89
1-5-5200-1021	Ambulance Shift OT	120.19	3,602.14	5,000	1,397.86	27.96
1-5-5200-1022	Ambulance Stand By	7,168.00	69,135.18	86,000	16,864.82	19.61
1-5-5200-1023	Ambulance Call Back	2,809.50	24,174.93	42,000	17,825.07	42.44
1-5-5200-1024	Ambulance Stat Holiday taken	331.44	1,253.92	10,200	8,946.08	87.71
1-5-5200-1026	Ambulance Vacation Pay	1,284.02	12,840.20	18,500	5,659.80	30.59
1-5-5200-1027	Ambulance Sick Pay	0.00	10,458.60	12,000	1,541.40	12.85
1-5-5200-1028	Ambulance EHS approved training	1,172.42	2,512.79	5,500	2,987.21	54.31
1-5-5200-1055	Ambulance Uniforms	0.00	675.40	1,000	324.60	32.46
1-5-5200-1132	Ambulance Benefits - CPP	795.14	13,237.18	16,400	3,162.82	19.29
1-5-5200-1133	Ambulance Benefits - EI	406.87	6,065.67	9,200	3,134.33	34.07
1-5-5200-1134	Ambulance Benefits - OMERS	2,605.96	29,629.40	32,000	2,370.60	7.41
1-5-5200-1135	Ambulance Benefits - EHT	693.15	7,179.76	9,200	2,020.24	21.96
1-5-5200-1136	Ambulance Benefits - Group Plan	1,364.42	13,774.87	19,000	5,225.13	27.50
1-5-5200-1137	Ambulance Benefits - WSIB	1,894.92	25,141.23	26,500	1,358.77	5.13
1-5-5200-1138	Ambulance Benefits - In Lieu of Benefits	0.00	0.00	16,300	16,300.00	100.00
1-5-5200-2050	Ambulance Furniture	0.00	1,001.24	1,000	-1.24	-0.12
1-5-5200-2090	Ambulance Meal Allowance	45.02	824.16	1,800	975.84	54.21
1-5-5200-2100	Ambulance Travel	255.57	572.68	1,500	927.32	61.82
1-5-5200-2102	Ambulance Other Training	126.07	126.07	0	-126.07	0.00
1-5-5200-2106	Ambulance Cell phone	64.38	576.10	1,000	423.90	42.39
1-5-5200-2107	Ambulance fax line 23951	0.00	0.00	2,000	2,000.00	100.00
1-5-5200-2111	Ambulance Utilities	227.84	7,664.33	9,700	2,035.67	20.99
1-5-5200-2114	Ambulance Telephone	416.32	2,307.75	1,300	-1,007.75	-77.52
1-5-5200-2115	Ambulance Office Supplies & Equipment	164.83	344.84	1,000	655.16	65.52
1-5-5200-2117	Ambulance Oxygen	224.80	2,162.79	3,000	837.21	27.91
1-5-5200-2119	Ambulance Other Supplies & Equipment	0.00	156.18	500	343.82	68.76
1-5-5200-2132	Ambulance Audit Fees	0.00	0.00	2,100	2,100.00	100.00
1-5-5200-2133	Ambulance Professional Fees	0.00	660.81	8,000	7,339.19	91.74
1-5-5200-2136	Ambulance Other Services and Rentals EXP	0.00	12.00	2,000	1,988.00	99.40
1-5-5200-2150	Ambulance Building Maintenance	0.00	386.56	1,850	1,463.44	79.10
1-5-5200-2152	Ambulance Cleaning Supplies & Equipment	79.55	807.54	750	-57.54	-7.67
1-5-5200-2300	Ambulance Medical Materials & Supplies	0.00	255.25	2,500	2,244.75	89.79
1-5-5200-2350	Ambulance Gas Oil Fluid Minor Vehicle Re	526.84	4,931.19	7,500	2,568.81	34.25
1-5-5200-2400	Ambulance Computer Communications Equip	583.09	2,708.29	1,500	-1,208.29	-80.55
1-5-5200-3040	Ambulance Contracted Services	71.23	2,130.53	0	-2,130.53	0.00
1-5-5200-3116	Ambulance Insurance	0.00	0.00	6,200	6,200.00	100.00
1-5-5200-3120	Ambulance Administration	1,000.00	10,000.00	14,000	4,000.00	28.57
1-5-5200-5000	Ambulance Water Sewer Grinder Garbage	0.00	2,135.18	3,200	1,064.82	33.28
1-5-5200-5100	Ambulance Building Rental	1,600.00	16,000.00	19,200	3,200.00	16.67
Total Ambulance		49,642.79	511,685.30	668,100	156,414.70	23.41
5300 Cemetery						
1-5-5300-1010	Cemetery Salaries and Wages	471.44	3,064.36	3,300	235.64	7.14
1-5-5300-1031	Cemetery Redistributed Wages	0.00	3,380.28	0	-3,380.28	0.00
1-5-5300-1130	Cemetery Redistributed Benefits	34.76	632.18	237	-395.18	-166.74
1-5-5300-2150	Cemetery Repairs & Maintenance	0.00	105.84	0	-105.84	0.00
1-5-5300-2300	Cemetery Materials and Supplies	87.85	1,883.18	7,000	5,116.82	73.10
1-5-5300-3040	Cemetery Contracted Services	0.00	350.00	500	150.00	30.00

Budget Variance Report

Date : Nov 20,2019

Time : 1:07 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
1-5-5300-3040	Cemetery Contracted Services	0.00	350.00	500	150.00	30.00
Total Cemetery		594.05	9,415.84	11,037	1,621.16	14.69
6100 Local Services Realignment						
1-5-6100-7400	Local Services Realignment	72,565.51	725,655.11	870,786	145,130.89	16.67
Total Local Services Realignment		72,565.51	725,655.11	870,786	145,130.89	16.67
6200 Au Chateau						
1-5-6200-7400	Au Chateau	75,060.00	292,620.62	300,240	7,619.38	2.54
Total Au Chateau		75,060.00	292,620.62	300,240	7,619.38	2.54
7100 Parks and Recreation						
1-5-7100-1010	Parks and Recreation Salaries and Wages	1,965.36	48,162.63	32,400	-15,762.63	-48.65
1-5-7100-1031	Parks and Recreation Redistributed Wages	915.53	8,165.40	7,000	-1,165.40	-16.65
1-5-7100-1130	Parks and Recreation Redistributed Benef	109.16	975.79	1,050	74.21	7.07
1-5-7100-1132	Parks and Recreation CPP	89.85	1,765.94	796	-969.94	-121.85
1-5-7100-1133	Parks and Recreation EI	56.44	984.27	735	-249.27	-33.91
1-5-7100-1135	Parks and Recreation EHT	38.67	893.63	632	-261.63	-41.40
1-5-7100-1137	Parks and Recreation WSIB	84.61	1,465.76	1,037	-428.76	-41.35
1-5-7100-2041	Parks and Recreation Ball Field Maintena	0.00	0.00	1,600	1,600.00	100.00
1-5-7100-2100	Parks and Recreation Travel	0.00	0.00	2,000	2,000.00	100.00
1-5-7100-2300	Parks and Recreation Materials and Suppl	663.93	6,479.59	4,500	-1,979.59	-43.99
1-5-7100-3040	Parks and Recreation Contracted Services	0.00	3,898.80	500	-3,398.80	-679.76
1-5-7100-3500	Parks and Recreations Funded Programs	0.00	2,543.59	0	-2,543.59	0.00
1-5-7100-6124	Canada Day	0.00	15,526.91	15,000	-526.91	-3.51
1-5-7100-6126	Events	773.21	859.96	4,000	3,140.04	78.50
1-5-7100-6129	Shiverfest	0.00	2,656.34	3,000	343.66	11.46
Total Parks and Recreation		4,696.76	94,378.61	74,250	-20,128.61	-27.11
7200 Community Centre						
1-5-7200-1010	Community Centre Salaries and Wages	513.59	3,769.24	0	-3,769.24	0.00
1-5-7200-1031	Community Centre Redistributed Wages	1,318.06	6,461.72	30,000	23,538.28	78.46
1-5-7200-1130	Community Centre Redistributed Benefits	157.53	772.20	4,500	3,727.80	82.84
1-5-7200-1132	Community Centre CPP	24.62	117.67	0	-117.67	0.00
1-5-7200-1133	Community Centre EI	9.83	73.47	0	-73.47	0.00
1-5-7200-1135	Community Centre EHT	10.17	70.75	0	-70.75	0.00
1-5-7200-1136	Community Centre Group Benefits	306.24	2,940.70	0	-2,940.70	0.00
1-5-7200-1137	Community Centre WSIB	16.43	151.40	0	-151.40	0.00
1-5-7200-2103	Community Centre Membership Fees	0.00	0.00	200	200.00	100.00
1-5-7200-2109	Community Centre Natural Gas	478.17	9,773.08	16,000	6,226.92	38.92
1-5-7200-2110	Community Centre Telephone	508.47	5,040.96	6,000	959.04	15.98
1-5-7200-2111	Community Centre Utilities	803.23	27,498.87	38,000	10,501.13	27.63
1-5-7200-2119	Community Centre Shop Tools/Equipment	0.00	0.00	1,000	1,000.00	100.00
1-5-7200-2121	Community Centre Advertising	0.00	0.00	1,000	1,000.00	100.00
1-5-7200-2150	Community Centre Building Maintenance	823.05	5,306.23	20,000	14,693.77	73.47
1-5-7200-2152	Community Centre Janitorial Supplies	436.69	994.12	1,500	505.88	33.73
1-5-7200-2159	Community Centre Vending Supplies	0.00	107.33	1,000	892.67	89.27
1-5-7200-2300	Community Centre Materials and Supplies	47.97	1,294.50	1,000	-294.50	-29.45
1-5-7200-2305	Community Centre Health and Safety	0.00	3.50	500	496.50	99.30
1-5-7200-2351	Community Centre Vehicle Maintenance & R	255.76	255.76	3,000	2,744.24	91.47
1-5-7200-2360	Community Centre Equipment Operations	308.24	862.98	4,000	3,137.02	78.43
1-5-7200-2361	Community Centre Equipment Maintenance a	0.00	1,694.33	500	-1,194.33	-238.87
1-5-7200-3040	Community Centre Contracted Services	1,339.50	14,137.37	8,000	-6,137.37	-76.72
1-5-7200-3120	Community Centre Ice Plant Maintenance	943.00	943.00	12,000	11,057.00	92.14
Total Community Centre		8,300.55	82,269.18	148,200	65,930.82	44.49
7300 Tower Complex						
1-5-7300-1031	Tower Redistributed Wages	0.00	96.40	1,500	1,403.60	93.57
1-5-7300-1130	Tower Redistributed Benefits	0.00	11.56	225	213.44	94.86
1-5-7300-2110	Tower Telephone	150.80	1,437.80	1,000	-437.80	-43.78
1-5-7300-2111	Tower Utilities	55.12	610.33	1,200	589.67	49.14

Budget Variance Report

Date : Nov 20,2019

Time : 1:07 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
1-5-7300-2111	Tower Utilities	55.12	610.33	1,200	589.67	49.14
1-5-7300-2120	Tower Trail Maintenance and Signage	0.00	0.00	3,000	3,000.00	100.00
1-5-7300-2121	Tower Advertising	0.00	-386.69	1,000	1,386.69	138.67
1-5-7300-2150	Tower Building Maintenance	0.00	384.91	1,200	815.09	67.92
1-5-7300-2152	Tower Janitorial Supplies	0.00	150.49	100	-50.49	-50.49
1-5-7300-2300	Tower Materials and Supplies	234.57	1,312.08	2,500	1,187.92	47.52
1-5-7300-3040	Tower Contracted Services	0.00	0.00	1,000	1,000.00	100.00
Total Tower Complex		440.49	3,616.88	12,725	9,108.12	71.58
7400 Fitness Centre						
1-5-7400-2300	Program Materials and Supplies	0.00	1,604.91	0	-1,604.91	0.00
1-5-7400-2724	Fitness Centre	0.00	818.10	5,000	4,181.90	83.64
Total Fitness Centre		0.00	2,423.01	5,000	2,576.99	51.54
7500 Library						
1-5-7500-1010	Library Salaries and Wages	8,339.08	36,827.42	46,820	9,992.58	21.34
1-5-7500-1132	Library CPP	382.61	1,611.64	1,914	302.36	15.80
1-5-7500-1133	Library EI	159.07	723.92	1,062	338.08	31.83
1-5-7500-1134	Library OMERS	904.05	3,785.27	3,168	-617.27	-19.48
1-5-7500-1135	Library EHT	161.24	732.15	913	180.85	19.81
1-5-7500-1136	Library Group Benefits	551.85	5,184.07	5,905	720.93	12.21
1-5-7500-1137	Library WSIB	260.48	1,145.64	1,499	353.36	23.57
1-5-7500-2100	Library Travel	55.34	207.98	575	367.02	63.83
1-5-7500-2102	Library Training Expense	0.00	108.00	1,000	892.00	89.20
1-5-7500-2103	Library Membership Fees	0.00	1,208.94	1,200	-8.94	-0.75
1-5-7500-2104	Library Subscriptions	35.12	647.08	800	152.92	19.12
1-5-7500-2110	Library Telephone	71.21	692.66	800	107.34	13.42
1-5-7500-2115	Library Office Supplies	77.32	437.48	700	262.52	37.50
1-5-7500-2117	Library Small Equipment Operations	3.40	377.47	1,400	1,022.53	73.04
1-5-7500-2123	Library Tech Support	0.00	1,740.10	1,900	159.90	8.42
1-5-7500-2150	Library Office Repairs and Maintenance	0.00	0.00	700	700.00	100.00
1-5-7500-2300	Library Materials and Supplies	0.00	89.71	500	410.29	82.06
1-5-7500-2302	Library Book Purchases	25.00	5,129.25	7,500	2,370.75	31.61
1-5-7500-2400	Library Technology	345.00	345.00	500	155.00	31.00
1-5-7500-2453	Library Literacy	0.00	553.52	300	-253.52	-84.51
1-5-7500-2456	Library Service Ontario Expenses	0.00	0.00	425	425.00	100.00
1-5-7500-2499	Library Capital cap matching funds	0.00	0.00	3,865	3,865.00	100.00
1-5-7500-3040	Library - Inter Library Loans	0.00	18.16	0	-18.16	0.00
Total Library		11,370.77	61,565.46	83,446	21,880.54	26.22
8100 Planning Services						
1-5-8100-1010	Planning Salaries and Wages	4,147.25	25,727.98	47,500	21,772.02	45.84
1-5-8100-1020	PAC Honorariaums	0.00	0.00	300	300.00	100.00
1-5-8100-1031	Planning Redistributed Wages	0.00	1,701.84	0	-1,701.84	0.00
1-5-8100-1130	Planning Redistributed Benefits	0.00	204.99	0	-204.99	0.00
1-5-8100-1132	Planning CPP	175.04	1,585.20	2,244	658.80	29.36
1-5-8100-1133	Planning EI	133.51	695.40	1,078	382.60	35.49
1-5-8100-1134	Planning OMERS	305.70	3,252.21	3,960	707.79	17.87
1-5-8100-1135	Planning EHT	72.18	690.09	926	235.91	25.48
1-5-8100-1136	Planning Group Benefits	595.71	5,673.46	6,551	877.54	13.40
1-5-8100-1137	Planning WSIB	52.61	961.57	1,520	558.43	36.74
1-5-8100-2101	Planning Conference Expense	-200.00	2,560.85	4,000	1,439.15	35.98
1-5-8100-2103	Planning Membership Fees	0.00	366.34	500	133.66	26.73
1-5-8100-2121	Planning Advertising	0.00	1,133.40	2,000	866.60	43.33
1-5-8100-2133	Planning Professional Fees	3,029.98	32,754.21	12,000	-20,754.21	-172.95
1-5-8100-2136	Planning Registration and Search Fees	226.02	1,431.47	2,000	568.53	28.43
1-5-8100-2140	Planning OMB Hearings	483.36	43,929.06	30,000	-13,929.06	-46.43
1-5-8100-2300	Planning Materials and Supplies	345.98	2,178.55	1,000	-1,178.55	-117.86
1-5-8100-2306	Planning Inspections	0.00	1,052.72	5,000	3,947.28	78.95
1-5-8100-3040	Planning GIS Contracted Services	0.00	12,926.14	13,000	73.86	0.57
Total Planning Services		9,367.34	138,825.48	133,579	-5,246.48	-3.93

Budget Variance Report

Date : Nov 20,2019

Time : 1:07 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
Total Planning Services		9,367.34	138,825.48	133,579	-5,246.48	-3.93
8200 Development Services						
1-5-8200-1010	Development Salaries and Wages	7,909.62	43,965.27	95,722	51,756.73	54.07
1-5-8200-1132	Development CPP	380.42	2,085.01	3,956	1,870.99	47.29
1-5-8200-1133	Development EI	146.76	830.89	1,798	967.11	53.79
1-5-8200-1134	Development OMERS	803.33	3,302.14	5,040	1,737.86	34.48
1-5-8200-1135	Development EHT	150.71	853.02	1,834	980.98	53.49
1-5-8200-1136	Development Group Benefits	573.44	5,424.07	6,900	1,475.93	21.39
1-5-8200-1137	Development WSIB	243.45	1,378.06	2,891	1,512.94	52.33
1-5-8200-2100	Development Travel	0.00	0.00	1,500	1,500.00	100.00
1-5-8200-2101	Development Conferences	0.00	-320.00	3,000	3,320.00	110.67
1-5-8200-2102	Development Training	0.00	0.00	1,000	1,000.00	100.00
1-5-8200-2103	Development Memberships	0.00	338.85	1,000	661.15	66.12
1-5-8200-2121	Development Advertising	147.39	6,906.67	2,000	-4,906.67	-245.33
1-5-8200-2300	Development Materials and Supplies	509.07	531.26	3,000	2,468.74	82.29
1-5-8200-3040	Development Contracted Services	5.49	2,678.22	3,000	321.78	10.73
Total Development Services		10,869.68	67,973.46	132,641	64,667.54	48.75
Total EXPENSE		462,148.88	4,529,339.08	6,128,628	1,599,288.92	26.10
REVENUE						
1500 Government funding						
2-4-1500-1500	Gax Tax Revenue	0.00	0.00	-107,020	-107,020.00	100.00
2-4-1500-2000	OCIF Formula	0.00	-53,867.00	-53,867	0.00	0.00
Total Government funding		0.00	-53,867.00	-160,887	-107,020.00	66.52
4300 Water Funding						
2-4-4300-1500	CWWF Federal	0.00	0.00	-15,946	-15,946.00	100.00
2-4-4300-2000	CWWF Provincial	0.00	0.00	-7,973	-7,973.00	100.00
Total Water Funding		0.00	0.00	-23,919	-23,919.00	100.00
7200 Community Centre						
2-4-7200-5000	Arena Capital Revenue	0.00	-14,079.38	0	14,079.38	0.00
Total Community Centre		0.00	-14,079.38	0	14,079.38	0.00
Total REVENUE		0.00	-67,946.38	-184,806	-116,859.62	63.23
EXPENSE						
1200 Administraton Capital						
2-5-1200-8000	Administraton Capital	0.00	38,582.23	60,000	21,417.77	35.70
Total Administraton Capital		0.00	38,582.23	60,000	21,417.77	35.70
1400 Municipal Building Capital						
2-5-1400-8000	Municipal Building Capital	0.00	0.00	165,000	165,000.00	100.00
Total Municipal Building Capital		0.00	0.00	165,000	165,000.00	100.00
2000 Marten River Fire Capital						
2-5-2000-8000	Marten River Fire Capital	0.00	7,632.01	55,500	47,867.99	86.25
Total Marten River Fire Capital		0.00	7,632.01	55,500	47,867.99	86.25
2100 Temagami Fire Capital						
2-5-2100-8000	Temagami Fire Capital	0.00	20,605.16	37,600	16,994.84	45.20
Total Temagami Fire Capital		0.00	20,605.16	37,600	16,994.84	45.20
3100 Public Works Capital						
2-5-3100-8000	Public Works Capital	0.00	197,773.99	419,867	222,093.01	52.90
2-5-3100-8200	Public Works Capital	274,270.70	274,270.70	0	-274,270.70	0.00
Total Public Works Capital		274,270.70	472,044.69	419,867	-52,177.69	-12.43

Budget Variance Report

Date : Nov 20,2019

Time : 1:07 pm

Fiscal Year : 2019 Period : 10
 Account Code : 1-4-1000-1000 To 2-5-8200-8000

Budget Type : Budget Values - 5

Acct Code	Acct Desc	Current Month	Year to Date	Budget Amt	Variance	% Var
EXPENSE						
Total Public Works Capital		274,270.70	472,044.69	419,867	-52,177.69	-12.43
3230 Gravel Road Resurface						
2-5-3230-8000	Gravel Roadway Resurfacing	0.00	68,605.06	0	-68,605.06	0.00
Total Gravel Road Resurface		0.00	68,605.06	0	-68,605.06	0.00
4000 Environment Capital						
2-5-4000-8000	CWWF Projects	753.02	20,828.71	60,000	39,171.29	65.29
Total Environment Capital		753.02	20,828.71	60,000	39,171.29	65.29
4100 Sewer Capital						
2-5-4100-8100	Tem North Lagoon ECA	16,999.77	32,993.74	10,000	-22,993.74	-229.94
Total Sewer Capital		16,999.77	32,993.74	10,000	-22,993.74	-229.94
4300 Water Capital						
2-5-4300-8000	Reserve Water OCWA Cap Letter	49,491.01	82,881.20	205,020	122,138.80	59.57
Total Water Capital		49,491.01	82,881.20	205,020	122,138.80	59.57
4500 Waste Site Capital						
2-5-4500-8000	Waste Site Capital	0.00	18,061.77	0	-18,061.77	0.00
2-5-4500-8100	Waste Site Acquisition	0.00	0.00	75,000	75,000.00	100.00
2-5-4500-8200	Waste Site capital	0.00	0.00	62,000	62,000.00	100.00
Total Waste Site Capital		0.00	18,061.77	137,000	118,938.23	86.82
7200 Community Centre Capital						
2-5-7200-8000	Community Centre Capital	0.00	21,720.41	25,000	3,279.59	13.12
Total Community Centre Capital		0.00	21,720.41	25,000	3,279.59	13.12
7300 Tower Capital						
2-5-7300-8000	Tower Capital	0.00	0.00	12,000	12,000.00	100.00
Total Tower Capital		0.00	0.00	12,000	12,000.00	100.00
7400 Recreation Capital						
2-5-7400-8000	Recreation Equipment	0.00	0.00	20,000	20,000.00	100.00
Total Recreation Capital		0.00	0.00	20,000	20,000.00	100.00
8200 Development Capital						
2-5-8200-8000	Development Capital	0.00	0.00	162,785	162,785.00	100.00
Total Development Capital		0.00	0.00	162,785	162,785.00	100.00
Total EXPENSE		341,514.50	783,954.98	1,369,772	585,817.02	42.77
Report Total		496,019.71	-1,400,673.12	0	1,400,673.12	0.00

Municipality of Temagami
Estimate of Year-end Position
to the end of October 2019

Surplus (Deficit) to October 31th \$1,400,673.12

Revenue to Come			
Gas Tax	\$100,000.00		
Ambulance Funding	\$111,350.00		
Student Funding	\$9,800.00		
Mainstreet Funding	\$39,855.00		
Intern Funding	\$7,000.00		
Library Funding	\$4,000.00		
Investment Income	\$20,000.00		
Misc Charges	\$2,000.00		
Ambulance Rent and Admin	\$5,200.00	\$299,205.00	

Operating Expenses			
Future Payroll - All departments	\$415,000.00		
Insurance	\$110,000.00		
Helipad Repairs	\$7,000.00		
Police Serices	\$112,000.00		
Debt Payments	\$45,000.00		
OCWA Payments	\$100,000.00		
Landfill Contracts and Recylcing	\$26,000.00		
DSSAB Payments	\$146,000.00		
Au Chateau	\$8,000.00		
Health Unit Transfer	\$9,400.00		
Deparment Spending			
Council	\$30,000.00		
Administration	\$60,000.00		
Protection	\$25,000.00		
Transportation	\$60,000.00		
Environment	\$15,000.00		
Ambulance	\$38,000.00		
Recreation	\$35,000.00		
Planning and Development	\$25,000.00	\$288,000.00	\$1,266,400.00

Net after Operations \$433,478.12

Capital			
Mainstreet Project	\$42,000.00		
Engineering and Arena repairs	\$80,000.00		
Water upgrades	\$111,000.00		
ONR Crossing	\$30,000.00		
Road Projects	\$60,000.00		
Marten River Fire	\$55,000.00		
Temagami Fire	\$20,000.00		
Administration	\$25,000.00	\$423,000.00	

Potential Reserve Transfer	(\$73,000.00)		
Potential Deferred Revenue	\$306,219.00		

\$656,219.00

Estimated position at end of 2019 (\$222,740.88)

Surplus	\$51,529.12		
Unfinance Capital	(\$274,270.00)		

Balance (\$222,740.88)



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-202

☒ **Staff**
☐ **Committee**

Subject: Procedural By-Law review

Agenda Date: **November 28, 2019**

Attachments: Procedural By-law

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-202;

INFORMATION

At the last meeting of Council, Staff received a request to have the date for agenda posting and therefore dates for agenda cut off and preparation reviewed. These are contained in the Procedural By-Law. The belief is that this was requested to ensure Council had sufficient time to review meeting materials prior to the Regular Session of Council.

As well, there have been a couple requests received to review our policy governing the recording of Council meetings. This policy is included as a schedule to the Procedural By-Law.

Presently, the Municipality uses eScribe, a software program to prepare information for and manage meetings of Council. Staff believe that presently, Members of Council are able to view the agenda as it is being compiled. While Staff to try to have the majority of the agenda prepared on the Friday before the meeting, there are certain reports that are not completed until the Monday when agendas are required to be posted publicly. With Council being able to view the agenda prior to it being posted this might provide sufficient time to review the documentation that is included in the agenda packages.

There will be times when there is a great deal of information received at the 'last minute'. The Requests for Proposals for both the Planning Consulting Services and the Engineering Consulting Services are examples of this. Staff will work to ensure the dates for submissions are established in a fashion to provide for more review time. That being said, as was the case with these proposals, Council does have the ability to defer a recommendation as outlined in the Procedural By-Law. Staff does try to ensure that the number of times where a decision is required due to time sensitivities is minimal in any year.

As for the Audio Recording of Council meetings, policies of the Municipality should be reviewed on a regular basis. In this case, the definition for regular would be at least once per term of Council and more often if circumstances warrant.

Council should review the schedule of the Procedural By-Law and provide affirmation that the policy continues to be what is attended or provide direction to Staff regarding what areas should be researched. We can canvas other municipalities in our area to see what, if anything, they do regarding this should Council want this information. There is no requirement of the Municipal Act for audio or video recording of Council meetings or the streaming and/or access to this. It is the responsibility for each municipality to develop their local standards through the adoption of a policy.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



Council Procedural By-Law

Municipality of Temagami

Important Disclaimer: this protocol complies with the relevant provisions of the *Municipal Act, 2001*, SO 2001, c 25 (the “*Municipal Act*”). If you have any questions or concerns about this protocol or how to implement it, please contact Wishart Law Firm LLP. Wishart Law Firm LLP is not responsible for the results of any edit to this protocol other than as expressly authorized or directed by Wishart Law Firm LLP.

© 2019, Wishart Law Firm LLP

All rights reserved. No part of this work may be reproduced or copied in any form or by any means (graphic, electronic or mechanical, including photocopying, recording, taping or information and retrieval systems) without the written permission of Wishart Law Firm LLP.

A licence is, however, given by Wishart Law Firm LLP to any Municipality that has purchased a copy of this work to print, copy, save, or post on its official website for its own use only and such Municipality may not repurpose or resell the work in any way.

The Corporation of the Municipality of Temagami

By-Law Number 19-1478

BEING a By-Law to establish rules governing the proceedings of Council, the calling of Meetings and the conduct of Members, Staff and the Public.

SHORT TITLE – This By-Law may be cited as the “Procedural By-Law.”

WHEREAS a Municipality is a level of government and requires formality and procedures in Meetings so that clear, informed, written decisions, direction, Resolutions and by-laws can be both adopted and implemented.

AND WHEREAS Council, pursuant to section 238 of the *Municipal Act*, 2001, is required to establish the procedures governing the Meetings of Council and Committees, the conduct of its Members and the calling of Meetings.

AND WHEREAS Council must adopt by by-law, the procedures which address the rules of order which shall be observed in all proceedings of Council, Committees of Council and Local Boards unless specifically provided otherwise.

NOW THEREFORE the Council of the Corporation of the Municipality of Temagami enacts as follows:

Preamble

In addition to this By-Law, Members of Council are governed by the following documents and legislation:

- *Municipal Act*, 2001
- *Municipal Conflict of Interest Act*
- Municipal Code of Conduct, By-Law 13-1138
- *Municipal Elections Act*
- *Municipal Freedom of Information and Protection of Privacy Act*
- *Accessibility for Ontarians with Disabilities Act*
- *Occupational Health and Safety Act*
- Workplace Harassment/Workplace Violence Policy, By-Law No. 15-1226
- Staff Council Relations Policy
- Social Media Policy, By-Law No. 14-1202
- *Planning Act*
- Accountability and Transparency By-Law, No. 10-939
- Travel Expenses Policy, By-Law 14-1215

Members of council shall be familiar with the above-noted documents and legislation and shall rely upon them when making decisions and exercising their powers.

Contents

1. Definitions	1
1.1 Ad-Hoc Committee.....	1
1.2 Agenda	1
1.3 Chair.	1
1.4 Clerk.	1
1.5 Committee of the Whole.....	1
1.6 Consent Agenda.....	1
1.7 Council.....	1
1.8 Council Package.	1
1.9 Closed Meeting	2
1.10 Deputy Mayor	2
1.11 Electronic Meeting	2
1.12 Emergency Meeting	2
1.13 Ex Officio.....	2
1.14 Head of Council.....	2
1.15 Local Board.	2
1.16 Meeting	2
1.17 Member.....	3
1.18 Motion.....	3
1.19 Motion to Amend.....	3
1.20 <i>Municipal Act</i>	3
1.21 Municipality	3
1.22 Notice of Motion.....	3
1.23 Officers	3
1.24 Order of Business.....	3
1.25 Point of Procedure	4
1.26 Presentation	4
1.27 Quorum	4
1.28 Recorded Vote	4
1.29 Regular Meeting.....	4
1.30 Report.....	4

1.31	Resolution.....	4
1.32	Special Meeting	4
1.33	Standing Committee	4
1.34	Treasurer/Administrator.	5
1.35	Unfinished Business	5
1.36	Urgent.	5
2.	General Meeting Rules.....	5
2.1	Rules – to be observed at all times	5
2.2	Suspending Procedural By-Law.....	5
2.3	Mayor	5
2.4	Absence of Mayor	6
2.5	Absence of Deputy Mayor	6
2.6	Meeting Location	6
2.7	Clerk	6
2.8	Quorum	6
2.9	Minutes	7
2.10	Arriving Late/Leaving Early	7
2.11	Staff Attendance	7
2.12	Declarations of Conflicts of Interest.....	7
2.13	Rules of Debate	8
2.14	Conduct	9
2.15	Questions during Debate.....	10
2.16	Points of Procedure.....	11
2.17	Voting - General.....	12
2.18	Corrections	12
2.20	Amendments	12
2.21	Voting - Reconsideration	13
3.	Roles and Responsibilities	14
3.1	Head of Council. (<i>Municipal Act, s.225</i>)	14
3.2	Chair	15
3.3	Deputy Head of Council. (<i>Municipal Act s.242</i>)	15
3.4	Council. (<i>Municipal Act, s.224</i>)	16
3.5	Clerk. (<i>Municipal Act, s. 228</i>)	16

3.6	Staff. (<i>Municipal Act</i> , s. 227).....	17
3.7	Chief Administrative Officer. (<i>Municipal Act</i> , s. 229).....	17
3.8	Members of the Public.....	17
4.	Meetings	17
4.1	First Meeting.....	17
4.2	Regular Meetings	18
4.3	Special Meetings	18
4.4	Emergency Meetings.....	19
4.5	Closed Meetings.....	19
4.6	Cancelled Meetings.....	21
5.	Notice of Meetings	21
5.1	Annual Schedule of Meetings	21
6.	Agenda	22
6.1	Agenda	22
6.2	Closed Meeting Agenda	24
6.3	Adjournment	24
6.4	Curfew	24
6.7.	Amendment.....	25
6.8.	Mandatory Review.....	25
6.9.	Repeal – Enactment	25
7.	Schedules to the By-Law	25
	“Schedule A”	26
	“Schedule B”	28
	“Schedule C”	29
	“Schedule D”	31
	“Schedule E”	32
	“Schedule F”	33
	“Schedule G”	35

1. Definitions

In this By-Law:

1.1 Ad-Hoc Committee.

“Ad-Hoc Committee” means a Committee to advise Council on a specific issue or project. An Ad-Hoc Committee shall be governed by clear terms of reference, set out in a Resolution or By-Law which includes language indicating when the Committee will cease to exist.

1.2 Agenda.

“Agenda” means the list of business to be conducted at a Meeting.

1.3 Chair.

“Chair” means the person presiding at a Meeting.

1.4 Clerk.

“Clerk” means the person appointed by the Municipality pursuant to Section 228 of the *Municipal Act*, and other relevant legislation.

1.5 Committee of the Whole.

“Committee of the Whole” means a Committee of all Members of Council.

1.6 Consent Agenda.

“Consent Agenda” means a list of items of a routine nature that do not require substantial discussion or debate at a Council Meeting. Items on the Consent Agenda are approved in a single Resolution.

1.7 Council.

“Council” means the elected Members of the Municipal Council.

1.8 Council Package.

“Council Package” means a copy of the Agenda, Closed Meeting Agenda, Reports and all other information that Members require prior to a Meeting.

1.9 Closed Meeting.

“Closed Meeting” means a Meeting of Council or Committee that is not open to the public pursuant to Section 239 of the *Municipal Act* or other legislation.

1.10 Deputy Mayor.

“Deputy Mayor” means a Member of Council appointed, in accordance with the Municipality’s policies, to act in the place of the Mayor when the Mayor is absent.

1.11 Electronic Meeting.

“Electronic Meeting” means a Meeting where any Member is not physically present but participates via electronic means of communication. Such Member does not count for Quorum. The Member participating electronically can vote. The Member participating electronically may not participate in a Closed Meeting.

1.12 Emergency Meeting.

“Emergency Meeting” means a meeting, held without written notice where there is insufficient time to provide notice of a Special Meeting, to deal with an Urgent Matter confronting the Municipality.

1.13 Ex Officio.

“Ex Officio” means that the Mayor is a Member of all Committees of Council established by Council, unless prohibited by law. The Mayor, as an Ex Officio Member, is not entitled to vote unless legally specified otherwise.

1.14 Head of Council.

“Head of Council” means the Mayor or, in the absence of the Mayor, the Deputy Mayor.

1.15 Local Board.

“Local Board” means a Local Board as defined in the *Municipal Act*, and shall include the Public Utilities Commission, Police Services Board, Health Service Board and Public Library Board.

1.16 Meeting.

“Meeting” means any regular, special or other Meeting of Council, a Local Board or a Committee where a Quorum of Members is present, and Members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the Council, Local Board or Committee as stated in Section 238 of the *Municipal Act*.

1.17 Member.

“Member” means a Member of Council, Local Board or Committee.

1.18 Motion.

“Motion” means a written question moved and seconded by two Members, presented at a Meeting, read by the Chair or Clerk/Secretary subject to debate and voting by Council or a Committee. When a Motion passes, it becomes a Resolution or By-Law.

1.19 Motion to Amend.

“Motion to Amend” means a Motion to vary the main Motion before Council or a Committee.

1.20 *Municipal Act.*

“*Municipal Act*” means the *Municipal Act*, 2001, S.O. c.25. as amended.

1.21 Municipality.

“Municipality” means the Municipal Corporation of the Municipality of Temagami.

1.22 Notice of Motion

“Notice of Motion” means an advance notice to Members regarding a matter on which Council will be asked to take a position.

1.23 Officers.

“Officer(s)” means a person, such as the Treasurer/Administrator, Clerk, Chief Building Official, Fire Chief and Integrity Commissioner, who holds a position of responsibility with definite rights and duties prescribed by statute or By-Law.

1.24 Order of Business.

“Order of Business” means the sequence of business to be introduced and considered in a Meeting.

1.25 Point of Procedure.

“Point of Procedure” is a verbal statement made by a Member to the Chair when the Member believes there has been a contravention of the rules laid out in the Procedural By-Law.

1.26 Presentation.

“Presentation” means a person or group (including a Member, staff or Public) who provides information to Council or Committee.

1.27 Quorum.

“Quorum” means a majority of Members of Council or Committee.

1.28 Recorded Vote.

“Recorded Vote” means a vote in Council or Committee where the names of the Members and the position in favour or against a Motion are recorded in the minutes.

1.29 Regular Meeting.

“Regular Meeting” means a scheduled Meeting held at regular intervals in accordance with the approved schedule of Meetings.

1.30 Report.

“Report” means a written or other Report from the Treasurer/Administrator, Clerk, Department Heads, Staff or Committee which is approved by the Treasurer/Administrator or Clerk.

1.31 Resolution.

“Resolution” means a Motion that has been approved by Council.

1.32 Special Meeting.

“Special Meeting” means a Meeting that is called for a specific time and for a specific purpose to deal with an important matter that has arisen between Regular Meetings.

1.33 Standing Committee.

“Standing Committee” means a Committee comprised solely of Members of Council.

1.34 Unfinished Business.

“Unfinished Business” means matters listed in the Agenda which have not been dealt with in their entirety at a previous Meeting.

1.35 Treasurer/Administrator

“Treasurer/Administrator” means the person appointed by the Municipality pursuant to Section 229 of the *Municipal Act*.

1.36 Urgent.

“Urgent” means, for the purposes of calling an Emergency Meeting, a matter that is occurring or imminent, and if not brought forward immediately, could result in or cause:

- a. Danger to the life, health or safety of individuals;
- b. Damage to property;
- c. An interruption of the essential services provided by the Municipality;
- d. Immediate and significant loss of revenue by the Municipality;
- e. Legal Issue and/or
- f. Prejudice to the Municipality.

2. General Meeting Rules

2.1 Rules – to be observed at all times

The rules contained in this By-Law shall be observed in all Meetings of Council and with necessary modifications in every Committee Meeting.

2.2 Suspending Procedural By-Law

This By-Law may be suspended, except for those rules or regulations set out by legislation, with the consent of at least two-thirds of the Members of Council and may be suspended before, during or after a Meeting.

2.3 Mayor

The Mayor shall act as the Chair for all Council Meetings. The Mayor may delegate his or her authority to Chair any Meeting.

2.4 Absence of Mayor

In the absence of the Mayor, if he or she refuses to act or if the office is vacant, the Deputy Mayor shall carry out the Mayor's duties and shall have all the rights, powers and authority of the Head of Council.

2.5 Absence of Deputy Mayor

If both the Mayor and the Deputy Mayor are unable to act as Head of Council for a Meeting, Council shall appoint an Acting Mayor who shall have all the rights, powers and authority of the Head of Council for the purposes of that Meeting. The Clerk shall call the Meeting to order.

2.6 Meeting Location

Unless otherwise authorized by Council, all Meetings of Council shall be held in the Council Chambers, at the Temagami Welcome Centre, located at 7 Lakeshore Dr, Temagami, Ontario, Canada.

2.7 Clerk

A Clerk or Deputy Clerk must be present at all Council Meetings or other Meetings where there is a Quorum of Council. The Clerk or Deputy Clerk may attend by electronic means.

2.8 Quorum

Quorum must be present at all Meetings. (2.8.1)

If Quorum is not present fifteen (15) minutes after the time appointed for the Meeting, the Meeting will be automatically adjourned until the next Regular Meeting or until a Special Meeting is called to deal with matters intended to be dealt with at the adjourned Meeting. (2.8.2)

The Clerk shall record the names of the Members present at the fifteen (15) minute time limit, will include those names on the Minutes for the adjourned Meeting and will include those Minutes on the Agenda for the next Meeting. (2.8.3)

If at any time during a Meeting there is not Quorum, the Meeting shall automatically be recessed until there is Quorum again or until the Chair adjourns the Meeting. (2.8.4)

2.9 Minutes

Minutes of all Meetings will be recorded without note or comment. (2.9.1)

After approval, minutes of all Meetings, except Closed Meetings, will be posted in accordance with the applicable municipal policies. (2.9.2)

2.10 Arriving Late/Leaving Early

If a Member arrives after a Meeting has started or leaves before the end of the Meeting, the Clerk will record in the minutes the time of arrival/departure. If a Member needs to leave before the end of a Meeting, they must inform the Chair and be excused. The best practice is to advise the Chair at the beginning of Meeting that the Member needs to leave before the end of the Meeting.

2.11 Staff Attendance

Staff have a statutory duty to provide advice to Council. As such, staff, and particularly Officers and Department Heads, are expected to attend Council Meetings and to provide advice on a regular basis. Staff and Officers shall attend Meetings of Council when required by the Treasurer/Administrator or Clerk.

2.12 Declarations of Conflicts of Interest

Where a Member has a pecuniary interest and discloses that interest in accordance with Section 5 of the *Municipal Conflict of Interest Act*, the Member will:

1. Provide a written statement of the interest and its general nature to the Clerk in accordance with **Schedule A**;
2. Will vacate Council Chambers while the issue is considered; and,
3. Will take no steps to influence the decision in any way, either prior to, during or after the Meeting, even if the Member did not attend the Meeting where the matter was discussed. (2.12.1)

If the Member is not at a Meeting where a matter in which they have a conflict of interest was discussed, they must declare the conflict at the next Meeting and complete the written statement. Alternatively, if the Member knows they will not be at the Meeting where they have a conflict of interest in an item Council will consider, they can advise the Clerk and complete the declaration prior to the Meeting. (2.12.2)

Members will, at all times, comply with their statutory obligations pursuant to the *Municipal Conflict of Interest Act*. (2.12.3)

2.13 Rules of Debate

The Chair shall preside over the Meeting, ensure good order and decorum, and rule on procedural questions. (2.13.1)

All Agenda items to be discussed are to proceed by Motion. (2.13.2)

Each Motion requires a moving Member and a seconding Member. If no Member agrees to move or second the Motion, the item will be struck from the Agenda and will not be subject to debate. (2.13.3)

The Chair or the Clerk will read the Motion or question. (2.13.4)

The mover has the first right of speaking on that Motion, after the Chair. (2.13.5)

The seconder has the next right of speaking on the Motion after the Chair and the mover have spoken. (2.13.6)

After the Chair, the mover and the seconder have spoken, the Chair will canvas each remaining Member for their opinion on the Motion. (2.13.7)

After being recognized by the Chair, every Member shall respectfully acknowledge the Chair before speaking on any matter. (2.13.8)

A Member shall not speak a second time on a matter until all Members have had a chance to speak, except:

- a. With permission of Council,
- b. If questioned by another Member;
- c. To explain comments which the Member believes have been misunderstood;
or,
- d. In the case of the mover of a Motion, in reply just before the Chair and after everyone else has spoken. (2.13.9)

No Member, without the permission of Council or the Committee, shall speak to a matter or in reply for longer than five (5) minutes. (2.13.10)

Motions and amendments to a Motion must be moved and seconded by the mover and seconder. (2.13.11)

A Motion may be withdrawn at any time prior to the vote thereon with the consent of the majority of Members present. (2.13.12)

When a matter is being debated, no other Motion shall be entertained other than a Motion:

- a. to refer the matter to a certain body;
- b. to amend the Motion;
- c. to defer the Motion;
- d. to adjourn the Meeting;
- e. that the vote be taken. (2.13.13)

A Motion to refer or defer shall be heard before any Motion or amendment, except a Motion to adjourn. (2.13.14)

A Motion to refer shall require direction as to the body to which it is being referred and a date the body is to Report to Council or Committee. A Motion to refer is not debatable. (2.13.15)

A Motion to defer must give a reason and a date to which the matter is deferred. Only the date of deferral is debatable. (2.13.16)

A Motion that the vote be taken shall not be entertained by the Chair until each of the Members has had an opportunity to speak on the matter at least once. (2.13.17)

Once a Motion that the vote be taken is passed, the original Motion and any amendments shall be voted upon without further debate. (2.13.18)

2.14 Conduct

Members are required to follow the Municipality's Code of Conduct during all Meetings.

No Member shall:

- a. Speak disrespectfully of the Mayor, Deputy Mayor, Member, Staff, or any Member of the Public;
- b. Engage in private conversation while in the Council Chambers in such manner as to interrupt the proceedings of council;
- c. Speak on any subject other than the subject in debate unless raising a point of privilege or procedure;
- d. Speak in open Council about matters discussed in a Closed Meeting until authorized by Council;
- e. Interrupt a Member who is speaking by speaking out, or making a noise or disturbance, except to raise a procedural question; and
- f. Disobey the procedural rules or the decisions of the Chair or of the Council or Committee. (2.14.1)

At a Meeting, no person shall:

- a. Speak disrespectfully of the Mayor, Deputy Mayor, a Member, any staff person, or any Member of the Public;
- b. Use offensive words;
- c. Disobey the procedural rules or the decisions of the Chair or of the Council or Committee;
- d. Leave his or her seat while a vote is being taken and until the results of the vote are declared;
- e. Make any disruptive noise or disturbance;
- f. Enter the Meeting while a vote is being taken;
- g. Walk between a Member who is speaking and the Chair; and
- h. Display signs or placards, applaud, engage in conversation or any other behavior, which may disrupt debate. (2.14.2)

Electronic devices must be silenced during a Meeting and must not be used to disrupt a Meeting. (2.14.3)

No persons, except Members, the Clerk or the Secretary of a Committee, may approach Members without permission from the Chair. (2.14.4)

No person shall speak aloud at a Meeting or address Members without first receiving permission from the Chair. (2.14.5)

All remarks shall be addressed to the Chair. Members of the Public will not routinely be recognized and permitted to speak during a debate.

Members of the Public may not be recognized unless it is to ask a question during Question Period. (2.14.6)

Any person who contravenes any of the rules in this By-Law are guilty of misconduct and, after an initial warning, may be removed from the Meeting by the Chair. (2.14.7)

2.15 Questions during Debate

A Member may, through the Chair, ask a question arising out of or request an explanation of the previous speaker's remarks. (2.15.1)

A Member may, through the Chair, ask questions during the discussion on any item on the Agenda and ask questions on the item to any staff of the Municipality in attendance at the Meeting. (2.15.2)

Any Member may, at any time during the debate, request that a Motion under discussion be read by the Chair. A Member may only make such a request once and may not interrupt another Member while they are speaking. (2.15.3)

2.16 Points of Procedure

When a Member believes there is a violation of this By-Law, the Member shall state that they wish to raise a Point of Procedure. Once recognized by the Chair, the Member shall raise the Point of Procedure. A Point of Procedure can only be raised during the Meeting. (2.16.1)

Upon raising the Point of Procedure, a Member shall explain the violation of the rules and the Chair shall rule upon the Point of Procedure. (2.16.2)

Once the Point of Procedure has been dealt with, the debate shall resume, unless the ruling has changed this procedure. (2.16.3)

Any Member may appeal a ruling of the Chair by announcing their appeal to the Members. An appeal must be made immediately following the Chair's ruling. If the appeal is not made immediately, the Chair's ruling shall be final. (2.16.4)

Upon appeal, the Member shall state the reasons for the appeal. The Chair may then indicate why the appeal should be rejected. (2.16.5)

Without debate on the appeal, the Members, apart from the Member making the appeal and the Chair, shall vote on the appeal. (2.16.6)

If the appeal is upheld by the majority of voting Members, the Chair shall change his or her ruling accordingly; if the appeal is rejected then the ruling stands. (2.16.7)

No Member shall disobey the rules of Council or a decision of the Mayor, Chair or Council on questions of order or procedure or an interpretation of the rules of Council. (2.16.8)

Where a person (including a Member) has been warned about misconduct and has continued the conduct, the Chair may expel the person from the Meeting. If such person refuses to leave, the Chair may recess or adjourn the Meeting without any Motion to do so until such time as the person has left the Meeting room. (2.16.9)

If the person engaging in misconduct is a Member and the Member apologizes, he or she may, by vote of the majority Council, be permitted to retake his or her seat. (2.16.10)

2.17 Voting - General

Once the vote is called by the Chair, no Member shall speak to any issue, ask any question or present any other Motion until the vote has been taken. (2.17.1)

Voting shall be by way of a "show of hands" in favour or against, except when a Recorded Vote is requested. (2.17.2)

A Member may request a Recorded Vote on any Motion. Such request made me made before, during or after the vote. When a Recorded Vote is requested, the Clerk shall call each Member's name in alphabetical order and request and record their vote on the Motion. Notwithstanding the alphabetical calling of names, the Chair shall vote last in a Recorded Vote. After completion of a Recorded Vote, the Clerk shall announce the result. (2.17.3)

If a Member present at a Meeting fails to or refuses to vote, their vote will be counted as a vote against the Motion. (2.17.4)

The Chair shall announce the results of the vote once the vote is completed. (2.17.5)

If during a non-recorded vote, a Member disagrees with the Chair's results of the vote, the Member may object immediately to the Chair's declaration and require a Recorded Vote be taken. (2.17.6)

If there is a tie vote, the Motion will be defeated. (2.17.7)

When the question under consideration contains multiple options/issues, the Motion shall be split without requiring a separate Motion and each option/issue will be voted on separately. The Motion shall be split without debate. (2.17.8)

2.18 Corrections

A Motion containing a minor or typographic error may be corrected on the request of the mover and seconder and the correction shall be made in writing on the face of the Motion.

2.20 Amendments

The following rules shall apply to amendments to Motions:

- a. A “Motion Amendment” is a change to the question asked in the Motion;
- b. an “amendment to an amendment” is a change to the proposed Motion Amendment;
- c. only one amendment (whether a Motion Amendment or an amendment to an amendment) can be presented at a time;
- d. when an amendment has been decided upon, another may be introduced;
- e. the order of voting shall be:
 - i. an amendment to an amendment shall be voted upon;
 - ii. A Motion Amendment shall be voted upon next, and
 - iii. the Motion, as amended, shall finally be voted upon.

An amendment which is simply a rejection of the Motion will not be permitted.

2.21 Voting - Reconsideration

When a Motion has been decided, any Member who voted with the majority may move for the Motion to be reconsidered. The reconsidering of the Motion shall be called the “Motion to Reconsider”. Members who were not in the majority cannot move for a Motion to Reconsider. (2.21.1)

Before a Motion to Reconsider is heard, the Motion to Reconsider must be added to the Agenda. The Motion to Reconsider shall only be added to the Agenda upon Council’s approval. (2.21.2)

The process whereby a Motion to Reconsider is added to the Agenda is set out below:

- a. A Member who voted in the majority shall move for the Motion to Reconsider to be added to the Agenda;
- b. The Chair shall ask the Member to affirm that they voted with the majority;
- c. The Chair shall hold a vote whereby the Members shall vote on whether to allow the Motion to Reconsider to be added to the Agenda;
- d. When the Member is moving to have the Motion to Reconsider added to the Agenda of the same Meeting as that at which the Motion was originally voted on, **the majority** of Members must agree to add the Motion to Reconsider to the Agenda.
- e. Where the Member is moving to have the Motion to Reconsider added to the Agenda of a Meeting other than that at which the Motion was originally voted on, **a 2/3 majority** must agree to add the Motion to Reconsider to the Agenda.

- f. Once the Motion to Reconsider is added to an Agenda, the Motion to Reconsider follows the same process as all other Motions.
- g. No Motion shall be reconsidered more than twice in the same calendar year.
- h. A Motion to Reconsider of any decided matter shall not operate to stop or delay an action on the decided matter.
- i. Debate on a motion to add a Motion to Reconsider to the Agenda must be confined to reasons for or against reconsidering the Motion.
- j. No Committee shall reconsider any question decided by Council during the current term nor consider any other matter, which could involve a decision inconsistent with such Council decision, unless specifically authorized by Council. (2.21.3)

3. Roles and Responsibilities

3.1 Head of Council. (*Municipal Act, s.225*)

It is the role of the Head of Council to:

- a. Act as Chief Executive Officer (“CEO”) of the Municipality;
- b. Preside over Council Meetings so that its business can be carried out efficiently and effectively;
- c. Assign the seating arrangements in Council Chambers for all Members prior to the First Meeting of Council;
- d. Provide leadership to Council;
- e. Provide information and recommendations to Council with respect to the role of Council;
- f. Represent the Municipality at official functions;
- g. Uphold and promote the purposes of the Municipality;
- h. Promote public involvement in the Municipality’s activities;
- i. Act as the representative of the Municipality both within and outside the Municipality and promote the Municipality locally, nationally and internationally;
- j. Participate in and foster activities that enhance the economic, social and environmental well-being of the Municipality and its residents; and
- k. Carry out duties prescribed by the *Municipal Act*;

3.2 Chair

It is the role of the Chair to:

- a. Open Meetings by calling the Meeting to order;
- b. Address the business listed on the Agenda;
- c. Receive and have read to Council all Motions presented by Members;
- d. Put to a vote all Motions which are moved and seconded, and announce the result of a vote;
- e. Decline to put Motions to a vote which breach the Procedural By-Law or other Legislation;
- f. Enforce, on all occasions, order, polite conduct and decorum among all present at a Meeting;
- g. When, in the Chair's opinion, the words or conduct of any person, including a Member, is in contravention of the Procedural By-Law or is causing unreasonable disruption to the Meeting, rule the person out of order and require the person to cease the activity or vacate the Meeting;
- h. Provide information to Members on any matter relating to the business of the Municipality;
- i. Authenticate by signature all By-Laws, Resolutions and Minutes;
- j. Rule on any points of order raised by Members;
- k. Maintain order, and, where it is not possible to maintain order, adjourn Meetings to a time to be named by the Head of Council without any Motion being put forward; and
- l. Call for the adjournment of the Meeting when business is concluded.

3.3 Deputy Head of Council. (*Municipal Acts.242*)

In the event the Head of Council is absent from the Municipality, the Deputy Head of Council shall act in his or her absence and shall have all the rights, powers, and authority as the Head of Council. (3.3.1)

If the Deputy Head of Council is unable to act in the place and stead of the Head of Council and Quorum is present at the Meeting, the Clerk shall call the Meeting to order and another Councillor shall be appointed by Council to act as the presiding official and shall preside over the Meeting. (3.3.2)

3.4 Council. (*Municipal Act, s.224*)

It is the role of Council to:

- a. Represent the public and to consider the well-being and interests of the Municipality;
- b. Develop and evaluate the policies and programs of the Municipality;
- c. Determine which services the Municipality provides;
- d. Ensure that administrative policies, practices, and procedures and controllership policies, practices and procedures are in place to implement the decisions of council;
- e. Ensure the accountability and transparency of the operations of the Municipality, including the activities of the senior management of the Municipality;
- f. Maintain the financial integrity of the Municipality; and,
- g. Carry out duties of council prescribed by the *Municipal Act*.

3.5 Clerk. (*Municipal Act, s.228*)

It is the duty of the Clerk to:

- a. Record, without note or comment, all Resolutions, decisions and other proceedings of Council;
- b. If required by any Member present at a vote, record the name and vote of every Member voting on any matter or question;
- c. Keep the originals or copies of all By-Laws and of all minutes of the proceedings of Council;
- d. Perform other duties required under the *Municipal Act* or any other *Act*; and
- e. Prepare and circulate Council Packages to all Members.
- f. Perform any other duties as assigned by the Municipality;

The Clerk, where appropriate, may delegate, in writing, the duties of the Clerk to another person in accordance with Section 228(4) of the *Municipal Act*.

3.6 Staff. (*Municipal Act*, s. 227)

It is the duty of Staff to:

- a. Implement Council's decisions and establish administrative practices and procedures to carry out Council's decisions;
- b. Undertake research and provide advice to Council on the policies and programs of the Municipality; and,
- c. Carry out other duties required under the *Act* and other duties assigned by the Municipality.

3.7 Treasurer/Administrator (as Chief Administrative Officer. (*Municipal Act*, s. 229))

It is the duty of the Treasurer/Administrator to:

- a. Exercise general control and management of the affairs of the Municipality for the purpose of ensuring the efficient and effective operation of the Municipality; and
- b. Perform such other duties as are assigned by the Municipality.

3.8 Members of the Public.

It is the role of Members of the Public to:

- a. Attend Meetings which are open to the public;
- b. Follow the rules of order, polite conduct and decorum;
- c. Provide input and information to Council only at Meetings, or portions of Meetings specifically designed for public engagement and in a manner dictated by Council (e.g. writing, in person, electronic, etc.).

4. Meetings

4.1 First Meeting

The First Meeting of the newly elected or acclaimed Council after a regular election shall be held within the first 31 days of the term and preferably on the second Thursday in December. (4.1.1)

At the First Meeting, the Clerk or shall administer the declarations of office and oaths of allegiance, and the Code of Conduct for all Members. (4.1.2)

No business shall be conducted at the First Meeting until the declarations of office and oaths of allegiance and Code of Conduct have been administered to all Members. (4.2.3)

4.2 Regular Meetings

421 Time and Place. Regular Meetings shall be held on the second and fourth Thursdays of each month at 6:30 P.M. Regular Meetings shall be preceded, when required, by a Closed Session starting no earlier than 3:00 P.M. A report of the Closed Session will be made at the appropriate time during the Regular Meeting.

422 Election Year. Following a regular election, Council shall only meet as is deemed necessary by the Head of Council and the Clerk, until the new term of Council takes effect.

423 Summer and December. During the months of July, August and December, there shall only be one Meeting of Council will shall be held on the date and time and in such a location as is chosen by the Clerk.

4.3 Special Meetings

431 A Special Meeting is a Meeting that is called for a specific time and for a specific purpose to deal with an important matter that must be dealt with before the next Regular Meeting.

432 The Head of Council. The Head of Council may, at any time, summon a Special Meeting by providing a Notice of the Meeting to Members twenty-four (24) hours before the Meeting.

433 Upon receipt of a petition from the majority of Council, the Clerk may summon a Special Meeting by providing a Notice of Meeting to Members twenty-four (24) hours before the Special Meeting.

434 The only business to be dealt with at a Special Meeting is that which is listed in the Notice of the Meeting.

435 Special Meetings may be open or closed, depending on the business of the Special Meeting, as provided in the *Municipal Act*.

4.4 Emergency Meetings

4.4.1 An Emergency Meeting may be called by the Head of Council and/or the Clerk, without written notice, to deal with an Urgent Matter.

4.4.3 The Clerk will attempt to notify all Members, Treasurer/Administrator and the appropriate staff about the Urgent Meeting in the most expedient manner available and as soon as possible. The Clerk shall make a reasonable effort to advertise the Urgent Meeting to the public.

4.4.4. Only business dealing directly with the Urgent Matter shall be dealt with at the Emergency Meeting.

4.4.5 Quorum is still required at an Emergency Meeting.

4.4.6 These provisions shall apply, with necessary modifications, to Committees and Local Boards.

4.5 Closed Meetings

4.5.1 A Closed Meeting is a Meeting, or a portion of a Meeting, that is not open to the Public.

4.5.2. No Member, Officer or employee shall disclose the subject matter or deliberation of a Closed Meeting, unless expressly authorized to do so by Council or the Committee.

4.5.3 After the Closed Meeting is adjourned the Chair shall report to the public:

- a. That the Meeting has resumed open session; and,
- b. The general nature of the matters dealt with in the Closed Meeting.

4.5.4 Permissive Closed Meetings. A Meeting may be closed where the matter to be discussed is, as contemplated in Section 239(2) of the *Municipal Act*, as follows:

- a. The security of the property of the Municipality or Local Board;

- b. Personal matters about an identifiable individual, including municipal or Local Board employees;
- c. A proposed or pending acquisition or disposition of land by the Municipality or Local Board;
- d. Labour relations or employee negotiations;
- e. Litigation or potential litigation, including matters before administrative tribunals, affecting the Municipality or Local Board;
- f. Advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
- g. A matter in respect of which a council, board, committee or other body may hold a Closed Meeting under another Act;
- h. Information explicitly supplied in confidence to the Municipality or Local Board by Canada, a province or territory or a Crown agency of any of them;
- i. A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Municipality or Local Board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
- j. A trade secret or scientific, technical, commercial or financial information that belongs to the Municipality or Local Board and has monetary value or potential monetary value; or
- k. A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the Municipality or Local Board.

A Meeting may be closed if the Meeting is held for the purpose of educating or training the Members and at the Meeting no Member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council, Local Board or Committee.

4.5.5 Mandatory Closed Meeting. A Meeting must be closed if the subject matter being considered is, as detailed in Section 239(3) of the *Municipal Act*, as follows:

- a. A request under the *Municipal Freedom of Information and Protection of Privacy Act*, if the Council, Board, Commission or other body is the head of an institution for the purposes of that *Act*;

- b. An ongoing investigation respecting a Municipality, a Local Board or a municipally controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, an Ombudsman referred to in Subsection 223.13(1) of the *Municipal Act*, or the Investigator referred to in Subsection 239.2(1) of the *Municipal Act*.

A Meeting must be closed if the subject matter being considered is a harassment, complaint or investigation, pursuant to the *Occupational Health and Safety Act*.

4.6 Cancelled Meetings

461 A Meeting may be cancelled by the Head of Council, in consultation with the Treasurer/Administrator and/or Clerk, in the following instances:

- a. Quorum cannot be achieved;
- b. By Council Resolution;
- c. In the event of an unforeseen, significant event; or,
- d. The Meeting is no longer required.

462 For the purposes of section 4.6, an unforeseen, significant event includes, but is not limited to, the following:

- a. Safety concern for participants in the Meeting, including Members and Members of the Public (ex. snow storm, closing of the highway);
- b. Loss of heat/electricity or water;
- c. Clerk/deputy clerk's inability to attend;
- d. A state of emergency;
- e. The inability of a required participant to attend; and/or
- f. The Meeting becomes redundant.

463 The Clerk will attempt to notify all Members, Treasurer/Administrator and the appropriate staff about the cancelled Meeting in the most expedient manner available and as soon as possible. The Clerk shall make a reasonable effort to advertise to the public that the Meeting has been cancelled.

5. Notice of Meetings

5.1 Annual Schedule of Meetings

5.1.1 The Clerk shall, by January 31st of each calendar year, submit a schedule of the upcoming Regular Meetings for each Council year for consideration and adoption by Council.

5.1.2. The Clerk shall post on the municipal website notice of all Meetings. This posting will constitute notice to the public of the Meeting.

5.1.3 Prior to the first Meeting in January of each year, the Clerk shall post on the municipal website the schedule for all Regular Meetings for the calendar year.

5.1.4 The Clerk may amend the schedule from time to time with the direction of Council to reflect scheduling conflicts and holidays. The Clerk's amendments shall be circulated to all Members and will be posted on the municipal website as soon as possible after the amendments are made.

5.1.5 The Clerk shall give at least twenty-four (24) hours' notice to the public of all Special Meetings and Committee Meetings.

5.1.6 Where a statute or the Notice By-Law requires, notice will be published in accordance with the statute/By-Law. The notice will also be posted on the municipal website.

5.1.7 Nothing in this Procedural By-Law prevents the Clerk from using more comprehensive methods of notice or providing for a longer notice period.

5.1.8 Lack of receipt of notice or failure to comply with the notice provisions of this Procedural By-Law shall not invalidate the Meeting or any decision of Council or the Committee made at the Meeting.

6. Agenda

6.1 Agenda

6.1.1 It shall be the duty of the Clerk to prepare the Agenda of all Meetings in consultation with the Mayor and Treasurer/Administrator. Where there is a dispute about including or excluding an item from the Agenda, the Clerk's decision shall be final.

6.1.2 All Council Agendas shall be prepared by the Clerk in writing and shall be in accordance with the attached **Schedule B**.

613 The Council Meeting shall consider the items to be dealt with in accordance with the order that is set out in the Agenda unless otherwise decided by Resolution of the Members present at the Meeting.

614 Items on the Agenda, but not dealt with at the Meeting, will be placed on the next Regular Meeting Agenda under “Unfinished Business” unless set to a subsequent Meeting by Resolution of the Members present.

615 All items to be included on the Agenda will be provided to the Clerk by Members, Staff or the Public no later than eight (8) calendar days before the Meeting. Reports for a Meeting will be finalized and filed with the Clerk no later than seven (7) calendar days before the Meeting.

616 Reports to Council shall be in the standard form set out in **Schedule C**.

617 Members wishing to have a matter placed on the Agenda will provide the Clerk with their matter, the deadline for submissions being the Wednesday of the week before Council Meetings.

618 Individuals or Bodies wishing to have a matter placed on the Agenda will provide the Clerk with their matter, the deadline for submissions being the Wednesday of the week before Council Meetings.

619 The Clerk, Mayor and Treasurer/Administrator may decline to add items and/or Reports to an Agenda. Reasons to decline include, but are not limited to the following:

- a. More time is required to prepare Staff Reports for Council;
- b. The Delegation Request Form was not submitted by the deadline;
- c. The Delegation Request Form is incomplete;
- d. The subject matter of the Delegation is outside of the jurisdiction of Council;
- e. The subject matter is with respect to a matter that should be discussed in a Closed Meeting;
- f. The Meeting Agenda is already too lengthy;
- g. The subject matter is set to be discussed on another Agenda;

- h. The issue is frivolous or vexatious;
- i. The issue has been or is to be considered by the Committee of Adjustment;
- j. Council has previously considered or decided the issue and a Delegation has appeared before Council with respect to the same issue;
- k. Council previously indicated that it will not hear further from this Delegation; or
- l. The issue should be referred to the Administrative Department for action.

Council Packages will be provided to Council no later than five (5) calendar days before the Meeting.

6.2 Closed Meeting Agenda

621 In the event the Clerk receives items for a Closed Meeting Agenda, they shall be placed on the Closed Meeting Agenda and provided to Council in a separate confidential Council Package.

6.3 Adjournment

631 A Motion to adjourn does not need a seconding Member.

632 A Motion to adjourn a Meeting will be considered at any time except the following:

- a. When another Member has been recognized by the Chair and is speaking on a matter, or
- b. During the taking of a vote.

633 If a Motion to adjourn is defeated, the moving Member may not bring another Motion to adjourn until the Agenda is completed.

6.4 Curfew

Meetings shall be automatically adjourned at 10:00 p.m. unless otherwise determined by Resolution passed by a majority of the Members present.

6.5 Committees/Appointments

651 Committees and Appointments will be governed as per **Policy/Schedule D**.

6.6 Electronic Participation
6.6.1 Policy/Schedule E

6.7. Amendment

6.7.1. Any provision contained in this By-Law may be repealed, amended or varied and additions may be made to this By-Law by a majority vote, provided that no Motion for that purpose may be considered unless notice thereof has been given in accordance with the Municipality's Notice By-Law.

6.8. Mandatory Review

6.8.1 This By-Law shall have a mandatory review in one year following the date of approval.

6.9. Repeal – Enactment

6.9.1 That By-Law 17-1337 and amendments thereto be and are hereby repealed.

6.9.2 This By-Law comes into force and takes effect on the date of enactment.

Read a first and second time this ____ day of _____, 2019.

Read a third and final time and enacted and passed this ____ day of _____ 2019.

7. Schedules to the By-Law

Schedule A – Conflict of Interest

Schedule B – Agenda and Consent Agenda

Schedule C – Reports

Schedule D – List of Committees/Appointments

Schedule E – Electronic Participation

Schedule F – Delegations/Presentation

Schedule G – Audio Recording Policy

Schedules A - Conflict of Interest

THE CORPORATION OF THE MUNICIPALITY OF TEMGAMI

DECLARATION OF CONFLICT OR PECUNIARY INTEREST FORM

The declaration is to be read aloud in the meeting and then forwarded to the Clerk

I declare that I have a pecuniary interest in item(s)_____on this agenda, which is (are)

(description of the item(s) on the agenda)

Because_____
(general nature of that interest – MUST be included EXCEPT for Closed Session items)

Name of Member _____ *Date of Meeting* _____

Note: When a declaration of interest is made in closed session, for an item on the closed session agenda, the declaration, not including the general nature, shall be recorded in the minutes of the next meeting that is open to the public.

Excerpt from the Municipal Conflict of Interest Act, R.S.O. 1990, Chapter M.50

Duty of Member

When present at meeting at which matter considered

5. (1) Where a member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the council or local board at which the matter is the subject of consideration, the member,

- a) shall, prior to any consideration of the matter at the meeting, disclose the interest and the general nature thereof;
- b) shall not take part in the discussion of, or vote on any question in respect of the matter; and
- c) shall not attempt in any way whether before, during or after the meeting to influence the voting on any such question. R.S.O. 1990, c. M.50, s. 5 (1).

Where member to leave closed meeting

(2) Where the meeting referred to in subsection (1) is not open to the public, in addition to complying with the requirements of that subsection, the member shall forthwith leave the meeting or the part of the meeting during which the matter is under consideration. R.S.O. 1990, c. M.50, s. 5 (2).

When absent from meeting at which matter considered

(3) Where the interest of a member has not been disclosed as required by subsection (1) by reason of the member's absence from the meeting referred to therein, the member shall disclose the interest and otherwise comply with subsection (1) at the first meeting of the council or local board, as the case may be, attended by the member after the meeting referred to in subsection (1). R.S.O. 1990, c. M.50, s. 5 (3).


Schedules B – Agenda and Conflict Agenda

The Agenda will shall be prepared by the Clerk using the following headings:

- 1. Call to Order and Roll Call**
- 2. Adoption of the Agenda**
- 3. Declaration of Conflict of Pecuniary Interest and the General Nature thereof**
- 4. Report from Closed Sessions**
- 5. Adoption of the Minutes of previous meetings**
- 6. Business Arising from Minutes**
- 7. Delegations/Presentations**
 - 7.1 Registered Delegations – With Presentations
 - 7.2 Invited Presentations
 - 7.3 Registered Delegations – Without Presentations
 - 7.4 Unregistered Delegations
- 8. Consent Agenda Items**
 - 8.1 Staff Reports for Information
 - 8.2 Correspondence for Information
 - 8.3 Minutes of Local Boards & Committees
- 9. Staff Reports**
- 10. Council Committee Reports**
- 11. Announcements – Mayor and Council**
- 12. Correspondence**
 - 12.1 Action Correspondence
 - 12.2 Resolutions from Other Municipalities
- 13. By-Laws**
- 14. Committee Minutes**
- 15. Unfinished Business**
- 16. New Business**
- 17. Notice of Motion**
- 18. Questions from Public – Items on the Agenda**
- 19. Confirmation By-Law**
- 20. Adjournment**

Schedules C – Administrative Report Template and Memo to Council

29

 <div style="display: inline-block; vertical-align: middle; text-align: center;"> <h2 style="margin: 0;">Corporation of the Municipality of Temagami</h2> </div>		Report No.
		File No.
Subject:		
Agenda Date:		
Attachments:		

RECOMMENDATION

BACKGROUND

ANALYSIS


FINANCIAL/STAFFING IMPLICATIONS

This item has been approved in the current budget:	Yes	No	N/A
This item is within the approved budgeted amount:	Yes	No	N/

ALTERNATIVES

Prepared By: <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> <div style="display: flex; justify-content: space-between;"> Name Position </div>	Reviewed and submitted by: <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> <div style="display: flex; justify-content: space-between;"> Name Position </div>	Accepted for Council consideration by: <div style="border-bottom: 1px solid black; height: 1.2em; margin-bottom: 5px;"></div> <div style="display: flex; justify-content: space-between;"> Name Position </div>
---	---	---

Note: The Report should not exceed 2 pages in length. It should contain enough information for Council to base their decision. Additional information should be presented as required in the Attachments and referenced in the report.

	<p align="center">Corporation of the Municipality of Temagami</p> <p align="center">Memorandum to Council</p>	<p align="center">Memo No.</p>
		<p><input checked="" type="checkbox"/> Staff</p> <p><input checked="" type="checkbox"/> Committee</p>
<p>Subject:</p>		
<p>Agenda Date:</p>		
<p>Attachments:</p>		
<p><u>RECOMMENDATION</u></p> <p>This memorandum is:</p> <p><input checked="" type="checkbox"/> To be received for information</p> <p><u>INFORMATION</u></p> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>Prepared by:</p> <p align="center">Name, Position</p> </div> <div style="width: 45%;"> <p>Reviewed by:</p> <p align="center">Name, Position</p> </div> </div> <p>On behalf of:</p> <p align="center">Name of committee if applicable</p>		

Schedules D – List of Committees/Appointments

Resolution Number: 19-01
Title: A resolution of the appointment of Council Members
Date: 12/05/2018

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council of the Municipality of Temagami make the following appointments and direct Staff to prepare By-Laws for Council's consideration where required.

Dan O'Mara	Police Services Board, Nipissing DSSAB, Au Chateau & Memorandum of Understanding Committee
Cathy Dwyer	Deputy Mayor and Committee of Adjustment
Barret Leudke	CEMC-Emergency Management Committee, Memorandum of Understanding Committee and Lake Temagami Access Point Planning Group
John Harding	Memorandum of Understanding Committee and Lake Temagami Access Point Planning Group
Margaret Youngs	Cemetery Board and Temagami Family Health Team
Jamie (N.E.) Koistinen	Administrator Review Committee and Emergency Management Program Committee
John Shymko	Library Board and Parks and Recreation Event Planning Committee

CARRIED

Schedules E – Electronic Participation

The Municipal Act, under Section 238 (2), permits electronic participation. Municipalities are able to permit and provide the extent and manner of this participation.

- Members may participate electronically by phone or internet. Other forms of electronic communication may be permitted at the time by Council resolution. The Municipality shall pay costs associated with conference calling required for electronic participation. In the event there is a service interruption, the Chair may call one recess for ten (10) minutes to rectify the situation.
- Members participating through electronic means shall declare any Conflicts as may arise through notice filed with the Clerk's office.
- There is no restriction to the number of meetings that an individual Member of Council may participate through electronic means.
- Electronic participation is permitted for any Open Session of Council.
- Electronic participation is NOT permitted for any Closed Session of Council.
- Members participating in the meeting by electronic means are not included when determining quorum. Accordingly, a maximum of three Members may participate by electronic means provided that the rest of Council is present in Council Chambers. Members wishing to participate electronically shall advise the Clerk. Once three requests have been received the Clerk shall advise Council that the limit for electronic participation has been met. Requests should be received by noon on the business day preceding the meeting.
- The Chair of the meeting shall be physically present. When the Head of Council, or Chair of the Committee as the case may be, is participating electronically, the Chair for the meeting will be determined as set out in the Procedural By-Law.
- The Chair shall ensure that Members participating electronically are given the same opportunity to speak to each questions as they would have been given if present in Council Chambers.
- Members participating electronically shall be permitted to vote through verbal means.
- Members participating electronically shall have the same privileges related to 'rising on a point of order' or moving amendments verbally.

Schedules F – Delegations/Presentation

Delegations/Presentations

The general rules of conduct shall apply to all delegations and presentations received by Council

Registered Delegations – With Presentations

1. Council may hear a maximum of two registered delegations at each Regular Council Meeting. Staff may schedule delegations for later meetings with respect to this guideline.
2. Any person wishing to register as a delegation shall submit to the Clerk a written request including their name and contact information by Wednesday at 4:30 pm, eight days prior to the regular meeting at which the person wishes to be heard. This request should include the full content of the delegation. Staff will respond in the appropriate format to advise if Council will hear the presentation and outline details that may be necessary.
3. Delegations are not allowed to appear on an issue that has already been heard by Council unless there is new information.
4. Prior to a delegation being heard at Council, Staff shall prepare reports that may be necessary.
5. Those addressing Council shall confine their remarks to the business stated in their request.
6. Delegations shall limit their presentations to not more than ten (10) minutes except where delegations consisting of more than two (2) people, delegations shall be limited to two (2) speakers and limited to speaking not more than fifteen (15) minutes in total.
7. Council shall receive the delegation by resolution.
8. Council shall, as a matter of course, defer decisions arising from the delegation until the next regular session of Council.

Registered Delegations – No Presentation

1. Delegations wishing to appear before Council but without a formal presentation shall, within the time prescribed above, make a request to appear with the Clerk.
2. The request shall include the person's name and the general nature and the general nature of the topic they wish to discuss.
3. The guidelines for Delegations stated above apply.

Invited Presentations

1. Persons or groups invited by Council to make a special presentation on a specific subject shall not be constrained by the time limits set out for other delegations. Sufficient time will be allowed as required to present their information and respond to questions from Council as necessary. In consultation with the Mayor and the Treasurer/Administrator,

the Clerk shall determine whether invited presentations will count towards the maximum delegations permitted at any meeting.

2. Council may choose to receive invited presentations at a Special meeting called for that purpose or to alter the start time of the regular session based on the needs of the needs and nature of the presentation.

Unregistered Delegations

1. At regular sessions of Council, following Registered Delegations and Invited Presentations, Council shall allow a further fifteen (15) minutes (maximum) to hear unregistered delegations.
2. Unregistered Delegations shall confine their remarks to items on the current agenda adopted by Council.
3. The Minutes of the meeting shall list only the name of the presenter and the agenda topic they spoke to.
4. Each presenter shall be limited to a maximum of five (5) minutes and shall be heard in the order designated by the Chair.
5. Once the maximum of fifteen (15) minutes in total has been reached, no further unregistered delegations shall be heard.
6. Unregistered delegations shall not be permitted to address matters related to statutory public meetings or items related to hearing or tribunals that may be on the agenda. Those wishing to comment relative to a statutory public meeting will be asked to save their remarks for the appropriate time during the statutory public meeting.

Schedules G – Audio Recording Policy

1. PURPOSE

As stated in the Municipality of Temagami's Accountability and Transparency Policy: "The Council of The Corporation of the Municipality of Temagami acknowledges that it is responsible to provide good government for its stakeholders in an accountable and transparent manner ... Accountability, transparency and openness are standards of good government that enhance public trust. They are achieved through the municipality adopting measures ensuring, to the best of its ability, that all activities and services are undertaken utilizing a process that is open and accessible to its stakeholders."

A high percentage of Temagami's taxpaying population resides outside the physical land base of Temagami, making attendance at council meetings difficult for the majority, therefore Council has decided to provide audio recordings of the public sessions of Council meetings to enhance transparency and accountability by providing an additional means for its residents to be fully aware of council proceedings.

This document is to specify the policy for creating, storing, accessing and disposing of audio recordings of Council meetings.

2. SCOPE

This policy will apply to the recording of both open and closed sessions Council meetings.

3. DEFINITIONS

For the purposes of this Policy:

3.1. Council meeting – means a regular or special meeting of Council as provided for in the Procedural By-law.

3.2. Audio recording – means any recording made by any electronic device capable of recording sound. This includes but is not limited to recordings made by digital audio files and stored on a computer, or in any other format.

3.3. Official Record of a Meeting – means the written minutes of the proceedings of the meeting as prepared by the Municipal Clerk.

3.4. Transitory Record – for the purpose of this policy means a record, that has only a temporary value and is not required to meet statutory obligations, set policy, establish

guidelines or procedures, certify a transaction, become a receipt, or provide evidence of legal, financial, operational or other official decisions.

4. OFFICIAL RECORD

In accordance with the Municipal Act, 2001, minutes of meetings are to be recorded by the Clerk and approved minutes are the official record of the Municipality of Temagami meetings. The keeping of audio recordings of meetings in no way detracts or undermines the position of approved minutes as the official record of decisions and are considered to be transitory records.

5. PURPOSE OF RECORDINGS

Audio recordings of open sessions of Council meetings shall be for the primary purpose of making the recordings available to the public thorough the municipal website, and may also be used by the Clerk or designate for the purpose of reference when compiling the minutes of the meeting.

Audio recordings of Closed Session meetings of Council shall be for the primary purpose of making the recordings available to an investigator from the Ombudsman's office (or other official closed meeting investigator appointed by Council in accordance with the Municipal Act) in the event of a formal investigation of a closed meeting complaint, and may also be used by the Clerk or designate for the purpose of reference when compiling the minutes of the meeting.

6. TECHNICAL DIFFICULTIES

The inability to record any meeting due to technical difficulties with recording equipment will not prohibit the meeting from commencing or continuing.

The Municipality shall not be liable for failing to publish or produce audio recordings of any meeting where recording the meeting was not viable due to technical difficulties.

Due to the nature of technical equipment, it is not guaranteed that audio recordings will be continuous or fault-free.

7. NOTICE

Notice shall be provided to ensure that presenters and members of the public are aware that the meeting proceedings are being audio recorded and made available through the municipal website.

The wording of the notice shall be as follows:

"An audio recording of the Open Session of this meeting is being made and will be available through the Municipal Website as a public service to further enhance access to municipal government services and to continue to promote open and transparent government".

“As a visitor, your presence may be recorded and your name and address may be revealed during certain parts of the Council meeting”.

The Notice shall be displayed/expressed in the following manner:

- On the agenda for the relevant meeting of Council
- On notices posted at the entry doors to the meeting room
- On the municipal website
- On the information sheet for delegations
- Verbally to phone-in delegations

8. TERMINATION OR SUSPENSION OF RECORDING

The recording of Council meetings shall begin at the commencement of the meeting and conclude at the adjournment of the meeting. The Chair has the authority to request termination or suspension of the recording of a meeting if continuing the recording would prejudice the proceedings of the meeting. This would include:

- Public disturbance or other suspension of the meeting
- Exclusion of the public and press
- Any other reason as agreed by Council.

9. RESPONSIBILITY

9.1. Municipal Clerk and/or Designate

Shall be responsible for:

- Audio recordings of all open sessions and closed sessions of Council.
- Ensuring that closed sessions are recorded in separate files from open session recordings.
- Publishing the audio recordings of all open sessions so that they are accessible through the municipal website (by means of storage on the municipal website or a link to an outside provider such as SoundCloud) without alterations to the original recording.
- Archiving and storing the audio recordings of Council meetings electronically.
- Ensuring the confidential storage of closed session recordings

9.2. Chair

Shall be responsible for:

- Clearly announcing all business before Council
- Maintaining order as outlined within the Procedural By-law, and acknowledging each member by name prior to him or her speaking.

9.3. Members of Council

Shall be responsible for:

- Ensuring that his or her microphone at the council table is turned on any and every time he or she has the floor to speak.
- Speaking directly into his or her microphone at the council table to ensure that his or her words are recorded.
- Refraining from speaking at the same time as another member is speaking to ensure that the member who has the floor is clearly recorded.

10. STORAGE AND RETENTION

Storage of audio recordings of Council meetings will be maintained by the Municipal Clerk. Archived audio meeting files will be maintained and disposed of in accordance with the Municipal Record Retention Schedule.

11. ACCESS TO RECORDINGS

Audio recordings of Open Council meetings can be accessed through the municipal website.

Audio recordings of Closed Council meetings can be accessed by Members of Council through a request filed with the Clerk. Once requested, a time to attend the Municipal Office and listen to the session will be arranged through mutual agreement between the Member and the Clerk. Copies of Closed Council meeting recordings shall not be made.

Any costs for reproduction of audio recordings, including the cost of the medium they are recorded on and staff time involved shall be the responsibility of the requester and must be paid before an audio recording is released. These costs shall be included in the annual Municipal User Fees By-law.

Copyright to the records of council meetings made available on the Municipal website is owned by the Municipality. No part of the recorded materials posted on the Municipal website may be reproduced except in accordance with the provisions of the Copyright Act, as may be amended or replaced from time to time or without the express written permission of the Municipality.

12. POLICY REVIEW

This policy shall be reviewed a minimum of once per Council term to ensure its effectiveness.



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-203

☒ Staff
☐ Committee

Subject: Citizen Awards

Agenda Date: November 28, 2019

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-203;

AND FURTHER THAT Council direct Staff to advertise and accept nominations until December 11, 2019;

AND FURTHER THAT an Ad Hoc Committee consisting of the following Members of Council be established to meet, review the nominations, and make a decision concerning award(s) for 2019;

AND FURTHER THAT recipients be invited to the Regular Council meeting scheduled for January 9, 2020 to be recognized appropriately.

INFORMATION

Staff have received one nomination for consideration for Citizen of the Year. Presently, there has been no advertisement requesting names be submitted. To ensure all have an opportunity to nominate people for an appropriate award an nomination period should be held.

In 2014, Council established the following categories for Citizen Awards. Awards could be for an individual, couple, family, or a group of persons.

Citizen of the Year: It is recommended that one award is presented each year to a person, persons or group that has improved the quality of life for the people of Temagami in that year. It is recommended that this be kept to one award per year, to maintain the significance of the award; however, it is also recommended that there be some flexibility allowed so that in special circumstances, where a tie is clearly evident, a second award may be awarded in a given year at the discretion of Council.

Lifetime Achievement Award: It is recommended that this award is presented to a person or persons or group that has enhanced the quality of life for the people of Temagami on an ongoing basis for an extended period of time. While it may be anticipated that this award would be presented to a person or persons in their senior years, it should be recognized that a person does not necessarily have to have reached the age of 65 years (or any other set age) in order to have made a sufficiently significant positive impact on the community to be considered for a lifetime achievement award. It is recommended that this be kept to one award per year and that there may be some years where no award is presented, to maintain the significance of the award; however, it is also recommended that there be some flexibility allowed so that in special circumstances, where a tie is clearly evident, a second award may be awarded in a given year at the discretion of Council.

Posthumous Lifetime Achievement Award: There have already been some outstanding individuals in Temagami who are now deceased, having left the community a better place for them having been here. Additionally, there may be occasions in the future when an individual passes away who is deserving of a lifetime achievement award, but who had not yet been recognized for such during their lifetime. It is recommended that this is not intended to be simply a memorial for deceased individual, but to recognize someone who has left a lasting legacy of benefit to the community. It is recommended that in the first two

years of the program additional awards may be given in order to “catch up”, but that in future years, the amount be restricted in the same way as the Lifetime Achievement Award.

Since its inception, there was once Citizen of the Year awarded in 2014, three Lifetime Achievement awarded in 2014, 2015 and 2017 and two Posthumous Lifetime Achievement awarded in 2015 and 2017.

Once the nomination period has ended, Staff recommends the nominations received be considered by an Ad Hoc Committee of Council established for that purpose. The award(s) could be presented at the Regular Meeting of Council scheduled for January 9, 2020.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-206



Staff



Committee

Subject: Expressions of Interest – Ontario Affordable Housing

Agenda Date: November 28, 2019

Attachments: Sustainable Housing Initiative

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-206;

AND FURTHER THAT Council directs Staff to complete the Expression of Interest for the Sustainable Housing Initiative and submit prior to the November 30th deadline.

INFORMATION

Information was received from the Alberta Rural Development Network who is working across Canada to develop affordable housing. They are offering some free consulting work to one community deemed to be in the greatest need to complete some pre-development work.

The deadline for submissions of expressions of interest is November 30, 2019.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator

INTERESTED IN
BUILDING
AFFORDABLE
HOUSING?

BUILDING C

BUILDING

BUILDING A



**SUSTAINABLE
HOUSING
INITIATIVE**

Page 116 of 137

SUSTAINABLE HOUSING INITIATIVE EXPRESSION OF INTEREST

If your community is interested in building **financially sustainable, suitable, and affordable housing** for seniors, youth, low-income individuals, and/or families - we would love to hear from you.

SHI will be selecting **one community** to complete some of its **pre-development work at no charge** and provide **free consultation time** to the individuals who complete the EOI.



Zain Abedin,
Director,
Community Development
zaina@ardn.ca
780-893-3457

**Scan the QR code for the complete Expression of Interest form or visit our website at:*



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-208

☒ Staff
☐ Committee

Subject: Treasurer Administrator Report

Agenda Date: November 28, 2019

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-208, report from Treasurer/Administrator, for Information.

INFORMATION

As this is the second meeting in November there are not reports from other departments which typically run month to month.

Ambulance Building

We prioritized items in the report on the Ambulance Building. Included in the report was a concern on some structural areas and a concern regarding fire separation between the garage and the rest of the building. In the interest of time, we contacted the writer of the original report and asked for a review of the areas of structural concern and plan development for the fire separation. This inspection has been completed and we are waiting for the documentation to be received.

Service Delivery Review

As noted at our last meeting, the Province has a grant program designed to fund service delivery reviews. Expressions of Interest are being received until December 6th. In speaking with our Ministry Advisor, we can submit an Expression of Interest prior to engaging a consultant for this process.

The present plan is to complete the Expression of Interest and then request proposals which would close in January. The proposal call will include wording that this project is possibly funded.

Green Fund

Prior to this meeting, we will be participating in a webinar about how to apply for these funds. We are working with OCWA to ensure we are applying for the most pressing and costly need in our water and wastewater systems. A further report on this will be included in the meeting of December 19th and then the application will be completed prior to the deadline in January 2020.

The further report will compare and contrast needs associated with our lagoon in Temagami North and the results of the water tower assessments which will be in our hands shortly.

Postage

At the special meeting of Council on November 14, Staff was asked how much postage would be to mail the encroachment by-law to each ratepayer. If a letter was sent requiring normal postage the cost would be approximately \$1,200 plus HST based on postage use during tax billing. If a letter and the draft by-law was sent then this cost becomes \$2,600 plus HST based on the additional postage required due to the size of the mailing.

The recommendation remains to wait until the meeting of December 19th when the comments received will be available for review. At this meeting we will also include how we tried to get the message out. At that point, Council can determine if there was a sufficient cross section of our municipality to move forward or if a further delay to ensure a broader distribution, perhaps with the February tax billing, occurs prior to Council considering the by-law further.

FEDNOR and NOHFC

The Municipality hosted a day where representatives from FEDNOR and NOHFC were at the office and met with different individuals from our business community. This day was coordinated by Sabrina Pandolfo and seemed to be well received. Participants were provided an opportunity to discuss future plans or present concerns and next steps were provided.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-204

☒ **Staff**
☐ **Committee**

Subject: Resolution from the Municipality of Larder Lake

Agenda Date: **November 28, 2019**

Attachments: Correspondence

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-204;

AND FURTHER THAT Council receive and file.

INFORMATION

Correspondence has been received from the Municipality of Larder Lake regarding the Community Safety and Correctional Services to reconsider the “one size fits all” requirement of the Safer Ontario Act and implement changes that would allow for a scalable model for Community Safety and Well-Being Plans.

Respectfully Submitted:
Suzie Fournier
Municipal Clerk

Report to Municipal Council



Meeting Date: November 12, 2019	Report Date: October 17, 2019
<input checked="" type="checkbox"/> Decision Requested <input type="checkbox"/> Input required <input type="checkbox"/> Information Only	Type of Meeting: Regular Council Meeting

Report Title:

Background:

New legislative amendments outlined under Part XI, Section 143 of the current Police Services Act (1990) mandates every municipal council to prepare and adopt a community safety and well-being plan (CSWB). This new legislative requirement for CSWB planning came into force on January 1, 2019, and municipalities have two years from this date to prepare and adopt a plan. (deadline January 1, 2021)

Staff attended a 2-hour session on the subject matter at the fall Zone 8 meeting in Hearst.

Discussion:

Municipalities have the discretion and flexibility to develop joint plans with surrounding municipalities or First Nation communities.

Additional legislative requirements related to CSWB planning include:

- Establishing a multi-sectoral advisory committee, including representatives from, but not limited to:
 - LHINs or health/mental health services;
 - Educational services;
 - Community/social services (if there is such an entity);
 - Community/social services to children or youth (if there is such an entity);
 - Custodial services to children or youth (if there is such an entity);
 - Municipal council member or municipal employee;
 - The police service board or detachment commander (or delegate);
 - The chief of police of a police service that provides policing in the area (or delegate)

Member agencies/organizations recruited to the advisory committee should be reflective of the diverse make-up of the community and should have:

- Knowledge/information about the risks and vulnerable populations in the community;
- Lived experience with risk factors or part of a vulnerable group in the community;
- Understanding of protective factors needed to address those risks;
- Experience developing effective partnerships in the community;
- Experience with ensuring equity, inclusion and accessibility in their initiatives;
- A proven track record advocating for the interests of vulnerable populations.

Individual members will ideally have the authority to make decisions on behalf of their respective agencies/organizations regarding resources and priorities, or will be empowered to do so for the purposes of the plan.

- Conducting consultations with the advisory committee, members of the public, including youth, members of racialized groups and of First Nations, Metis and Inuit communities, as well as community organizations that represent these groups.
- Contents of the plan:
 - Identifying priority risk factors (e.g. without limitation, systemic discrimination and other social factors that contribute to crime, victimization, addiction, drug overdose and suicide);
 - Identifying strategies to reduce the prioritized risk factors (e.g. new services, changing/coordination existing services);
 - Setting measurable outcomes

The top 5 Risk categories are;

- Mental Health
- Drugs
- Criminal Involvement
- Antisocial/negative behaviors
- Housing

The District of Timiskaming Social Services Administration Board's mandate is to support the development of healthy and self-sufficient communities through the innovative and responsive delivery of Children's Services, Social Housing, Emergency Medical Services and Social Assistance. The Municipality of the Corporation of the Township of Johnson carried the following Resolution at their August 28th, 2019 Regular Council Meeting.

[Resolution Township of Johnson - Community Safety and Well Being Plan \(002\).pdf](#)

Requesting that the DTSSAB be approached to assume the lead role on developing a Community Safety and Well-Being Plan.

The steadily increasing regulations and reporting requirements to the province create financial constraints to small municipality that are without the proper resources. Time and resources are the biggest drawbacks for municipalities when they are complying with reporting. It takes staff away from working on service delivery and improving municipal business. AMCTO has produced an article regarding the reporting burdens please see link below.

[AMCTO Bearing the burden report](#)

Financial consideration:

Unknown at this time.

Conclusion / Recommendation / Motion:

WHEREAS the Police Services Act was amended on January 1, 2019 mandating all communities in Ontario to adopt a Community Safety and Well-Being Plan by January 1, 2021;

WHEREAS and AMCTO report entitled; “Bearing the Burden” identified the significant reporting burden that has been placed on municipal government;

WHEREAS, in 2018, the Honorable Steve Clark, Minister of Municipal Affairs and Housing stated that the Province understood the burden that reporting takes on municipalities and would develop and put in place a plan to reduce that burden;

WHEREAS municipalities have not seen much, if any movement on reducing the reporting burden;

WHEREAS the requirement for implementing and maintaining Community Safety and Well-Being Plans increases the workload and reporting burden for all municipalities;

WHEREAS small municipalities across the Province carry an ever-increasing burden of reporting requirements, lack of staff, loss of property assessment, increasing infrastructure deficits and a host of other maladies;

WHEREAS the funding that could assist municipalities in addressing the new requirements in preparing and adopting Community Safety and Well-Being Plans was given to the Ontario Provincial Police;

WHEREAS the Ministry of the Solicitor General in partnership with the Canadian Municipal Network on Crime Prevention has developed a three-part course at a cost of \$225 which will require additional travel to a centralized location thereby increasing costs for municipalities;

WHEREAS the Province of Ontario continues to rely on local tax dollars for an increasing number of provincially mandated programs;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Larder Lake asks the Ministry of Community Safety and Correctional Services to reconsider the “one size fits all” requirement of the Safer Ontario Act and implement changes that would allow for a scalable model for Community Safety and Well-Being Plans;

BE IT FURTHER RESOLVED, specifically with respect to the Timiskaming District municipalities, The District of Timiskaming Social Services Administration Board be approached to assume the lead role in developing a Community Safety and Well- Being Plan;

BE IT FUTHER RESOLVED THAT an appropriate level of funding be provided to assume the task of developing and maintaining Community Safety and Well-Being Plans;

BE IT FURTHER RESOLVED THAT a copy of this resolution be forwarded to the Ministry of Community Safety and Correctional Services, The Solicitor General, FONOM, AMO, ROMA, MPP John Vanthof, as well as Municipalities that are a part of the TDSSAB for further consideration and support.

Prepared by: *Crystal Labbe*, Finance/Payroll Clerk

Approved by: *Julie Bouthillette*, CAO



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-205

☒ **Staff**
☐ **Committee**

Subject:	Resolution from the Municipality of Prescott
Agenda Date:	November 28, 2019
Attachments:	Correspondence

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-205;

AND FURTHER THAT Council supports the resolutions passed by the Council of the Municipality of Prescott in their motion to have Provincial consultation on the transformation of Building Services in Ontario.

INFORMATION

Correspondence has been received from the Municipality of Prescott regarding the Provincial Consultation on the Transformation of Building Services in Ontario resolution.

The resolution requests that the Province of Ontario work with the current building sector groups that have been working to support the Ministry of Municipal Affairs and Housing for the past fifteen years, to provide evidence based justification to municipalities that the creation of a new Delegated Administrative Authority is necessary prior to any legislative changes to the Building Code Act, with regard to building service delivery, are introduced in the Legislature.

Respectfully Submitted:
Suzie Fournier
Municipal Clerk



Regular Council

October 28, 2019

Moved by: _____ - 2019

Item 11.2

Seconded by:

WHEREAS, the Province of Ontario has legislated in the *Building Code Act* that “the council of each municipality is responsible for the enforcement of this Act in the municipality” and “the council of each municipality shall appoint a chief building official and such inspectors as are necessary for the enforcement of this Act in the areas in which the municipality has jurisdiction”,

AND WHEREAS, “the council of a municipality may pass by-laws applicable to the matters for which and in the area in which the municipality has jurisdiction for the enforcement of this Act”,

AND WHEREAS, the Province has asked local governments to find efficient and cost effective ways to deliver municipal services is now asking municipalities to collect a tax on their behalf to create a new Delegated Administrative Authority to deliver services that have historically been the responsibility of the Ontario Government,

AND WHEREAS, Premier Ford stated in his keynote address at the Association of Ontario Municipalities 2019 Conference, that “we can’t continue throwing money at the problem (broken systems) as our predecessors did, into top-down, big government schemes. That is neither compassionate nor sustainable”,

AND WHEREAS, alternative methods of building administration and enforcement have been proposed in this consultation that remove municipal authority but not the associated liability,

THEREFORE LET IT BE RESOLVED that the The Municipality of Prescott requests that, the Province of Ontario work with the current building sector groups that, for the past fifteen years, have been working to support the Ministry of Municipal Affairs and Housing, and provide evidence based justification to municipalities that the creation of a

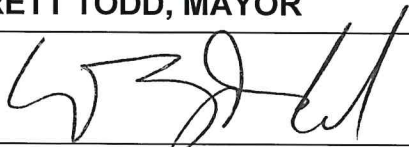


new Delegated Administrative Authority is necessary prior to any legislative changes to the *Building Code Act*, with regard to building service delivery, are introduced in the Legislature.

Be it further resolved that a copy of this motion be sent to The Honourable Doug Ford, Premier of Ontario, The Honourable Steve Clark, Minister of Municipal Affairs and Housing, The Honourable Jim McDonnell, Parliamentary Assistant for Municipal Affairs and Housing.

Be it further resolved that a copy of this motion be sent to the Associations of Municipalities of Ontario (AMO) and all Ontario Municipalities for their consideration.

		REQUESTED BY:	
		RECORDED VOTE	YES NO
		Councillor Leanne Burton	
		Councillor Teresa Jansman	
		Councillor Lee McConnell	
CARRIED:		Councillor Mike Ostrander	
TABLED:		Councillor Gauri Shankar	
DEFEATED:		Mayor Brett Todd	
RECORDED VOTE:		Councillor Ray Young	

BRETT TODD, MAYOR	ACTING CLERK
	

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 19-1488

Being a By-law to amend By-law 11-1020, a by-law to govern the proceedings of the Committee of Adjustment Members, in accordance with Section 44 & 45 of the Planning Act, R.S.O. Chapter P.13, as amended.

WHEREAS By-law 11-1020, being a by-law to govern the proceedings of the Committee of Adjustment members for the Municipality of Temagami, was passed on the 11th day of August, 2011 in accordance with Sections 44 and 45 of the Planning Act R.S.O., Chapter 13, as amended;

AND WHEREAS Section 44 of the Planning Act, R.S.O. 1990 c. P.13 as amended permits municipal councils by bylaw to constitute and appoint a Committee of Adjustment for the municipality composed of such persons, not fewer than three;

AND WHEREAS the Council of the Corporation of the Municipality of Temagami deems it necessary to amend s.4(a) of the Committee of Adjustment by-law, to include up to a maximum of three members of Council.

NOW THEREFORE the Corporation of the Municipality of Temagami enacts the following as follows:

1. S. 4(a) of By-law 11-1020 read: “ Representatives from Council – one Councillor” will read as amended: “Representatives from Council – up to three Councillors”
2. That By-law No. 11-1020, being a By-law is hereby amended.
3. THAT the Clerk of the Municipality is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the By-Law. After the passage of the By-law where such modifications and corrections do not alter the intent of this By-law.

READ A FIRST TIME THIS 28th day of November 2019.

READ A SECOND, THIRD TIME, and finally passed this 28th day of November, 2019

Mayor

Clerk

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 19-1489

Being a By-law to repeal and replace By-law 19-1444, a by-law to appoint Committee of Adjustment Members, in accordance with Section 44 & 45 of the Planning Act, R.S.O. Chapter P.13, as amended.

WHEREAS By-law 19-1444, being a by-law to Committee of Adjustment members for the Municipality of Temagami, was passed on the 28th day of February, 2019 in accordance with Sections 44 and 45 of the Planning Act R.S.O., Chapter 13, as amended;

AND WHEREAS Section 44 of the Planning Act, R.S.O. 1990 c. P.13 as amended permits municipal councils by bylaw to constitute and appoint a Committee of Adjustment for the municipality composed of such persons, not fewer than three;

AND WHEREAS the Council of the Corporation of the Municipality of Temagami deems it necessary to appoint members to the Committee of Adjustment with a term consistent with the term of Council;

NOW THEREFORE the Corporation of the Municipality of Temagami enacts the following as follows:

Appointments shall include:

1. Chair, Councillor Cathy Dwyer, appointed by resolution of the Committee as per s.44 (7) of the *Planning Act*.
2. Member, Councillor Barret Leudke
3. Member, Nicole Brooker
4. Member, Gary Cline,
5. Member, Bruce Rice
6. Member, Barry Graham
7. That By-law No. 19-1444, being a By-law to appoint Committee of Adjustment members is hereby repealed.
8. THAT the Clerk of the Municipality is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the By-Law. After the passage of the By-law where such modifications and corrections do not alter the intent of this By-law.

READ A FIRST TIME THIS 28th day of November 2019.

READ A SECOND, THIRD TIME, and finally passed this 28th day of November, 2019

Mayor

Clerk



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No
2019-M-189

☒ Staff

Subject: Engineering Services RFP

Agenda Date: November 7, 2019

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-189, Engineering Services RFP;

AND FURTHER THAT Council directs Staff to work with J.L. Richards to develop an agreement for the provision of Engineering Services for Council's consideration.

INFORMATION

Request for Proposals for Municipal Engineering Services was issued. The deadline for submissions was extended to October 30, 2019. After the deadline passed, submissions were reviewed and scored on the basis of the evaluation criteria as follows:

Engineering RFP Evaluation						
Firm	J.L.Richards	Green PI	Tatham	GGG	Tulloch	EXP
Past Ability	8	7	8	8	8	7
Stability and Reputation	19	15	17	19	19	17
Qualification and Experience	20	15	20	20	20	20
Understanding	10	8	10	9	9	9
Fee schedule	34	40	28	34	34	36
Total	91	85	83	90	90	89
Note: Green PI has the lowest rates but their proposal seems to cover only building matters J.L Richards, Greer Galloway and Tulloch have similar fees overall						

Based on this, Staff is recommending that J.L. Richards be contacted with the intention of developing an agreement for the provision of Engineering Services.

Respectfully Submitted By:

Craig Davidson
Treasurer / Administrator



Corporation of the Municipality of Temagami

Memo No
2019-M-190

Memorandum to Council

☒ Staff

Subject: Planning Consultant RFP

Agenda Date: November 7, 2019

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-190, Planning Consultant RFP;

AND FURTHER THAT Council directs Staff to work with J.L. Richards to develop an agreement for the provision of Consulting Planning Services for Council's consideration.

INFORMATION

Request for Proposals for a Planning Consultant was issued. The deadline for submissions was extended to October 30, 2019. After the deadline passed, submissions were reviewed and scored on the basis of the evaluation criteria as follows:

Planning RFP Evaluation				
Firm	J.L.Richards	Planscape	Tulloch	MHBC
Past Ability	7	7	7	9
Stability and Reputation	19	15	17	16
Qualification and Experience	20	15	20	20
Understanding	10	7	10	10
Fee schedule	38	28	34	36
Total	94	72	88	91
<p>Note:</p> <p>Most firms provided flat fees for certain planning work. MHBC did not Of those, JL Richards was the lowest</p> <p>JL Richards is slightly higher in some areas on a per hour basis but this is offset with the flat rate on planning processes.</p>				

Based on this, Staff is recommending that J.L. Richards be contacted with the intention of developing an agreement for the provision of Consulting Planning Services.

Respectfully Submitted By:

Craig Davidson
Treasurer / Administrator



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-166

☒ Staff
☐ Committee

Subject: Donations – Cash and In Kind

Agenda Date: October 17, 2019

Attachments: Summary of donations

RECOMMENDATION

BE IT RESOLVED THAT Council receive the summary of donations made to September 30, 2019 as information.

INFORMATION

Attached to this report is the summary of cash and in kind donations that have been made to September 30, 2019. Included in the report are donations and items paid resulting from life events with Staff (long service, retirement, bereavement etc.).

From the report you can see that, at present, our donations in kind are almost equal to the cash that has been contributed. We have also noted some further work that needs to be completed from a structural perspective as it was discovered that we have some equipment where no rental rate appeared in our By-Laws but are used when setting up for certain events. As well, we will be recommending changes to our rental forms to ensure we have more complete information on what services are being requested whether the rental is being donated or paid for. We have had a couple of instances where what was requested did not match to what was used.

Not included in this report are items related to Shiverfest or Canada Day, which are municipal events recorded in the general ledger and included in the variance report.

Between now and the end of the year, apart from Staff Recognition, the following events normally occur. Some are hosted by the Municipality and others by Community Groups where we have made either cash donations or donations in kind in the past. These events are the Wild Game Dinner, the Lions Senior's Dinner, Temagami Fire Department's Breakfast with Santa, the Santa Train, the Christmas Parade, the Community Market Bazaar, the possibly Christmas in the in the Country.

In 2019 we have not recorded the donations in kind as we have only just started tracking these. Moving forward, Staff intend to budget and record the revenue and expense for these in kind contributions to ensure there is a more clear picture of the costs and revenue of our various contributions and service offering.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-207



Staff



Committee

Subject: Budget Guideline 2020

Agenda Date: November 28, 2019

Attachments: Budget Guideline pdf

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-207;

AND FURTHER THAT Council directs Staff to use the guideline as presented containing a maximum increase for taxation revenue and COLA adjustments of 2%.

INFORMATION

A document containing budget assumptions is attached to and forms part of this report.

Presently, the CPI, or rate of inflation, is 1.9% based on the latest information from Statistics Canada. Staff is recommending a maximum increase of 2% although, if possible, will work to have the tax levy increase be consistent with the stated CPI.

For 2020, Staff will need to develop a means to update condition assessments, especially for our linear assets. While, in some cases, this will require testing, there are other areas, most notably roads, where visual inspections of roadways and roadsides can be used to update the conditions contained in our plans.

We have some outstanding grant applications, and others where applications are being prepared but they are not yet due. While lately the time to finish grant projects seems to spread over a number of years, Staff will work to ensure municipal resources are included in the budget for completion of the grants as appropriate.

Most areas of our budget will still be historically costed. It is anticipated that early in 2020 (first half) the Service Deliver reviews will commence (whether funded or not) and will inform future budgets. As well, as we get closer to 2020, we should be receiving a draft and then a finalized strategic plan which will also inform future budgets.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator

DRAFT 2020 Municipal Budget Guidelines

	2020
	<u>POLICY</u>
1.	Capital contribution of \$610,000 from levy
2.	As the condition rating in our Asset Management Plan is dated, the Asset Management Plan will be used as a guide for Capital items as well as information from other sources, such as OCWA and less formalized condition ratings. Projects not funded in the previous year will be funded this year. A systematic approach to ensure condition ratings remain current will be developed.
3.	Each capital project will also list the grants being applied for and budget submissions must make it clear where the corresponding decrease in expenditures will be if the Municipality fails to receive an expected grant.
4.	Target a 2.0% levy increase to include the capital commitment of \$610K.
5.	Positions hired to fill vacancies and enhance facilities/recreation programming abilities
6.	Opportunities for new or expanded sources of revenue, along with the related program costs, shall be included in budget submissions for Council consideration, as much as possible. User Charges will be updated from 2016 and reviewed to ensure costs are recovered where possible.
	<u>PROCESS</u>
1.	All salary and wage calculations will be done by the Treasurer/Administrator. 2020 COLA in line with CPI presented for Council consideration.
2.	All area charge calculations (i.e. water/sewer, garbage, etc.) will be done by the Treasurer/Administrator. Where multiple services are received by one property, these will be reviewed to ensure accuracy.
3.	The Treasurer/Administrator and Department Managers to ensure guidelines are met prior to draft budget being presented with any areas of concern highlighted for Council consideration and direction.
4.	All local Boards (including the library and police services board) will be subject to the same guidelines in preparing their budget submissions.
5.	Program areas should analyze the previous year's expenditures, prior to asking for any inflationary growth.
6.	All programs are to be frugal with year-end spending. Year-end surpluses will be transferred to reserve for future year obligations.
	<u>SCHEDULE</u>
1.	November 2019 - Initial Council meeting to adopt Budget Guidelines
2.	January 31, 2020 - Department Capital Submissions to Treasurer/Administrator.
3.	February 29, 2020 - Initial Department Operating Submissions to Treasurer/Administrator.
4.	March 2020 - Initial Draft budget to second Council meeting of the month
5.	March, 2020 - Town Hall to present budget to Public.
6.	April 2020 - Budget approved by Council
7.	The By-laws to be adopted at a Council meeting prior to July 2020.
	<u>ASSUMPTIONS</u>
	<u>Capital</u>

1.	Use prior year data (updated where necessary) for multi-year projects
2.	Enhancement to Asset Management Plan through AMP 2.0 and augmented with additional dollars from 2019
3.	Establish a debt tolerance policy and annual amount to be either paid towards capital debt or set aside in reserve for future capital borrowing
4.	Public Works Complex reserve contribution of \$50K
5.	Sewer - Temagami North project is priority although in a holding pattern until we receive word from the MECP. Water - Rehabilitation for the water towers, especially in the South, are priorities. Other areas priorities will be solidified as grant decisions are made by funders but the budget will reflect projects applied for.
6.	Use the current Asset Management Plan as a guide to prioritize new projects while working on updating the Plan
	<u>Operations</u>
1.	User fees for water, sewer and garbage operating will strive to be revenue neutral
2.	Tax ratios stay constant (revenue neutral) with adjustment where required for ratios outside the range of fairness.
3.	Local boards are expected to follow budget guidelines
4.	No presumptions to be made of outcomes of organization review before it is completed.
5.	Applications for summer and other programming will be made wherever possible.
6.	Acknowledge the need for the expertise of consultants (Landfills, Engineering, Vision, Affordable Housing for Seniors Project) and budget accordingly.
7.	Program pressures will likely include: Insurance, equipment maintainance, landfills, OCWA.
8.	Amounts for staff training should be maintained or increased.



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-209

☒ Staff
☐ Committee

Subject: Service Delivery – Winter Maintenance

Agenda Date: November 28, 2019

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2019-M-209, Service Delivery, Winter Maintenance;

AND FURTHER THAT Council authorize Staff to order an appropriate replacement vehicle for the present F250 with a 2020 delivery date.

INFORMATION

The present Winter Control Plan has been circulated in advance of a review of this service. Previous direction from Council was to review this plan prior to replacing any equipment used in winter maintenance activities.

With the recent funding announcement for service delivery reviews, and the pending expression of interest and other related steps, it may be prudent to wait and review this service with our other services.

In the meantime, our F250 is in significant need for replacement. Earlier this year, complete with a plow package, the estimate for this replacement was \$65,000. Depending on prices, it may be prudent to replace this with a one ton which would have better efficiencies with plowing and being proactive in addressing our future equipment needs.

Presently, if a truck is ordered, the expected arrival date will be in 2020 so this would be an item that would need to be included in the 2020 budget, if approved.

Respectfully Submitted:
Craig Davidson
Treasurer/Administrator

THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

BY-LAW NO. 19-1490

Being a By-Law to confirm the proceedings of Council of the Corporation of the Municipality of Temagami

WHEREAS pursuant to Section 5(1) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, the powers of a municipality shall be exercised by its Council; and

WHEREAS pursuant to Section 5(3) of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, a municipal power, including a municipality's capacity rights, powers and privileges under Section 8 of the Municipal Act, 2001, S.O. 2001, c. 25 as amended, shall be exercised by By-Law unless the municipality is specifically authorized to do otherwise; and

WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Municipality of Temagami at this Session be confirmed and adopted by By-Law.

NOW THEREFORE the Council of the Corporation of the Municipality of Temagami hereby enacts as follows:

1. **THAT** the actions of the Council of The Corporation of the Municipality of Temagami in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council of the Corporation of the Municipality of Temagami, documents and transactions entered into during the November 28, 2019 Regular meeting of Council are hereby adopted and confirmed, as if the same were expressly embodied in this By-Law.
2. **THAT** the Mayor and proper officials of The Corporation of the Municipality of Temagami are hereby authorized and directed to do all the things necessary to give effect to the action of the Council of The Corporation of the Municipality of Temagami during the said meetings referred to in paragraph 1 of this By-Law.
3. **THAT** the Mayor and the Treasurer/Administrator or Clerk are hereby authorized and directed to execute all documents necessary to the action taken by this Council as described in Section 1 of this By-Law and to affix the Corporate Seal of The Corporation of the Municipality of Temagami to all documents referred to in said paragraph 1.

Read a first, second and third time and finally passed this 28th day of November, 2019.

Mayor

Clerk