



**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI  
REGULAR COUNCIL MEETING  
AGENDA**

**Thursday, July 16, 2020, 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.

	<b>Pages</b>
<b>1. <u>CALL TO ORDER AND ROLL CALL</u></b>	
<b>2. <u>ADOPTION OF THE AGENDA</u></b>	
Draft Motion: BE IT RESOLVED THAT the Regular Council Agenda dated July 16, 2020 be adopted as presented/amended.	
<b>3. <u>DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF</u></b>	
<b>4. <u>REPORT FROM CLOSED SESSIONS</u></b>	
<b>5. <u>ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS</u></b>	
<b>5.1 DRAFT Regular Council Meeting - June 25, 2020</b>	<b>1</b>
Draft Motion: BE IT RESOLVED THAT the Minutes of the Regular Council Meeting held on June 25, 2020 be adopted as presented/amended.	
<b>5.2 DRAFT Special Council Meeting - June 29, 2020</b>	<b>9</b>
Draft Motion: BE IT RESOLVED THAT the Minutes of the Special Council Meeting held on June 29, 2020 be adopted as presented/amended.	
<b>6. <u>BUSINESS ARISING FROM THE MINUTES</u></b>	
<b>7. <u>DELEGATIONS/PRESENTATIONS</u></b>	
<b>7.1 Registered Delegations - With Presentations</b>	
<b>7.2 Invited Presentations</b>	
<b>7.3 Registered Delegations - Without Presentations</b>	
<b>7.4 Unregistered Delegations</b>	
<i>* 5 minutes per each presenter for a Maximum of 15 Minutes in total for all unregistered presentations*</i>	
<b>8. <u>CONSENT AGENDA ITEMS</u></b>	
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 8.2.5 on this agenda be received by Council for information and be noted, filed, and recorded in the minutes of this meeting;

1. **Temagami Service Review - SurveyMonkey**  
visit: [www.temagami.ca SurveyMonkey](http://www.temagami.ca/SurveyMonkey)
2. **Be FireSmart - protect your property from Wildland Fires**  
visit: <https://www.ontario.ca/page/firesmart>
3. **Be Bear Wise - Tips and Tools**  
visit: <https://www.ontario.ca/page/prevent-bear-encounters-bear-wise>
4. **Ministry of Municipal Affairs and Housing** 12  
RE: Letter from the Minister Steve Clerk
5. **Ministry of Government and Consumer Services** 15  
RE: Letter from Jeffrey W. Lem, Director of Titles for the Province of Ontario

**8.3 Minutes of Local Boards & Committee:**

Draft Motion:

BE IT RESOLVED THAT Council receive Minutes of Local Board and Committee Meetings for Information.

1. **Au Château Board Minutes - May 2020**

**9. STAFF REPORTS**

- 9.1 **Temagami Fire Department Report - May 2020** 17  
Draft Motion:  
BE IT RESOLVED THAT Council receive the monthly report from Temagami Fire Department for information.
- 9.2 **Marten River Fire Department Report - May and June 2020** 18  
Draft Motion:  
BE IT RESOLVED THAT Council receive the monthly reports from Marten River Fire Department for information.
- 9.3 **Memo 2020-M-086 Treasurer/Administrator Report** 23  
Draft Motion:  
BE IT RESOLVED THAT Council receive the report from the Treasurer/Administrator dated July 16, 2020.
- 9.4 **Memo 2020-M-075 OCWA Capital List** 24  
Draft Motion:  
BE IT RESOLVED THAT Council reply to OCWA's capital letter noting that the second treatment train at the south water plant is beyond the means of the municipality and highlight the projects included in this year's budget;

AND FURTHER THAT Staff be directed to provide approvals as appropriate for the smaller amount items;

AND FURTHER THAT Staff be directed to proceed with the work necessary to bring a more wholesome report for Council's considerations regarding the acquisition of debt for the UV Filtration System, repairs to the water towers and other higher value items.

**9.5 Memo 2020-M-076 One Investment Funds** 31

Draft Motion:

BE IT RESOLVED THAT Council direct Staff to amend the Municipal Investment Policy (1.3.11) by adding ONE Investment's portfolios as an allowable investment option, as the securities held in the ONE Portfolios consist exclusively of highly-rates diversified investment instruments that are guaranteed to be eligible investments as defined in O.Reg 438/97, as amended, under the Municipal Act.

**9.6 Memo 2020-M-077 By-law to Permit Off-Road Vehicles on Municipal Land** 37

Draft Motion:

BE IT RESOLVED THAT Council receive Memo 2020-M-077; By-law to Permit Off-Road Vehicles on Municipal Land.

**9.7 Memo 2020-M-078 Freedom of Information Procedure** 41

Draft Motion:

BE IT RESOLVED THAT Council approve the procedures for handling requests made for information made under the Municipal Freedom of Information and Protection of Privacy Act as presented by Staff;

AND FURTHER THAT these procedures be implemented directly.

**9.8 Memo 2020-M-079 Photography Project - Gerry Gooderham** 43

Draft Motion:

WHEREAS: past Council had approved 5 portraits to be taken and framed of past Chairs, Reeves and Mayors;

AND WHEREAS Council has received a request from Gerry Gooderham for financial assistance to complete the project;

NOW THEREFORE BE IT RESOLVED THAT Council approve the additional portraits to be completed at a cost of \$200.00 per portrait;

AND FURTHER THAT every effort be made to find a way to include any Heads of Council that have since passed.

**9.9 Memo 2020-M-085 Temagami Elders Project - Gerry Gooderham** 46

Draft Motion:

WHEREAS: The Municipality has received correspondence from Gerry Gooderham requesting support to continue with the Temagami Elders Portrait Project;

AND WHEREAS: The Temagami Community Foundation would require a qualified donee for Gerry Gooderham to apply for a grant program;

NOW THEREFORE BE IT RESOLVED THAT Council approve to act as a qualified donee on Gerry Gooderham's Temagami Elders Portrait project.

**9.10 Memo 2020-M-080 MOU Committee Membership** 50

Draft Motion:

	BE IT RESOLVED THAT Council appoint Deputy Mayor Dwyer to the MOU Committee.	
9.11	<b>Memo 2020-M-081 Installation of Needle Disposal Containers</b> Draft Motion: BE IT RESOLVED That Council directs Staff to develop a Bio-Hazard Policy.	51
10.	<b><u>COUNCIL COMMITTEE REPORTS</u></b>	
11.	<b><u>ANNOUNCEMENTS - MAYOR AND COUNCIL</u></b>	
11.1	<b>Online 2020 Canada Day</b>	53
12.	<b><u>CORRESPONDENCE</u></b>	
12.1	<b>Action Correspondence</b>	
12.2	<b>Resolution from Other Municipalities</b>	
1.	<b>Memo 2020-M-082 Resolution from the Municipality of Mississippi Mills</b> RE: Broadband Internet  Draft Motion: BE IT RESOLVED THAT Council receive Memo No. 2019-M-082;  AND FURTHER THAT Council supports resolution no. 246-20 dated June 19, 2020 passed by the Council of the Municipality of Mississippi Mills regarding the need to make substantial investments in high-speed internet connectivity in rural areas of Ontario.	55
2.	<b>Memo 2020-M-083 Resolution from the City of Sarnia</b> RE: Long Term Home Improvements  Draft Motion: BE IT RESOLVED THAT Council receive Memo No. 2019-M-083;  AND FURTHER THAT Council supports resolution dated June 22, 2020 passed by the Council of the Sarnia City regarding Long Term Care Homes in Ontario.	58
3.	<b>Memo 2020-M-084 Resolution of the Municipality of North Bay</b> RE: Federation of Canadian Municipalities (FCM) request  Draft Motion: AND FURTHER THAT Council supports resolution no.2020-200(a) & (b) dated June 30, 2020 passed by the Council of the Corporation of the City of North Bay regarding the Federation of Canadian Municipalities request to the Federal Government to support communities with a minimum \$10-billion funding for emergency operational support.	61
13.	<b><u>BY-LAWS</u></b>	
13.1	<b>20-1514 to Permit Off-Road Vehicles on Municipal Roads</b> Draft Motion: BE IT RESOLVED THAT By-law 20-1514, being a By-law to Permit Off-Road Vehicles on Municipal Roads, be taken as read a first, second and third time and finally passed this 16th day of July, 2020;  AND FURTHER THAT the said by-law be signed by the Mayor and Clerk and recorded in the by-law book.	63
13.2	<b>20-1515 to Amend Schedule A of Building By-Law 08-782</b>	66

Draft Motion:

BE IT RESOLVED THAT By-law 20-1515, being a by-law to amend Schedule "A" of Building By-Law 08-782, be taken as read a first, second and third time and finally passed this 16th day of May, 2020;

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

**13.3 20-1516 for Setting Planning Fees**

67

Draft Motion:

BE IT RESOLVED THAT By-law 20-1516, being a By-law to establish the Tariff Fee Schedules for Planning related matters and to repeal Schedule "A" of by-law 06-684, be taken as read a first, second and third time and finally passed this 16th day of July 2020;

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

**13.4 20-1517 for Regulating the Use of Municipal Owned Docks**

68

Draft Motion:

BE IT RESOLVED THAT By-law 20-1517, being a by-law for Regulating the Use of Municipal Owned Docks, be taken as read a first, second and third time and finally passed this 16th day of July, 2020;

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

**13.5 20-1518 Trademark Acquisition**

70

Draft Motion:

BE IT RESOLVED THAT By-law 20-1518, being a by-law to authorize the purchase of a trademark, be taken as read a first, second and third time and finally passed this 16th day of July, 2020;

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

**13.6 20-1519 ONE Investment**

71

Draft Motion:

BE IT RESOLVED THAT By-law 20-1518, being a by-law to authorize the an Agency Agreement between CHUMS Financing Corporation and Local Authority Services, as Agent, and Eligible Investors with respect to "ONE Investment" and to authorize the Treasurer to execute the necessary documents from time to time for that purpose, be taken as read a first, second and third time and finally passed this 16th day of July, 2020;

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**

**16. NEW BUSINESS**

**16.1 Memo 2020-M-072 Advisory Committees**

73

Draft Motion:

BE IT RESOLVED THAT Council defer the discussion on Advisory Committees until

September when the Service Delivery Review and Waste Management Master Plan reports are discussed.

**16.2 Memo 2020-M-073 Youth Advisory Committee**

74

Draft Motion:

BE IT RESOLVED THAT Council direct Staff to develop terms of reference for a Youth Advisory Committee that can be further defined after meeting with the Youth;

AND FURTHER THAT these terms of reference be available at the next meeting for Council's consideration.

**16.3 Memo 2020-M-074 Procedural By-law Amendment**

75

Draft Motion:

BE IT RESOLVED THAT Council direct Staff to make appropriate amendments to the Procedural By-Law to be considered at a Special Meeting of Council called by the Mayor once Ontario Bill 197 – The COVID Economic Recovery Act, 2020 receives Royal Assent.

**17. NOTICE OF MOTION**

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

**19. CONFIRMATION BY-LAW**

81

Draft Motion:

BE IT RESOLVED THAT By-law 20-1520, 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 16 day of July, 2020;

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**

**REGULAR COUNCIL MEETING**

**MINUTES**

**Thursday, June 25, 2020, 6:30 P.M.**

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

**STAFF:** C. Davidson, S. Fournier, S. Pandolfo, D. Bell , J. Sanderson

**CALL TO ORDER AND ROLL CALL**

Mayor O'Mara called the meeting to order at 6:30 pm.

There were 5 people in the electronic participation. The Mayor called the Roll.

**ADOPTION OF THE AGENDA**

Draft Motion: 20-151

MOVED BY: J. Shymko

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT the Regular Council Agenda dated June 25, 2020 be adopted as presented.

**CARRIED**

**DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

Councillor Leudke declared a conflict of interest regarding 13.4

**REPORT FROM CLOSED SESSIONS**

At the Mayor's Request, Treasurer/Administrator Davidson reported that during the closed session an update was received regarding a complaint, legal issue regarding property investigation and a former employee and an update was received regarding economic development opportunity.

**ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS**

**DRAFT Regular Council Meeting - June 4, 2020**

Draft Motion: 20-152

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT the Minutes of the Regular Council Meeting held on June 4, 2020 be adopted as presented.

**CARRIED**

**DRAFT Special Council Meeting - June 17, 2020**

Draft Motion: 20-153

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT the Minutes of the Special Council Meeting held on June 17, 2020 be adopted as presented.

**CARRIED**

**BUSINESS ARISING FROM THE MINUTES**

**DELEGATIONS/PRESENTATIONS**

**Registered Delegations - With Presentations:**

**Randall Becker**

Draft Motion: 20-154

MOVED BY: J. Shymko

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive the presentation from Randall Becker and Karen Osler regarding 6 Lakeshore Drive.

**CARRIED**

**Invited Presentations:**

**KPMG - Financial Statements**

Draft Motion: 20-155

MOVED BY: J. Koistinen

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive the presentation from KPMG and approve the consolidated Financial Statement of the Corporation of the Municipality of Temagami and the Ambulance Service.

**CARRIED**

**Ontario Clean Water Agency**

20-156

MOVED BY: C. Dwyer

SECONDED BY: J. Shymko

BE IT RESOLVED THAT Council receive the presentation from Ontario Clean Water Agency regarding 2020 Capital list and the Water Tower Inspections.

**CARRIED**

**Registered Delegations - Without Presentations:**

**Unregistered Delegations**

**CONSENT AGENDA ITEMS**



Draft Motion: 20-157  
MOVED BY: M. Youngs  
SECONDED BY: J. Shymko

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

**Staff Report(s) for Information:**

**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: 20-157 B  
MOVED BY: M. Youngs  
SECONDED BY: J. Shymko

BE IT RESOLVED THAT correspondence items numbered 8.2.1 to 8.2.5 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 Municipal Affairs and Housing**  
RE: Letters from the Honourable Steve Clerk

**8.2.2 Solicitor General**  
RE: Letter from the Honourable Sylvie Jones

**8.2.3 District of Nipissing Social Services Administration Board**  
RE: Letter from DNSSAB as OPP Board

**8.2.4 Tribunals Ontario**  
RE: Assessment Review Board Update

**8.2.5 11th Annual Live Butterfly Release**

**Minutes of Local Boards & Committee:**

Draft Motion: 20-157 C  
MOVED BY: M. Youngs  
SECONDED BY: J. Shymko

BE IT RESOLVED THAT Council receive Minutes of Local Board and Committee Meetings for Information

**CARRIED**

**8.3.1 Memorandum of Understanding Committee - February 2020 Minutes**

**8.3.2 District of Nipissing Social Services Administration Board - April, 2020 Minutes**

**8.3.3 District of Nipissing Social Services Administration Board - Committee of the Whole - Community Services Committee - April, 2020 Minutes**

**STAFF REPORTS**

**Memo 2020-M-064 Treasurer/Administrator Report**

Draft Motion: 20-158

MOVED BY: C. Dwyer

SECONDED BY: J. Shymko

BE IT RESOLVED THAT Council receive the report from the Treasurer/Administrator dated June 25, 2020.

**CARRIED**

**Memo 2020-M-065 Parkwood Testing**

Draft Motion: 20-159

MOVED BY: J. Shymko

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive the executive summary of the ground testing report completed by Shaba Testing Services Ltd. for the Parkwood Lane area.

**CARRIED**

**Memo 2020-M-066 Legal and Integrity Commissioner Fees**

Draft Motion: 20-160

MOVED BY: J. Shymko

SECONDED BY: M. Youngs

BE IT RESOLVED THAT Council receive the summary of Legal and Integrity Commissioner Fees for the period from January 1, 2019 to May 31, 2020.

**CARRIED**

**Memo 2020-M-071 Joint Corporation**

Draft Motion: 20-161

MOVED BY: C. Dwyer

SECONDED BY: J. Shymko

BE IT RESOLVED THAT Council direct Staff to continue to work with Temagami First Nation to establish a Joint Corporation for the possible ownership and management of the Lake Temagami Access Point.

**CARRIED**

Draft Motion: 20-162

MOVED BY: J. Shymko

SECONDED BY: J. Harding

BE IT RESOLVED THAT The meeting be extended to 10:30 p.m.

**CARRIED**

**COUNCIL COMMITTEE REPORTS**

**ANNOUNCEMENTS - MAYOR AND COUNCIL**

Councillor Youngs reported her appreciation to the businesses and requested a Canadian flag on the top fire tower.

Councillor Shymko reported on Canada Day.

Councillor Leudke reported on the COVID-19 situation.

Mayor O'Mara reported on his attendance to DSSAB; Au Château; TDF; MOU and on EOC meetings.

## **CORRESPONDENCE**

### **Action Correspondence:**

#### **Memo-M-063 Request from Trapper Trading Post Authorization**

Draft Motion: 20-163

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council provide authorization to the LCBO, located at 2890 Highway 11 North in Marten River, Ontario (Trapper Trading Post), to be open during the following Statutory Holidays in 2020: Canada Day, Civic Holiday, Labour Day, Thanksgiving and Boxing Day.

AND FURTHER THAT Council direct Staff to prepare a letter to Trapper Trading Post advising of this approval.

**CARRIED**

#### **Memo 2020-M-070 Request from Temagami Community Market**

Draft Motion: 20-164

MOVED BY: J. Shymko

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council approve the donation request from the Temagami Community Market with the understanding that if the tents are required for a municipal event that it will be given precedence.

AND FURTHER THAT staff assist The Temagami Community Market with developing ways to become more self-sufficient.

**CARRIED**

### **Resolution from Other Municipalities:**

## **BY-LAWS**

#### **20-1508 Adopt the estimate of all sums for 2020 (budget)**

Draft Motion: 20-165

MOVED BY: C. Dwyer

SECONDED BY: J. Shymko

BE IT RESOLVED THAT By-law 20-1508, being a by-law to adopt the estimates of all sums required during the year 2020 for the purposes of the Corporation of the Municipality of Temagami, be taken as read a first, second and third time and finally passed this 25th day of June, 2020;

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

**CARRIED**

**20-1509 Strike Rates of Taxation and authorize tax installments for 2020**

Draft Motion: 20-166

MOVED BY: J. Harding

SECONDED BY: M. Youngs

BE IT RESOLVED THAT By-law 20-1509, being a by-law to strike rates of taxation for the Municipality of Temagami the year 2020 and to provide for the payment of taxes by instalments, be taken as read a first, second and third time and finally passed this 25th day of June, 2020;

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

**CARRIED**

**20-1510 Set Area Rated Charges for 2020**

Draft Motion: 20-167

MOVED BY: J. Shymko

SECONDED BY: B. Leudke

BE IT RESOLVED THAT By-law 20-1510, being a by-law to set the amounts for area-rated charges to be levied for municipal and environmental services for the year 2020, be taken as read a first, second and third time and finally passed this 25th day of June, 2020;

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

**CARRIED**

**20-1511 Sign agreement with Temagami Electrical Services Inc. for navigational Aids Maintenance**

**Where Relevant:**

Having previously declared a conflict Councillor Leudke vacated his seat and left the electronic participation.

Draft Motion: 20-168

MOVED BY: C. Dwyer

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT By-law 20-1511, being a by-law to authorize the Clerk to execute an agreement with Temagami Electrical Services Inc. for the Servicing and Maintenance of Navigational Aids – Lake Temagami, be taken as read a first, second and third time and finally passed this 25th day of June, 2020;

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

**CARRIED**

Councillor Leudke returned to the electronic participation and took his seat.

**20-1512 Set User Fees**

Draft Motion: 20-169

MOVED BY: J. Shymko

SECONDED BY: M. Youngs

BE IT RESOLVED THAT By-law 20-1512, being a by-law to set fees and charges for services, activities and use of municipal property, be taken as read a first, second and third time and finally passed this 25th day of June, 2020;

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

**AMENDED**

Draft Motion: 20-170

MOVED BY: J. Shymko

SECONDED BY: M. Youngs

BE IT RESOLVED THAT Schedule G be remove.

**RECORDING VOTE**

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

**CARRIED**

Draft Motion: 20-169

MOVED BY: J. Shymko

SECONDED BY: M. Youngs

BE IT RESOLVED THAT By-law 20-1512, being a by-law to set fees and charges for services, activities and use of municipal property, be taken as read a first, second and third time and finally passed this 25th day of June, 2020 with the exception of Schedule G;

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

**RECORDING VOTE**

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

**CARRIED**

**ADJOURNMENT**

This meeting adjourn at 10:25 p.m. until June 29th, 2020 at 6:30 p.m.

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Mayor

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Clerk



**THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI**

**SPECIAL COUNCIL MEETING**

**DRAFT MINUTES**

**Monday, June 29, 2020, 6:30 P.M.**

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

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

**PURPOSE OF THIS SPECIAL MEETING**

A Special Meeting of Council to be held on Monday, June 29, 2020 at 6:30, by electronic participation is to continue the Regular Council Meeting held on Thursday June 25, 2020.

**CALL TO ORDER AND ROLL CALL**

Mayor O'Mara called the meeting to order at 6:30 pm.  
There were 3 people in the electronic participation. The Mayor called the Roll.

**DECLARATION OF CONFLICT OF 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 disclosure made.

**UNFINISHED BUSINESS**

**Update Official Plan Review**

Draft Motion: 20-171

MOVED BY: J. Koistinen

SECONDED BY: J. Shymko

BE IT RESOLVED THAT Council receive this report for information purposes.

**CARRIED**

**Official Plan Amendment and Zoning By-Law Amendment: Home Occupation and Home Industry**

Draft Motion: 20-172

MOVED BY: M. Youngs

SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council receive this report as information.

**CARRIED**

**Official Plan Amendment: Secondary Dwelling Units Direction for Second Statutory Public Meeting**

Draft Motion: 20-173  
MOVED BY: J. Shymko  
SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive this report as information.  
**CARRIED**

### **NEW BUSINESS**

#### **Memo 2020-M-067 Notice of Motion - Youth Committee**

Draft Motion: 20-174  
MOVED BY: J. Shymko  
SECONDED BY: M. Youngs

BE IT RESOLVED THAT Council direct Staff to prepare a report to inform Council regarding the development of a Youth Committee.  
**CARRIED**

#### **Memo 2020-M-068 Notice of Motion - Reassessing Municipal Committees**

Draft Motion: 20-175  
MOVED BY: C. Dwyer  
SECONDED BY: J. Koistinen

BE IT RESOLVED THAT Council direct Staff to prepare a report to reassessing Municipal Committees.  
**CARRIED**

#### **Memo 2020-M-069 Notice of Motion - Posting of Audio Recording**

Draft Motion: 20-176  
MOVED BY: J. Shymko  
SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council direct Staff to prepare a report to amend the Procedural By-Law regarding the posting of audio recordings.  
**CARRIED**

### **NOTICE OF MOTION**

### **QUESTIONS FROM THE PUBLIC - ITEMS ON THE AGENDA**

### **CONFIRMATION BY-LAW**

Draft Motion: 20-177  
MOVED BY: C. Dwyer  
SECONDED BY: J. Koistinen

BE IT RESOLVED THAT By-law 20-1513, 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 29 day of June, 2020;

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



**ADJOURNMENT**

Draft Motion: 20-178

MOVED BY: J. Harding

SECONDED BY: J. Shymko

BE IT RESOLVED THAT this meeting adjourn at 8:31 p.m.

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Mayor

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Clerk

**Ministry of Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17th Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17e étage  
Toronto ON M7A 2J3  
Tél.: 416 585-7000



234-2020-2680

July 8, 2020

Dear Head of Council:

The COVID-19 outbreak has touched everyone in the province, creating personal and financial hardship, and resulting in losses far greater than anyone could have imagined. We are making steady progress in the safe reopening of the province, and we acknowledge and celebrate those who went above and beyond through this crisis.

I am writing to inform you that on July 8, 2020, our government introduced the COVID-19 Economic Recovery Act, 2020, to help get Ontario back on track. Our proposed bill will address three critical needs Ontario faces: restarting jobs and development; strengthening communities; and creating opportunity for people.

Our government recognizes the key role that municipalities play in restarting the economy, and that their efficient functioning and economic sustainability is critical to Ontario's future success. We are also continuing to negotiate with our federal partners to ensure communities across Ontario receive the urgent financial support they need. We know that municipalities require fair and flexible investment to protect front line services and help restart the economy.

This bill includes proposals that will enable municipal councils and local boards to meet electronically on a permanent basis and allow municipal councils to decide if they wish to have proxy voting for their members. Our government also proposes to finalize the community benefits charges framework; enhance the Minister of Municipal Affairs and Housing's existing zoning order authority to provide more certainty when fast tracking the development of transit oriented communities; make it faster to update and harmonize the Building Code so that we can break down interprovincial trade barriers, and permanently establish the office of the Provincial Land and Development Facilitator to help solve complex land use issues. We are also working on optimizing provincial lands and other key provincial strategic development projects that will help facilitate economic recovery efforts.

My ministry will be hosting a technical information briefing on the proposed community benefits charges framework, including proposed changes to development charges and parkland dedication, so that municipal staff can gain a better understanding of the proposal. The technical briefing will take place in the near future and invitations from the Assistant Deputy Minister of Local Government and Planning Policy Division to municipal Chief Administrative Officers, Treasurers and Chief Planners will be forthcoming.

.../2

In addition to initiatives that I have outlined above from my ministry, there are several other proposals included in our proposed legislation that will support your communities. Changes proposed will modernize our outdated environmental assessment framework, provide more local say on future landfill sites, and ensure strong environmental oversight, while supporting faster build-out of vital transport and transit infrastructure projects to support our economy. Municipally-run courts will be able to use technology to deliver services remotely and we are also moving to fill justice of the peace vacancies faster and more transparently.

We will be extending the validity period of unused marriage licences and protecting the province's most vulnerable consumers who rely on payday loans, by proposing limits on related interest rates and fees.

Also proposed is the reduction of regulatory burdens on farming while preserving the environmental rules that will support this vital part of our economy. Businesses will be able to count on clear, focused and effective rules that do not compromise people's health, safety or the environment through our changes that continue to focus on cutting red tape. At the same time, our changes will allow health and safety standards to be updated more quickly to ensure worker safety in a changing economy.

As the province continues to reopen and the economy recovers, it's more critical than ever to position Ontario as a top-tier destination for investment, domestic growth, and job creation. A key measure to support this objective is the creation of a new investment attraction agency, Invest Ontario, that will promote the province as a key investment destination and work closely with regional partners to coordinate business development activities.

Our proposed changes will also help our communities respond in part to the challenges that this outbreak has brought to our education system. Changes proposed would allow school boards to select the best candidates for director of education for their respective communities. We will also reduce red tape that is preventing access to school for some First Nation students and by limiting unproductive suspensions for our very youngest students. Students with severe learning disabilities will have an opportunity to complete their studies in the upcoming school year and by broadening the mandates of TVO and TFO, our broadcasters will be able to support students' learning needs better during these challenging times.

Through this proposed legislation, we will take the first step towards a strong restart and recovery. More information on our proposals can be found on the Legislative Assembly of Ontario's [website](#).

Our greatest challenges lie ahead of us, and we know we cannot overcome them alone. It's time for everyone to play a role in rebuilding Ontario together. We will ensure no community or region is left behind. Every community must recover if all of Ontario is to grow and prosper again.

Head of Council  
Page 3

Municipalities are encouraged to continue to review our Government's Emergency Information webpage at: [Ontario.ca/alert](https://ontario.ca/alert). I thank you for your continued support and collaboration in these challenging times.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark". The signature is written in a cursive, flowing style.

Steve Clark  
Minister of Municipal Affairs and Housing

c: Chief Administrative Officers  
Municipal Clerks  
Kate Manson-Smith, Deputy Minister of Municipal Affairs and Housing  
Brian Rosborough, Executive Director, Association of Municipalities of Ontario

**Ministry of Government and  
Consumer Services**

**ServiceOntario**

Regulatory Services Branch

20 Dundas Street West, 4<sup>th</sup> Floor  
Toronto ON M5G 2C2

**Ministère des Services gouvernementaux et  
des Services aux consommateurs**

**ServiceOntario**

Direction de la réglementation

20, rue Dundas Ouest, 4e étage  
Toronto ON M5G 2C2



## **Email to all Municipalities of Ontario**

**Date:** July 6, 2020

**To:** All Municipalities of Ontario

**From:** Jeffrey W. Lem, Director of Titles for the Province of Ontario

**Subject:** Moving Towards a More digital-focused Service Model for Land  
Registration Services

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I am pleased to share information about how ServiceOntario's land registration services will be delivered effective October 13, 2020, in keeping with our government's approach to move towards digital online services for Ontarians. Effective October 13, 2020, the Ontario government will be discontinuing land registration counter services currently delivered at all 54 Land Registry Offices (LROs).

Land registration is a segment of government services where many of our customers have already adopted the digital channel as its preference. Our data shows that 99% of land registration documents are registered online, 87% of searches are conducted online and 98% of surveyors submit plans for pre-approval via email. Ontario's land registration system was established in 1795 and has undergone several transformations in its 225 years of existence.

Moving toward a more digital-focused service model is part of the evolution of this sector, which is timely and will benefit all customers. For most services, it will no longer be necessary to visit a local LRO. In some cases, where customers need hard copies, ServiceOntario will have processes in place until longer term solutions are developed. Our goal is to ensure that we maintain a modern and efficient organization, focused on the needs and expectations of our staff and customers, while ensuring the integrity of the land registration system.

For many Municipalities this will be a seamless change, as Teraview is already being used to both file documents and search title. For those Municipalities that file

documents in paper, both Teraview and OnLand will be improved to accept digital versions of paper documents.

Please feel free to contact me at [director\\_of\\_titles@ontario.ca](mailto:director_of_titles@ontario.ca) should you have any questions regarding this communication.

Sincerely,

A handwritten signature in black ink, reading "Jeffrey W. Lem". The signature is written in a cursive style with a large, stylized 'J' and 'L'.

Jeffrey W. Lem  
Director of Titles for the Province of Ontario

*Temagami Fire Department*  
*Monthly Report of Activities*  
for the month of: *May 2020*

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## **0 Activations**

### **Training:**

- 3 meetings – 1 on-line (Extrication theory), 2 in-house practice with reduced staffing levels (5 firefighters/2 sessions/practice) – response practical, hydrant ops, equipment inspections

### **Fire Prevention:**

- Review of Fire Safety Plans: ongoing
- 1 inquiry regarding conditions/requirements to obtain daytime Open Air Burning permit

### **Fire Education:**

- Regular radio “fire safety” announcements on CJTT
- Monthly community newsletter
- Chief attended webinar on Policy & File Management for Public Safety (Target Solutions)
- Online training platform been updated to include Operational Guidelines, training calendar

### **Other:**

- 2 Cascade bottles hydrostatic tested & back in service (5 yr. interval testing)
- Chief attends multiple Municipal Emergency Management, COVID-19 cycle meetings (average of 3 a week)
- Fire Department Annual report submitted (for the June 4<sup>th</sup> council meeting)
- Restricted Fire Zone (RFZ) lifted 12:01AM, May 16<sup>th</sup> – removed RFZ posters that FD had posted around town.
- Proposed changes to the Open Air Burning Bylaw specific to Organized Campgrounds discussed at the May 14<sup>th</sup> Council meeting (proposed changes defeated).
- Completing weekly survey requests from Mutual Aid Coordinator & OFMEM for data on COVID19 responses, & Department Personal Protective Equipment(PPE) supplies
- Grant application to the Temagami Community Foundation for funding was successful; received \$4,000 towards purchase of a Bunker Gear Washer/extractor.
- Royal Canadian Legion Ontario Provincial Command Branches & Ladies Auxiliaries Charitable Foundation advised grant funding decisions delayed to Nov. (Bunker Gear dryer)
- Attended the May 14<sup>th</sup> Council meeting (on-line /Zoom meeting)
- Sanitizing / disinfecting high traffic areas in the Fire Hall
- 1 firefighter remains on medical leave
- 1 member returned to duty, following completion of the +120 day return to duty evaluation

*Jim Sanderson*

Fire Chief, Temagami Fire Department

Date: *June 2, 2020*



## MARTEN RIVER VOLUNTEER FIRE DEPARTMENT

Fire Chief Paul Elliott  
2877 Highway 11  
Marten River, ON  
705 471 5874

### MAY 2020 MONTHLY REPORT

#### TRAINING

- May 4<sup>th</sup> Fire fighters met with physical distancing, hand hygiene and mask wearing measures in place to discuss **NEW COVID 19 PROTOCOLS**, including Department SOG's for fire, MVC and medical responses, Municipality of Temagami staff screening (including added COVID symptoms) and protocols and mutual aid associations changed expectations
- May 25<sup>th</sup> Members met at the fire hall respecting physical distancing and rearing masks to complete some neglected (due to the pandemic) equipment and fire hall maintenance. Task completed included: Change tires on Rescues 1 & 3 and torque – 4 Edraulic units had batteries changed and the units were cycled 2Xs – the carburetor was removed from Rescue 2 (UTV) and repaired and installed – Hydraulic pumps, chainsaw, cutoff saw and generator were all inspected, run and checked for operation – Rescues 3 & 5 were washed – bay floors were swept - meeting room floor was swept and washed. Trash was picked up along the road side in front of the fire hall - all backpack sprayers were checked for operation – the breathable air compressor was calibrated – a 6" suction hose was repaired with a new clamp and put back on Pumper 4 – an attempt was made to repair the leak on the Darly CAF system for Rescue 3 (need parts) - water was loaded on Rescue 3.
- May Nine fire fighters have completed the **SP103 Forest Fire Fighting Coarse**, home study, by reading the student manual and completing the test questions. This study required 7 hours of time to complete and we much appreciate the efforts put in by our members. We expect that the balance of the team will have the course completed in June.

#### INCIDENTS

- May 23<sup>rd</sup> Marten River fire fighters responded to a medical call on Pozniak Rd. The male patient had chest pains and difficulty breathing. Fire fighters monitored patient until EMS arrived.



## **FIRE PREVENTION**

The illuminated sign at the fire hall was changed after the restricted fire zone was lifted to read:



Unfortunately, Marten River's Annual Fire Fighter's Pancake Breakfast, scheduled for June 28<sup>th</sup>, has been cancelled due to COVID 19 restrictions. This event has been a major part of our department's fire prevention and education program.

## **NEWS**

- Fire Chief Elliott continues to participate with the Emergency Operations Committee on COVID 19, providing input for the Marten Rive Community by teleconference.
- Fire Chief Elliott participated in the Nipissing East Parry Sound mutual aid Association teleconference with OFM adviser Tara Hamilton. Discussion was in regards to, open air burning, where to direct complaints, enforcement, fireworks restrictions for Victoria Day weekend and how departments are managing training
- Fire Chief Elliott attended the May 14<sup>th</sup> council meeting via the ZOOM platform.
- Thanks to Fire fighter T. Malbrecht for sewing masks for members. These masks will help us to conserve our inventory of PPE.
- The Marten River Volunteer Fire fighting Team Association has donated embroidered fire department patches for members dress shirts. This donation is much appreciated and completes the professional look. Thanks to Fire Fighter J. McKenzie for getting the patches hot pressed onto the sleeves.
- On May 26<sup>th</sup> the Temagami Community Foundation presented the Marten River Fire Department with \$4,500.00 to be used to purchase bunker gear. We so much appreciate this donation as eight of our members are wearing either outdated or not made to measure PPE.

PRESENTATION BY TEMAGAMI COMMUNITY FOUNDATION

TO

MARTEN RIVER FIRE DEPARTMENT





## MARTEN RIVER VOLUNTEER FIRE DEPARTMENT

Fire Chief Paul Elliot  
2877 Hwy 11 North  
Marten River, ON  
POH 1T0  
705 471 5874

[mrfire@temagami.ca](mailto:mrfire@temagami.ca)

### JUNE 2020 MONTHLY REPORT

#### TRAINING

- June 1<sup>st</sup> Deputy Chief/ Trainer Siegner conducted the annual skills testing for **Self-contained Breathing Apparatus**. Nine Fire Fighters demonstrated their ability to perform the following: Cylinder and Regulator Checks, Face mask and heads-up display checks, 2 methods of donning the equipment, 2 methods of doffing the equipment and changing cylinders. When completed Fire Chief Elliott conducted a review of the **Breathable Air Compressor** use and maintenance and all SCBA cylinders used were filled.
- June 8<sup>th</sup> Thirteen fire fighters completed their practical testing for **SP103 Forest Fire Fighting Course**, demonstrating pump set up and operation, hose lays ( 2 types), hose handling (2 and 3 person), hose strangling and spray patterns ( parallel & right angle). The Ministry of Natural Resources videos for the SP103 course were watched and discussed.
- June 29<sup>th</sup> Fire Chief Elliott conducted a practical training on the **Compress Air Foam System** on Rescue 3. Seven members demonstrated their ability to run the engine, operated the pump panel and while communicating with the hose crew pump water and foam. Maintenance tasks completed included check and run the portable Honda Pumps from Rescue3 and Pumper 4, Fuel all trucks and change the Illuminated sign.
- June Four more fire fighters completed the **SP103 Forest fire Fighting Course Home Study**.

#### INCIDENTS

- June 7<sup>th</sup> The Marten River Fire Department responded to a medical call on Marten Lake Road with a COVID positive Screening. The patient with a head injury from a fall was semi-conscious and having difficulty breathing. The patient was monitored until EMS arrived and fire fighters assisted ambulance personnel. All COVID19 protocols were followed.
- June 7<sup>th</sup> Fire fighters responded to a resident on Highway 64 with a COVID 19 Positive Screening. Fire fighters monitored the senior patient with shortness of breath and chest pains until EMS arrived. All SOGs for COVID 19 were followed

June 22<sup>nd</sup> MRFD responded to a tractor trailer fire on Highway 11. The fire was in the rear trailer brakes and the truck could not move. The fire was extinguished by the driver. Firefighters set out cones and flares and directed alternating traffic until relieved by OPP.

June 22<sup>nd</sup> A single vehicle MVC on Highway 11 at Tilden Lake, with two persons injured activated the department. Fire fighters controlled the scene, set up flares, used traffic signs to slow the traffic, preformed emergency first aid and monitored the patients until ambulance arrived.

#### **OTHER**

1. Fire Chief Elliott continues to participate with the Emergency Operations Control Group on COVID19 using the ZOOM platform.
2. On June 8<sup>th</sup>, fifteen members met early, armed with yard maintenance and grass cutting tool to complete yard work around the fire hall and helipad. Thanks to all that helped make the place look much better.
3. An application to purchase a fire- fighting gear washer /extractor was submitted to the municipality towards the community foundation grant.
4. An application was sent to the OAFRC for the Jenny's Heroes Canada – Ontario Fire Service Equipment Grant 2020.
5. MRFD continues to submit weekly PPE information surveys to the OFM.
6. Unfortunately, Marten River's Annual Pork Barbecue (July 20<sup>th</sup>) has been cancelled due to COVID 19 regulations.



Corporation of the Municipality of Temagami

**Memo No.**  
2020-M-086

**Memorandum to Council**

**Subject:** Report from Treasurer/Administrator

**Agenda Date:** July 16, 2020

**Attachments:**

**RECOMMENDATION**

BE IT RESOLVED THAT Council receive the report from the Treasurer/Administrator dated July 16, 2020.

**INFORMATION**

**Tax Bills**

Tax billing has been completed and the bills have left the office. We are already receiving some payments.

**Strategic Plan**

Mayor O'Mara and I met with Robert from the Commerce Group about the recommendations made in the Strategic Plan. He is to be completing and forwarding some further comments that explain the recommendations further. When that is received, perhaps we can schedule an appropriate time for Council to review and prioritize the recommendations and then we can start on the implementation work.

**Asset Management Plan**

Public Works is making progress entering our assets into Municipal Data Works (MDW). Once complete we will have up to date condition information which will form the foundation of our Asset Management Plan Update.

**Service Deliver Review**

We have posted a link to a survey on our website and have sent it to our address data base. I believe the Consultants have also arranged many one on one meetings. We are on schedule to have drafts from the Consultant to be discussed with Council in September.

**Waste Management Master Plan**

The Consultants have completed site visits and are working on the foundation information such as remaining capacity which will inform other parts of the Master Plan process.

**Respectfully Submitted:**

**Craig Davidson**  
**Treasurer/Administrator**



**Corporation of the Municipality of Temagami**

**Memo No.**  
2020-M-075

**Memorandum to Council**

<b>Subject:</b>	OCWA Capital List
<b>Agenda Date:</b>	<b>July 16, 2020</b>
<b>Attachments:</b>	Capital Letter – December 2, 2019

**RECOMMENDATION**

BE IT RESOLVED THAT Council reply to OCWA's capital letter noting that the second treatment train at the south water plant is beyond the means of the municipality and highlight the projects included in this year's budget;

AND FURTHER THAT Staff be directed to provide approvals as appropriate for the smaller amount items;

AND FURTHER THAT Staff be directed to proceed with the work necessary to bring a more wholesome report for Council's considerations regarding the acquisition of debt for the UV Filtration System, repairs to the water towers and other higher value items.

**INFORMATION**

Annually, OCWA provides recommendations regarding capital repairs to our water and wastewater systems. The letter for 2020 is attached to this report for your reference.

We were holding off in assessing some of the requests while we waited on word from our ICIP Green funding which would have tended to most things in the south water system. As reported last meeting, we were not successful in this application.

It should be pointed out that many years in the past, the notation of "waiting approval" was standard throughout the capital requests that had been made. While there are some items that exceed our ability, noting this would provide the information to the MECP which would provide them a better insight into some of our woes as well as identifying that Council is acting where possible.

While many items on the list are beyond our ability, especially if these were to be paid through user rates, it is important to review the comments and plan for the future. Included in our rates is an amount to be set aside for future capital and often this is used to cover smaller costs.

Operationally, other than in the south for reasons noted above, anything under \$5,000 has been given the approval to proceed.

There are also surprises that happen. As an example, in the last few weeks we had a flow meter in the south malfunction and the cost to repair the flow meter, the PLC card and the signal isolator amounted to \$9,500. This was not on the list developed in December but is required for water operation.

While we are in the middle of our agreement with OCWA for the management of our water and wastewater systems, it may be a consideration that many items on the list noted as 'annual service' be added to the work that is included in the agreement. This would ensure that the plant is getting regular servicing which could promote longevity.

## Recommendations for the 2020 list.

### Item beyond the ability of the Municipality

#### 1. Back up water plan – Temagami South

At an estimated cost of \$1.25 million, in the absence of any support from other levels of government it is not possible to complete this project with around 350 users. Without having a back-up treatment system it is important that repairs to the tower be considered as this would provide supply should there be a plant failure. (\$1,250,000)

### Item not approved

#### 1. Lagoon electrical building repair – Temagami North

In the near future there will be the addition of the UV filtration to the lagoon at Temagami North. This project will change the energy requirements at this site. The construction of an electrical building could be put on hold until then. (\$75,000)

### Items that would be approved and funded by debt acquisition

#### 1. UV Filtration System – Temagami North

While not on OCWA's 2020 list, the amended ECA that was approved by the Ministry on April 30, 2020, requires us to have this system operational by April 2025. Presently, work is being completed to get this project ready for tender. (\$750,000)

#### 2. Water Tower Repairs – North and South

As was presented at the last meeting, there was an inspection for both water towers completed in the fall of 2019. Both towers require work to reduce the amount of rust showing and update safety equipment. As well, there is a leak in the south tower that was not found in the inspection last year that would need to be located and found. (\$810,000)

#### 3. Other large dollar amount

Included in this are the chlorination system, turbidity meters, waste pit miltronics control, radio control at Temagami Shores. These projects total \$91,500.

This would bring the total debt supported projects to about \$1,650,000. Based on the interest rates supplied by Infrastructure Ontario, the annual payments for this would be approximately \$180,000 annually if financed over 10 years at 1.65% or \$127,000 if financed over 15 years at 1.91%. Based on this, the water and wastewater rates would increase by \$500 or \$360 (depending on the financing option) for the period the loan is paid back. Council could also determine that a portion of this would be covered by other municipal revenues which would result in the need to increase taxation remembering that for every \$40,000 (approx.) covered through the tax levy would result in a 1% increase in municipal taxation.

Based on Council's response to this report, work could start to apply for long term debt. This would include comparing rates between Infrastructure Ontario and our Bank, receiving the application form and providing a more detailed financing report at the next meeting of Council. As for the importance, we must complete the UV filtration project within 5 years and while the tower work could wait, as was noted in the presentation, the longer we wait the more costly the project will be and the risk of larger price repairs being required increases.

### Other Items on the list

The larger of the items on the list relate to desludging and repairing the aeration lines at the North lagoon. This has been included in the budget funded by a portion of our modernization funds. Items under \$5,000 could be approved and the remaining items could be approved this year or next, depending on the state of our capital funds for the waterworks system.

**Respectfully Submitted:**  
**Craig Davidson**  
**Treasurer/Administrator**

Ontario Clean Water Agency  
Northeastern Ontario Hub  
P.O. Box 513  
1 Browning Street  
Haileybury, ON P0J 1K0  
Tel: 705-672-5549  
Fax: 705-672-2534

December 2 2019

Town of Temagami  
P.O. Box 220,  
7 Lakeshore Drive  
Temagami, ON  
P0H 2H0

Attention: Craig Davidson, C.A.O.

Dear Craig,

As per the current Fixed Price Agreement with the Ontario Clean Water Agency, we are giving notice of possible capital expenditures for 2020. They were arrived at through consultation with operations staff. They require your careful consideration and approval before they will be incurred. OCWA would be pleased to quote on any of this work or the supply of the identified repair or component.

Many of these items are a carryover from previous years and require careful consideration. A proactive approach to repair and renewal in the long run, saves the municipality costs that can be incurred when work has to proceed on an emergency basis.

I would be happy to attend a council meeting and discuss and prioritize the issues identified in this letter.



*The estimated capital expenditures for 2020 are as follows:*

**Temagami North Water Plants**

<b>Proposed Expenditure</b>	<b>Estimated Cost</b>	<b>Rational</b>
The clear wells should be inspected and if required cleaned	\$6,000.00	This should occur on a five year cycle.
A submersible pump is required to supply water pressure and flow to the plant in order for it to operate when the high lift pumps are unavailable	\$5,500.00	If the high lifts are not running or if the plant is isolated from the distribution system water cannot be produced.
The emergency generator should be load tested.	\$3,500.00	This is prescribed in CSA guidelines.
Chlorination system should be installed at the tower	25,000.00	The chlorine residuals are quite low in portions of the system and the MOE has shown concern.
The turbidity meters need to be replaced. The current meters are failing. Process pH will be added at the same time	\$15,500.00	The current meters are showing signs of failure. It is cheaper to buy new turbidity meters than to repair the current ones. The units fail when temperature falls.
Chemical pump parts	\$2,500.00	There should be an annual budget for Chemical pump parts for repairs and maintenance
Pocket Colorimeter	\$1,000.00	Portable analyzer for consistency with the verification of the online analyzers
Maintenance of “Tempered Water Controls”	\$1,250.00	This relates to health and safety and the system should be annually checked by a licensed technician
Treated PH meter installed	\$3,500.00	Optimization of the process. Monitoring operations
Portable ph meter	\$1,250.00	Process monitoring and online verification
Tower Interior and Exterior LANDMARK recommendation’s	\$150,000.00	Interior and Exterior tank work, as per report
Tower Security and health and safety work	75,000.00	As per the Landmark report

## Temagami North Sewage Treatment Facilities

Proposed Expenditure	Estimated Cost	Rational
Generator at Spruce Drive Pump Station	\$1,200.00	Annual Service
Desludging of Cells	\$30,000.00	The desludging of cells in an integral part of the operations of the system. Capital should be planned annually
Aeration Line Repair	\$10,000.00	Repair lines and headers for better treatment
Lagoon electrical building repair	75,000.00	The existing panel and electrical components need to be reviewed and renewed. Many issues with existing electrical equipment which could possibly be detrimental to the equipment.
Spruce Drive Pumping station clean out	\$2,500.00	Annual grit and sludge removal.

## Temagami South Water Treatment Plant

Proposed Expenditure	Estimated Cost	Rational
Water plant	1,250,000.00	The backup plant for Temagami South has severe deficiencies with regards to the integrity of the plant. An assessment will need to be conducted with recommendations on a new train for backup to the existing plant that was installed in 2005/2006
Waste Pit Miltronics control	16,500.00	Waste pit should be monitored on a regular basis. No monitoring of overflow at this point if pumps fail
2 Chemical tanks 1500 litres (Alum and Soda Ash)	5,000.00	For safety reasons, spill containment is not large enough and the existing tanks are single walled.
Chemical pump parts	\$2,500.00	There should be an annual budget for Chemical pump parts for repairs and maintenance
Portable ph meter	\$1,250.00	Process monitoring and online verification

Pocket Colorimeter	\$1,000.00	Portable analyzer for consistency with the verification of the online analyzers
Second backwash pump Service	10,000.00	The Second Backwash pump should be serviced for longevity.
The clear wells should be inspected and if required cleaned	\$6,000.00	This should occur on a five year cycle.
Investigate and repair water tower riser leak	\$65,000.00	As per LANDMARK insp. report and recommendations.
Internal and External water tower repairs	475,000.00	As per LANDMARK insp. report and recommendations.
Safety and Equipment upgrades to water tower	20,000.00	Health and Safety upgrades including to equipment replacement

### Temagami South Sewage Treatment Facility1

Proposed Expenditure	Estimated Cost	Rational
ECA amendment to allow for GEO TUBE technology	\$5,000.00	After de-sludge of the existing south cell, the sludge was allowed to be stored in geo tube bags under Bishop Technologies ECA for no more than 13 months. Temagami South lagoon should amend ECA to allow this maintenance technology.
Heater in Ferric Room	5,000.00	A permanent heater needs to be installed in the ferric room. This will be more efficient heating and also assist in the protection to chemical and piping.
Chemical tank valves and piping renewal	\$4,500.00	All ferric tank piping and valves showing signs of deterioration and needs to be renewed before an environment issue. Ferric spill
Ferric tank clean out	\$2,500.00	Tank should be flushed and cleaned regularly for crystallization of chemical
Temagami Shores Radio install	35,000.00	Alarming and monitoring of station operations all year round. Have all data collection and operations sent to Temagami South Water Plant. Elevates public works plowing unsafe conditions during winter operations

**DWQMS and Response Required**

In regards to the recently implemented Drinking Water Quality Management System (DWQMS), a written response to this correspondence has become mandatory. Please provide your response to this letter at your earliest convenience, and if any decision is to be deferred to a later date, please advise as to the dates and particulars so that we can maintain the records as required by the province.

I hope that the above supplies you with an accurate estimate of capital requirements for 2020. However, despite best maintenance practices, unexpected equipment failures can occur as your facility ages. A contingency fund for such an event can make it much less painful.

Sincerely,

Victor Legault  
Senior Operations Manager  
Northeastern Ontario Hub,  
Ontario Clean Water Agency



## Corporation of the Municipality of Temagami

**Memo No.**  
2020-M-076

### Memorandum to Council

<b>Subject:</b>	ONE Investment Fund
<b>Agenda Date:</b>	July 16, 2020
<b>Attachments:</b>	Policy 1.3.11 Municipal Investment Policy

#### **RECOMMENDATION**

BE IT RESOLVED THAT Council direct Staff to amend the Municipal Investment Policy (1.3.11) by adding ONE Investment's portfolios as an allowable investment option, as the securities held in the ONE Portfolios consist exclusively of highly-rates diversified investment instruments that are guaranteed to be eligible investments as defined in O.Reg 438/97, as amended, under the Municipal Act.

#### **INFORMATION**

There is a By-Law included in this agenda which would grant the Treasurer the authority to move forward with utilizing the ONE Investment Fund, predominately the High Interest Savings Account. The main reason for this urgency is the reduction of the Bank of Canada Prime Rate which basically has eliminated investment income. By adding the ONE Investment Fund to our investment policy as an allowable investment option and considering the By-Law later in the meeting, we will be able to maximize short term interest and, as we work through the updates to our plans and studies, be able to invest in longer term solutions that will maximize investment income in a manner that is consistent with the laws Ontario Municipalities operate within.

By way of history:

Amendments made to the *Municipal Act* in 1992 allow Ontario municipalities to participate in joint municipal investment strategies. These amendments permitted municipalities to pool their investments in order to gain the opportunity to earn higher returns through access to larger, diversified, high-quality investment portfolios.

Local Authority Services -LAS (an affiliate of the Association of Municipalities of Ontario) and the CHUMS Financing Corporation (a subsidiary of the Municipal Finance Officers' Association of Ontario) both established investment pools in response to the 1992 amendments. In 1995, LAS and CHUMS combined their efforts to create a single professionally managed investment program known as *ONE - The Public Sector Group of Funds* (commonly referred to as the "One Funds"). ONE historically offered a Money Market Portfolio and a Bond Portfolio, but an Equity Portfolio was added in 2007 and a Corporate Bond Portfolio in 2008.

The Corporate Bond and Equity portfolios were launched as a result of 2005 amendments to the Municipal Act Eligible Investment Regulation (O. Reg. 438/97) allowing municipalities to invest in Canadian equities and longer term Canadian corporate bonds. The regulation, however, offered access to these investment types only through ONE Investment. Throughout 2006, One worked with a diverse committee of municipal investment practitioners to develop investment policies and operating guidelines for both the Equity and Corporate Bond Portfolios, and to select professional managers for the two new portfolios.

In February 2010 the Program was renamed "The One Investment Program". The program has continued to grow in recent years and now also welcomes investment from organizations within the broader Ontario public sector. Investors from the broader public sector include conservation authorities and municipal services boards, but the program is also available to hospitals and other segments of the MUSH sector.

In 2015, ONE Investment also launched a High Interest Savings Account (HISA) option with a Schedule 1 Canadian bank, that is fully liquid, and where all municipal investments are CDIC insured. The HISA provides a tiered competitive rate of return for municipal deposits premised on the collective investment power of the municipal sector.

In 2018, LAS and CHUMS sought an Ontario Securities Commission exemption that would to permit them to provide investment advice to clients. To facilitate the exemption application, ONE Investment was incorporated as a non-profit. In November 2018, ONE Investment was granted the exemption and now offers investment management services, including professional investment advice.

Local co-mingled (pooled) government investments are not a new idea, with many having been established in jurisdictions across Canada and the United States. They have proven to be highly successful and popular investment and cash management tools for municipalities. Participation in such pools is, in fact, recognized as a recommended practice for achieving portfolio diversification and liquidity by the Government Finance Officers Association of the United States and Canada.

Since 1995, ONE Investment has successfully met the needs of Ontario municipalities by providing safe and high-quality investment opportunities. Asset levels in ONE at the end of 2019 investment are approximately \$2.3B. ONE provides professional investment services to more than 175 organizations, and performance has been competitive against other permitted alternative investments for Ontario municipalities.

All ONE portfolios are governed by formal investment guidelines requiring that monies be invested only in instruments allowed under the *Municipal Act*, with additional restrictions being established by the guidelines. All Portfolio Guidelines are available for review on the ONE Investment website: [www.oneinvestment.ca](http://www.oneinvestment.ca).

ONE currently uses the professional investment services of MFS Investment Services for its Money Market, Bond, and Corporate Bond Portfolios, and Guardian Capital LP for its Equity Portfolio. Both organizations have billions in assets under management and have a long track record of managing large multi-customer investment pools.

The investment guidelines and manager activities for each investment portfolio are monitored by ONE staff, an independent third-party investment consultant, as well as the Investment Advisory Committee and Peer Advisory Committee, comprised of experienced investment professionals and senior public sector officials, respectively. In addition, the program also receives periodic oversight from the ONE Investment Board of Directors, comprised of municipal finance professionals, municipal administrators, and elected officials.

There is no requirement for municipalities to invest for a specified period in ONE Investment's portfolio; money can be invested, withdrawn or transferred at any time, although each of the portfolios has been established with a certain investment duration in mind. If investment/redemption instructions are provided by 4:00 p.m. on any banking day, the funds are deposited or withdrawn, as the case may be on, the next banking day. The minimum transaction amount is \$5,000 for any Portfolio. There are no penalties or fees for deposit or withdrawal at any time.

As an added value, investors also have password protected access to their account balances through a secure portion of the ONE website. Portfolio balances and unit pricing are updated daily for each investor and account.

Investment fees for all invested monies are calculated on a daily basis based on the total balance held in the account, and all performance figures provided by ONE are always posted net of fees. One Investment annual fee schedule is provided below:

- ONE Money Market Portfolio – 19 Basis Points

- ONE Canadian Government Bond Portfolio - 40 Basis Points
- ONE Canadian Corporate Bond Portfolio - 45 Basis Points
- ONE Canadian Equity Portfolio - 60 Basis Points
- ONE High Interest Savings Account – No Fees

For the fees paid, each investor receives numerous benefits, including but not limited to:

- Professional money management
- Professional investment advice
- Reduced risk through diversification and regular investment oversight
- Flexibility & liquidity of investments
- Accounting & performance reporting
- Legal costs for program related issues
- Regulatory compliance guarantee
- Lower brokerage costs

To allow for the investment of municipal funds through a co-mingled public sector investment program in order to leverage enhanced returns and reduced administration costs, it is recommended that ONE Investment's portfolios be added to the municipality's list of eligible investments.

**Respectfully Submitted:**  
**Craig Davidson**  
**Treasurer/Administrator**



## **PURPOSE**

To govern the investment of surplus cash and reserves of the Corporation of the Municipality of Temagami in accordance with Ontario Regulation 438/97, the Ontario Municipal Act and other relevant legislations, as amended from time to time.

The Municipality of Temagami shall invest surplus operating funds for the purpose of obtaining a suitable return on investment of cash that has been received by the Municipality from the payment of property taxes, government transfers and other sources in advance of the need for payment of municipal financial obligations. The Municipality of Temagami shall invest funds placed in reserves for future capital expenditures for the purpose of obtaining a suitable return on investment that will reduce the amount of capital required to fund the intended projects.

The goals and objectives for the investing of surplus funds are as follows, in priority order:

- (i) Adherence to statutory requirements;
- (ii) Preservation of capital;
- (iii) Maintaining liquidity;
- (iv) Minimizing administrative costs; and
- (v) Competitive rate of return.

## **3. APPLICATION**

### **3.1 Adherence To Statutory Requirements:**

All investment activities shall be governed by the Municipal Act, 2001 as amended. Investments will be those deemed eligible under Ontario Regulation 438/97, or as authorized by subsequent provincial regulations, and as further defined in this policy.

### **3.2 Preservation Of Capital:**

Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. Staff will mitigate credit and interest risk by:

- (i) Investing in only those investments as defined under 3.1;
- (ii) Limiting investments to the safer (i.e. higher rated) types of securities
- (iii) Structuring the investment portfolio so that securities mature to meet ongoing cash flow requirements.

### **3.3 Maintaining Liquidity:**

The investment portfolio shall remain sufficiently liquid to meet all operating or cash flow requirements by investing operating funds primarily in shorter-term securities or approved investment pools. Temporary borrowing requirements shall be minimized or eliminated, where possible, by structuring the portfolio such that securities mature concurrent with anticipated cash



demands.

### **3.4 Minimizing Administrative Costs:**

Recognizing that the Municipality of Temagami does not have an investment department and that Municipality shall invest primarily in Guaranteed Investment Certificates (GICs), which are secure investments, the Municipality shall attempt to minimize administrative requirements by investing in short-term GIC's with the Bank of Nova Scotia.

### **3.5 Competitive Rate Of Return:**

The Municipality shall maximize the rate of return earned on the investment portfolio without compromising the other objectives listed above. Investments are generally limited to relatively low risk securities in anticipation of earning a fair return relative to the assumed risk. Utilization of opportunities for investing in approved Investment Pools will be considered as a means of improving the rate of return.

## **4. ADMINISTRATION**

### **4.1. Authority to make Investments**

Subsection 286 (1) of the Municipal Act, 2001, as amended establishes the authority of the Municipal Treasurer to make investments on behalf of the Corporation of the Municipality of Temagami. The Treasurer is hereby authorized to:

- (i) Enter into arrangements with banks, investment dealers and brokers, and other financial institutions for the purchase, sale or redemption, issuance, transfer and safekeeping of securities;
- (ii) Perform all other related acts in the day-to-day operation of the investment program.

### **4.2. Controls**

The Municipal Treasurer is responsible for the development and maintenance of suitable procedures to provide for effective control and management of investments. The procedures shall include the following requirements:

- (i) The Treasurer or staff designate along with a signing officer from Council as appointed by a By-law of the Municipality of Temagami shall jointly confirm by signature all investments entered into on behalf of the Municipality of Temagami, with the exception of investments of GIC's with the Bank of Nova Scotia, which shall require the signature of the Treasurer or designate, along with any other signing officer as appointed by a By-law of the Municipality of Temagami. This exception shall be permitted as the Bank of Nova Scotia is instructed to take the funds to be invested in the name of the Municipality from the Municipality's general bank account and to deposit the funds into the same bank account upon maturity of the investment.
- (ii) All cash management transactions are recorded and interest earnings distributed in accordance with generally accepted accounting principles for Ontario municipalities.
- (iii) Periodic reviews are carried out to determine whether or not the investment guidelines provided by this policy are being followed and to evaluate the adequacy of internal controls.
- (iv) All securities shall be held in the name of the Corporation of the Municipality of Temagami.

### **4.3. Ethics and Conflicts of Interest**

- (i) Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions.
- (ii) Employees and investment officials shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio.
- (iii) Investment officers acting in accordance with written procedure and this investment policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risks or market price changes, provided deviations from expectations are reported in a timely fashion and the liquidation or the sale of securities are carried out in accordance with the terms of this Policy.

## **5. REPORTING REQUIREMENTS**

### **5.1 Annual Report**

The Treasurer shall submit an annual investment report to Council, including a management summary that provides an analysis of the status of the current investment portfolio. The report will include the following:

- (i) A listing of individual securities held at the end of the reporting period;
- (ii) The percentage of the total portfolio which each type of investment represents;
- (iii) A statement about the performance of the investment portfolio during the period;
- (iv) A statement by the Treasurer as to whether or not, in his or her opinion, all investments were made in accordance with the investment policies and goals adopted by the Municipality;
- (v) Such other information that the Council may require or that, in the opinion of the Treasurer, should be included.

### **5.2 Report of Inconsistency**

If an investment made by the Municipality is, in the Treasurer's opinion, not consistent with the investment policies and goals, the Treasurer shall report the inconsistency to Council within 30 days after becoming aware of the inconsistency.

Approval Date:	December 13, 2012	Resolution #:	12-534
Amendment Date:		Resolution #:	
Amendment Date:		Resolution #:	
Amendment Date:		Resolution #:	



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.  
2020-M-077

☒ Staff

Subject:	Off Road Vehicle By-Law
Agenda Date:	July 16, 2020
Attachments:	Correspondence from residents regarding additional classes of recreational vehicles.

**RECOMMENDATION**

BE IT RESOLVED THAT Council receive Memo 2020-M-077.

**INFORMATION**

The Municipality received correspondence from three separate residents of Temagami. Recent changes in provincial legislation has allowed for other classes of recreational vehicles to be permitted on Municipal roadways. These residents have requested that the Municipality of Temagami Consider including these other classes of recreational vehicles in our Off-Road Vehicle by-law.

A new by-law has been drafted for Council's consideration later on in this meeting. It is being proposed that the existing By-law, No. 15-1257, be repealed and replaced.

Prepared by:

Reviewed by:

Daryl Bell, By-law Enforcement Officer

Name, Position

## Suzie Fournier

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**From:** MORRISON <stevemorrison36@yahoo.ca>  
**Sent:** Thursday, July 2, 2020 6:34 PM  
**To:** Suzie Fournier  
**Subject:** For councils consideration - bill 132

Good day

Attention Temagami Council.

Now that this legislation has passed I look forward to Temagami amending the pertinent bylaw that currently allows atv and side by side to now include dirt bikes. This will allow further enhancement to our tourism providing opportunity to travel our many back roads that link our current trail systems.

Thanks

Steve Morrison

## Suzie Fournier

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**From:** jeremie jauvin <jauvinjer@hotmail.com>  
**Sent:** Monday, July 6, 2020 8:48 AM  
**To:** Suzie Fournier  
**Subject:** Bill 132 Council Consideration

Dear Temagami Council,

I have attached below a section of Bill 132 that the Ontario Government has put into effect. Bill 132 includes new rules to the HTA that will permit ARGO and Off Road motorcycles to be entitled to the same bylaw as ATV and UTV on local municipal roads. As a Dirt Biker myself, I understand the importance of this By Law for the growth of the sport and also helping out tourism in Temagami. I have been approached by a lot of people that take parts in various organizations such as OFTR (Ontario Federation of Trail Riders) to organize group rides in this beautiful area. With the help of the council, we can now finally remove the red tapes that were holding back the off-road community and bring out of town riders for multiple day rides discovering Temagami and supporting local businesses.

Thank you.

Jeremie Jauvin

## Suzie Fournier

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**From:** Rose Lantaigne <rose\_lantaigne@hotmail.com>  
**Sent:** Monday, July 6, 2020 11:55 AM  
**To:** Suzie Fournier  
**Subject:** Changes to Highway Traffic Act  
**Attachments:** MTO Legislation Changes.png

Hi there,

Recent changes to regulations under the Highway Traffic Act now grant permission for off-road motorcycle enthusiasts (dirt bikes) to use roads to access more trail networks in the area. Off-road motorcycle enthusiasts now have the same privilege as individuals who operate ATVs and UTVs, which is excellent for tourism in the area. I am in favor for this new regulation to be applied within the municipality of Temagami.

See attached...

Thank you,

Rose Lantaigne  
705-207-2896



## Corporation of the Municipality of Temagami

**Memo No.**  
2020-M-078

### Memorandum to Council

**Subject:** Freedom of Information Procedures

**Agenda Date:** July 16, 2020

**Attachments:**

#### **RECOMMENDATION**

BE IT RESOLVED THAT Council approve the procedures for handling requests made for information made under the Municipal Freedom of Information and Protection of Privacy Act as presented by Staff;

AND FURTHER THAT these procedures be implemented directly.

#### **INFORMATION**

This report is intended to present a procedure for moving Freedom of Information Requests through our system and reducing the need for these to automatically be referred to our legal advisors.

As Council is aware, in June of 2019, direction was received to make the necessary amendments to rescind the delegation of authority to Staff to act in the place of Council as “Head” under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and to refer these matters to our legal counsel.

For the most part, MFIPPA requests can be relatively straight forward. Recognizing this, the following is an outline of the procedures Staff intends to implement.

1. Requests received under MFIPPA would be received and date stamped. The statutory fee (presently \$5) would be receipted at this time;
2. Staff will review the request for completeness and clarity and, should there be more information or clarification required, will correspond with the requestor, in writing, highlighting what is required;
3. Once a complete request has been received (could include the additional information or clarification in item 2), Staff will prepare a report for Council’s consideration that highlights the request, if there are any special circumstances contained in MFIPPA, and provide a recommendation on how to proceed;
4. Once this report has been completed, the Mayor will be advised and the appropriate meeting will be called for Council to receive and consider this request. The Municipal Act 2001, as amended, Section 239(3) requires a meeting “be closed to the public if the subject matter relates to the consideration of a request under the *Municipal Freedom of Information and Protection of Privacy Act* if the Council, board or commission or other body is the head of an institution for the purposes of that Act.

MFIPPA requires a response within thirty (30) days. While in many cases the response is the actual information requested, at minimum, the response would include whether the information is being provided, the estimated time to retrieve and reproduce the information, and the cost of this information. Costs charged are authorized by MFIPPA.

The thirty (30) day limit can be reset should the information not be complete or if further clarity is required and would start again when the new information or clarification is received. With this time frame, it may not always be possible to have a closed session as part of the normal Council schedule. For this reason, by advising the Mayor when the report is ready for consideration, the Mayor may call a special meeting as provided by the Procedural By-Law.

Once this procedure has been adopted, only in matters where the Municipality has been challenged with the a claim filed with the Office of the Privacy Commissioner or for the more involved requests will matters be referred to legal counsel.

**Respectfully Submitted:**  
**Craig Davidson**  
**Treasurer/Administrator**





## Corporation of the Municipality of Temagami

### Memorandum to Council

**Memo No.**  
2020-M-079

☒ **Staff**

**Subject:** Chairs, Reeves and Mayors Portrait Project

**Agenda Date:** July 16, 2020

**Attachments:** Correspondence from Gerry Gooderham

#### **RECOMMENDATION**

WHEREAS: past Council had approved 5 portraits to be taken and framed of past Chairs, Reeves and Mayors.

AND WHEREAS Council has received a request from Gerry Gooderham for financial assistance to complete the project.

NOW THEREFORE BE IT RESOLVED THAT Council approve the additional portraits to be completed at a cost of \$200.00 per portrait.

AND FURTHER THAT every effort be made to find a way to include any Heads of Council that have since passed.

#### **INFORMATION**

Previous Council had worked with Photographer Gerry Gooderham and provided the financial resources to develop a project to take portraits of our Municipal Leaders. 5 portraits have been completed and one remains to be framed. There are a total of 10 heads of council throughout the history of Temagami as an organized area. Please see the list below:

1968-1976 – The Improvement District of Temagami – Chair Philip Hoffman  
1976-1978 – The Township of Temagami – Reeve William Spooner  
1978-1980 – The Township of Temagami – Reeve Robert Louks - COMPLETED  
1980-1991 – The Township of Temagami – Reeve Ronald Prefasi - COMPLETED  
1991-1994 – The Township of Temagami – Reeve Ivan Beauchamp  
1994-1998 – The Township of Temagami – Reeve Wayne Adair - COMPLETED  
1998-2006 – The Municipality of Temagami – Mayor Wayne Adair - Duplicate  
2006-2010 – The Municipality of Temagami - Mayor Ike Laba - COMPLETED  
2010-2013 – The Municipality of Temagami – Mayor John Hodgson  
2013-2018 – The Municipality of Temagami – Mayor Lorie Hunter - COMPLETED  
2018-Present – The Municipality of Temagami – Mayor Dan O'Mara

**Prepared by:**

**Reviewed by:**

Sabrina Pandolfo, Deputy Treasurer

Name, Position

2020

## Temagami Elders Portrait Project

### Past mayors and Reeves

To whom it may concern,

I am seeking support and sponsorship for my ongoing Elders Portrait Project which is now in Phase 8 (please see attached a summary of the previous six phases). My intention for 2020 would be to finish photographing Past mayors and Reeves from the Temagami urban and lake community. This would result in several ( possibly 5?) printed images which would be framed in a matted 16 x 20 format. I am looking for funding for framing costs and other expenses - a budget can be provided on request ( see attached). I will also be seeking a permanent or semi-permanent location where the work will be displayed.

Sincerely,

Gerry Gooderham

### **Contact information:**

Gerry Gooderham  
705-237-8080  
grg@ontera.net

Client : THE TEMAGAMI ELDERS PORTRAIT PROJECT-

Job : FRAMING and EXPENSES

Attn : MUNICIPALITY OF TEMAGAMI

Phone :

Email :

No	Description	Amount
	One matted Black and White photograph framed to 16 x 20 blk aluminum frame is approx \$185 to \$200 assembled and ready to hang	
	TRAVEL TIME AND EXPENSES ( to print and frame work and pick it up from framer and hang the work	
	Example of discounts ( based on 10 frames, the price reduces to \$150, based on 20 it reduces to \$135)	\$350
10	FRAMED POTOGRAPHS 16 X 20	\$1500
20	FRAMED POTOGRAPHS 16 X 20 = \$2700	

Total \$1850

Discount

Grand Total

Payment to :

Gerry Gooderham

Group box 22

Temagami, ON, P0H 2H0

grg@ontera.net

705-237-8904



**Corporation of the Municipality of Temagami**

**Memorandum to Council**

**Memo No.**  
2020-M-085

☒ **Staff**

**Subject:** Temagami Elders Portrait Project

**Agenda Date:** July 16, 2020

**Attachments:** Correspondence from Gerry Gooderham

**RECOMMENDATION**

WHEREAS: The Municipality has received correspondence from Gerry Gooderham requesting support to continue with the Temagami Elders Portrait Project.

AND WHEREAS: The Temagami Community Foundation would require a qualified donee for Gerry Gooderham to apply for a grant program.

NOW THEREFORE BE IT RESOLVED THAT Council approve to act as a qualified donee on Gerry Gooderham's Temagami Elders Portrait project.

**INFORMATION**

The Temagami Elders Project commenced in the winter of 2009. Since that time approximately 60 portraits have been taken and approximately 40 have been framed and hung in publicly visible locations throughout the Municipality.

The portraits will be a permanent record made with digital equipment and Archival DVD's of the final project will be produced for archival records and kept where archiving facilities exist, the Library or Municipal office. The Goal of the project is to have a living digital archive of Temagami residents.

**Prepared by:**

**Reviewed by:**

Sabrina Pandolfo, Deputy Treasurer

Name, Position

2020

## Temagami Elders Portrait Project

To whom it may concern,

I am seeking support and sponsorship for my ongoing Elders Portrait Project which is now in Phase 7 (please see attached a summary of the previous six phases). My intention for 2020 would be to photograph 10-15 elders from Temagami First Nation (Bear Island) and to photograph 10-15 elders from the Temagami urban and lake community. This would result in 20-30 printed images which would be framed in a matted 16 x 20 format. I am looking for funding for framing costs and other expenses - a budget can be provided on request. I will also be seeking a permanent or semi-permanent location where the work will be displayed, such as the municipal building or any other public venues

Sincerely,

Gerry Gooderham

Requests for support or sponsorship for grants are being sent to:

Temagami First Nation  
Municipality of Temagami  
Temagami Community Foundation  
Nipissing Regional Curatorial Collection (NRCC)

### **Contact information:**

Gerry Gooderham  
705-237-8080  
grg@ontera.net

## **THE TEMAGAMI ELDERS PORTRAIT PROJECT**

The project consists of photographing as many community elders/seniors as possible from

- First Nations
- Lake community (permanent and non permanent residents)
- Municipality (urban and rural)

**The goal:**

**To produce a collection of Portraits from the Elders and Seniors of the community.**

- This project will be a community effort involving, myself, assistants and possibly other photographers from Temagami; volunteers may assist in this project.
- The initial project will try to archive 30 to 200 portraits
- It began in the winter of 2009. I have over 60 portraits to date
- Portraits will be a permanent record made with digital equipment.
- Archival DVD's of the final project will be produced for archival records and kept where archiving facilities exist, the Library or Municipal office.
- All portraits will be made to be Frame and Display ready from a digital format( RAW and TIFF files), printed size 9 x 13 matted and framed with acid free materials. To hang as a 16x20 framed work.
- A selection will be framed for display depending upon funding perhaps 50.
- The framed portraits will be displayed gallery Style in halls, municipal and administration buildings but may also be available to businesses that apply to display them.
- The initial approach to gather photographs will be a "public request to attend the studio and have your portrait taken" but also may involve personal invitations, requests and attendees to group meetings. I will also depend on the advice of the community as to which people might qualify.
- The long-term goal is to keep this as a living project/archive.

**NOTE:**

**I have made several portraits and 40 are framed and hanging in the community.**

**12 in the new Medical building , 12 in the new Library, 12 in the Bear Island seniors building 4 in the Temagami Train Station for the Temagami community foundation**

**Are you a senior or elder of the community?**

**Be part of my Project and receive a free 8 x 10 portrait for your time.  
I am looking for participants who are deemed seniors or elders of the community.**

**Gerald Richard Gooderham  
GOODERHAM PHOTOGRAPHY  
Group Box 22  
Temagami, Ontario, P0H 2H0  
Canada  
Phone 705 -237- 8904**

Client : THE TEMAGAMI ELDERS PORTRAIT PROJECT-

Job : FRAMING and EXPENSES

Attn : MUNICIPALITY OF TEMAGAMI

Phone :

Email :

No	Description	Amount
	One matted Black and White photograph framed to 16 x 20 blk aluminum frame is approx \$185 to \$200 assembled and ready to hang	
	TRAVEL TIME AND EXPENSES ( to print and frame work and pick it up from framer and hang the work	
	Example of discounts ( based on 10 frames, the price reduces to \$150, based on 20 it reduces to \$135)	\$350
10	FRAMED POTOGRAPHS 16 X 20	\$1500
20	FRAMED POTOGRAPHS 16 X 20 = \$2700	

Total \$1850

Discount

Payment to :

**Gerry Gooderham**

Group box 22

Temagami, ON, POH 2H0

**grg@ontera.net**

**705-237-8904**

Grand Total



**Corporation of the Municipality of Temagami**

**Memo No.**  
2020-M-080

**Memorandum to Council**

**Subject:** MOU Committee Membership

**Agenda Date:** July 16, 2020

**Attachments:**

**RECOMMENDATION**

BE IT RESOLVED THAT Council appoint Deputy Mayor Dwyer to the MOU Committee.

**INFORMATION**

Presently, the membership on the MOU Committee is Mayor O'Mara and Councillor Leudke.

Deputy Mayor Dwyer has expressed interest to be the third Member of Council on this Committee. Administration has not heard from other Members of Council regarding their potential interest to be the third Member of this Committee.

**Respectfully Submitted:**  
**Craig Davidson**  
**Treasurer/Administrator**





Corporation of the Municipality of Temagami

**Memo No.**  
2020-M- 081

**Memorandum to Council**

**Subject:** Installation of Needle Disposal Containers

**Agenda Date:** July 16, 2020

**Attachments:**

**RECOMMENDATION**

BE IT RESOLVED That Council directs Staff to develop a Bio-Hazard Policy.

**INFORMATION**

The main purpose of this memo is to provide information to support the development of proper needle disposal policies and procedures in non-healthcare settings.

Proper disposal of needles that have been used to inject drugs involves several steps that include the appropriate collecting, carrying, storing, transferring and disposing of biomedical waste. The proper disposal of used needles prevents re-using and sharing of needles, prevents needle stick injuries, and limits the number of discarded needles found in the community. Not having a convenient place to dispose needles can result in their being improperly discarded in public places.

Needle disposal boxes are designed for the containment of used needles. They can be made from a variety of materials and come in a wide range of sizes, ranging from small portable containers to medium-sized wall mounted boxes to large drop box units designed to be placed outdoors.

Biomedical Waste Disposal in Ontario is regulated by the Ministry of the Environment and Climate Change through the Environmental Protection Act (*EPA*). Recommendations in *The Management of Biomedical Waste in Ontario* guidelines must be followed by organizations that are biomedical waste generators, carriers, or receivers. The guidelines have specific sections that apply to biomedical waste generators, carriers and receivers of biomedical waste.

**Storage:**

When biomedical waste is centrally stored before transportation to future disposal sites, it should be stored in an area that is:

- Secure, not accessible to the general public, and not adjacent to supply storage areas or areas used for food preparation or consumption; and
- Clearly marked with the universal biohazard symbol

**Transportation and Final Disposal:**

- Biomedical waste may only be transported by an organization or waste management company for which a waste management system certificate of approval has been issued under the EPA, through registration with HWIN. Certificates of approval may include the kind of vehicle standards that must be adhered to such as the need for locked and cleanable storage compartments for the safe transportation of needle boxes. In general, vehicles must be appropriately designed and outfitted to accommodate the biomedical waste to be transported in the vehicle. Final disposal can only be carried out by accredited waste management companies.

Currently, one incident was reported back in February on a Saturday morning. Is this one incident warranted to install sharps containers throughout the municipality?

### **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/A ☒

This item has not been approved in the 2020 budget. Should Council wish to proceed with a policy, it is anticipated that the containers and brackets will cost \$2,011.40 this does not include installation, HWIN license and a contractor to pick up the Biomedical Waste.

### **ALTERNATIVES**

No alternatives were considered during the preparation of this memo.

**Prepared and  
Submitted by:**

**Deb Larochelle,  
Public Works Clerk**

**Reviewed and Accepted for  
Council Consideration by:**

**Craig Davidson  
Treasurer/Administrator**



- |    |                                |             |
|----|--------------------------------|-------------|
| 1. | Online Canada Day Announcement | Reach 3,934 |
| 2. | National Canada Day Schedule   | Reach 480   |
| 3. | Temagami Local Online Schedule | Reach 2,563 |
| 4. | Mayor's Greeting               | Reach 1,507 |

Total of all posts reach = **15,552**

1. Online Canada Day Announcement
2. National Canada Day Schedule
3. Temagami Local Online Schedule
4. Mayor's Greeting
5. 12:00 Heritage Canada Listings Of Canada Day Events
6. 12:15 Walk Off The Earth - O Canada
7. 12:30 Explaining Canada Day to Americans
8. 12:45 Survivorman – Temagami
9. 1:00 Maple Leaf Origami
10. 1:15 History of Temagami Train Station
11. 1:30 Temagami 1951
12. 1:45 Joni Mitchell - A Case Of You
13. 2:00 Wayne Potts - Lil' Trapping Village
14. 2:15 Paul Henderson 1972 summit goal
15. 2:30 The Sweater
16. 2:45 Tragically Hip in Kirkland Lake
17. 3:00 Doug Adams Cleans Fish
18. 3:15 The Bizarre History Of O Canada
19. 3:30 Temagami – 1956
20. 3:45 2002 Women's Hockey Gold Medal
21. 4:00 Camper Christina - Temagami

22. 4:15 What Lies Beneath North Bay
23. 4:30 The Cat Came Back
24. 5:00 David Laronde - More Precious Than Gold
25. 5:15 World's Collide - The Story of Us
26. 5:30 The Log Driver's Waltz
27. 5:45 101 Facts About Canada
28. 6:00 Temagami Canoe Company
29. 6:15 Jen O'Shea Tower Climb
30. 6:30 Big Pierre - Log Drive
31. 6:45 Fish Temagami
32. 7:00 Eight Thunderbird Singers - Snaggin' Song
33. 7:15 Ice Road
34. 7:30 Duane Paul at the 2015 Deepwater Festival
35. 7:45 10 Minute History of Canada
36. 8:00 Winter Sasquatch Safety
37. 8:15 Canada's Greatest Murder Mystery
38. 8:30 Boating Temagami
39. 8:45 Benjamin's Dream
40. 9:00 A Living Title To The Land
41. 9:15 Raptors at NBA finals
42. 9:30 The Terry Fox Story
43. 9:45 Chris Hadfield Debunks Space Myths
44. 10:00 Canada Invents Peanut Butter
45. 10:15 Grey Owl
46. 10:30 Jay Silverheels
47. 10:45 The Circus Riot
48. 11:00 Northern Lights
49. 11:15 The Great White North with Ian Thomas
50. 11:30 Red Green - Snowed In
51. 11:45 Plasmatics on Fishin' Musician
52. 12:00 Hilarious House of Frightenstein First Episode Post



**Corporation of the Municipality of Temagami**

**Memorandum to Council**

**Memo No.**  
2019-M-082

☒ **Staff**  
☐ **Committee**

<b>Subject:</b>	Resolution from the Municipality of Mississippi Mills
<b>Agenda Date:</b>	<b>July 16, 2020</b>
<b>Attachments:</b>	Correspondences

**RECOMMENDATION**

BE IT RESOLVED THAT Council receive Memo No. 2019-M-082;

AND FURTHER THAT Council supports resolution no. 246-20 dated June 19, 2020 passed by the Council of the Municipality of Mississippi Mills regarding the need to make substantial investments in high-speed internet connectivity in rural areas of Ontario.

**Respectfully Submitted:**  
**Suzie Fournier**  
**Municipal Clerk**



## CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

3131 OLD PERTH ROAD • PO BOX 400 • RR 2 • ALMONTE ON • K0A 1A0

PHONE: 613-256-2064  
FAX: 613-256-4887  
WEBSITE: [www.mississippimills.ca](http://www.mississippimills.ca)

### **VIA E-MAIL**

June 19, 2020

Hon. Doug Ford  
Premier of Ontario  
[doug.fordco@pc.ola.org](mailto:doug.fordco@pc.ola.org)

Hon. Steve Clark  
Minister of Municipal Affairs and Housing  
[minister.mah@ontario.ca](mailto:minister.mah@ontario.ca)

Hon. Vic Fedeli  
Minister of Economic Development, Job Creation and Trade  
[MEDJCT.Minister@ontario.ca](mailto:MEDJCT.Minister@ontario.ca)

Hon. Lisa MacLeod  
Minister of Heritage, Sport, Tourism and Culture Industries  
[Minister.MacLeod@ontario.ca](mailto:Minister.MacLeod@ontario.ca)

Hon. Stephen Lecce  
Minister of Education  
[minister.edu@ontario.ca](mailto:minister.edu@ontario.ca)

Hon. Laurie Scott  
Minister of Infrastructure  
[laurie.scottco@pc.ola.org](mailto:laurie.scottco@pc.ola.org)

Dear Premier and Ministers,

### **RE: Support for Rural Broadband**

---

On behalf of the Council of the Corporation of the Municipality of Mississippi Mills, this is to advise you that the following resolution was adopted by Council at its meeting held on June 16, 2020.

**Resolution No. 246-20**  
**Moved by Councillor Maydan**  
**Seconded by Councillor Dalgity**

**WHEREAS** in December 2016 the Canadian Radio-television and Telecommunications Commission declared broadband internet an essential service for Canadians;

**AND WHEREAS** access to internet in many rural communities in Ontario is limited or non-existent;

**AND WHEREAS** current broadband investment projects across Ontario will still leave many residents unserved;

**AND WHEREAS** the COVID-19 pandemic has underscored the digital divide leaving many rural residents unable to participate in e-commerce, online schooling, are unable to move businesses online or access healthcare and other services online;

**AND WHEREAS** communities and municipalities are developing economic recovery plans;

**AND WHEREAS** there may be potential federal and provincial funding for shovel-ready infrastructure programs to kick-start the economy;


**THEREFORE BE IT RESOLVED THAT** the Municipality of Mississippi Mills calls on the provincial and federal governments to include rural broadband investment as part of the economic recovery shovel-ready projects for municipalities;

**AND THAT** Council direct staff to circulate this resolution to the Prime Minister of Canada; the Federal Minister of Rural Economic Development; the Federal Minister of Innovation, Science and Industry; the Federal Minister of Economic Development; the Minister of Infrastructure and Communities; the Federal Minister of Health; the Premier of Ontario; the Minister of Municipal Affairs; the Minister of Economic Development, Job Creation and Trade; the Minister of Heritage, Sport, Tourism and Culture Industries; the Minister of Education; the Minister of Infrastructure; and all Ontario Municipalities; the Association of Rural Municipalities of Ontario; the Association of Municipalities of Ontario and The Federation of Canadian Municipalities.

**CARRIED**

Should you have any questions please feel free to follow up with our office directly at 613-256-2064 or [jharfield@mississippimills.ca](mailto:jharfield@mississippimills.ca)

Kind Regards,

  
Jeanne Harfield  
Clerk



**Corporation of the Municipality of Temagami**

**Memorandum to Council**

**Memo No.**  
2019-M-083

☒ **Staff**  
☐ **Committee**

**Subject:** Resolution from the Corporation of the City of Sarnia

**Agenda Date:** July 16, 2020

**Attachments:** Correspondence

**RECOMMENDATION**

BE IT RESOLVED THAT Council receive Memo No. 2019-M-083;

AND FURTHER THAT Council supports resolution dated June 22, 2020 passed by the Council of the Sarnia City regarding Long Term Care Homes in Ontario.

**INFORMATION**

Correspondences has been received from the Corporation of the City of Sonia regarding the Long Term Care Homes in Ontario exposed by the pandemic.

**Respectfully Submitted:**  
**Suzie Fournier**  
**Municipal Clerk**





**THE CORPORATION OF THE CITY OF SARNIA  
City Clerk's Office**

255 Christina Street N. PO Box 3018  
Sarnia ON Canada N7T 7N2  
519 332-0330 519 332-3995 (fax)  
519 332-2664 (TTY)  
[www.sarnia.ca](http://www.sarnia.ca) [clerks@sarnia.ca](mailto:clerks@sarnia.ca)

June 24, 2020

To: All Ontario Municipalities

**Re: Long Term Care Home Improvements**

At its meeting held on June 22, 2020, Sarnia City Council adopted the following resolution submitted by Councillor Margaret Bird with respect to the conditions in Long Term Care homes exposed by the pandemic:

***That due to the deplorable conditions exposed by the pandemic in LTC homes in the province, and because this is a time for action, not just continuous streams of investigations, commissions and committees, and because the problems have been clearly identified, that Sarnia City Council direct staff to send this motion to the 444 Ontario Municipalities, asking them to urge Premier Ford to start implementing the required resolutions immediately, as follows:***

- 1. increasing hours for all part-time and casual labour***
- 2. since the government provides funding for privately-operated homes, they have an obligation to inspect these homes and see that they are being properly run, and that funds are being used for the benefit of the residents and not the huge profitability of the operators, and***
- 3. to end the neglect and unacceptable conditions being experienced, each day, by our vulnerable seniors.***

Sarnia City Council respectfully seeks your endorsement of this resolution. If your municipal council endorses this resolution, we would request that a copy of the resolution be forwarded to the following:

Doug Ford, Premier of Ontario; and

City of Sarnia, City Clerk's Office  
[clerks@sarnia.ca](mailto:clerks@sarnia.ca)

Sincerely,



Dianne Gould-Brown  
City Clerk

cc: AMO



**Corporation of the Municipality of Temagami**

**Memorandum to Council**

**Memo No.**  
2019-M-084

☒ **Staff**  
☐ **Committee**

<b>Subject:</b>	Resolution from the Corporation of the City of North Bay
<b>Agenda Date:</b>	<b>July 16, 2020</b>
<b>Attachments:</b>	Letter from North Bay

**RECOMMENDATION**

BE IT RESOLVED THAT Council receive Memo No. 2019-M-084;

AND FURTHER THAT Council supports resolution no.2020-200(a) & (b) dated June 30, 2020 passed by the Council of the Corporation of the City of North Bay regarding the Federation of Canadian Municipalities (FMC) request to the Federal Government to support communities with a minimum \$10-billion funding for emergency operational support.

**Respectfully Submitted:**  
**Suzie Fournier**  
**Municipal Clerk**



**The Corporation of the  
City of North Bay**

200 McIntyre St. East  
P.O. Box 360  
North Bay, Ontario  
Canada P1B 8H8  
Tel: 705 474-0400

OFFICE OF THE CITY CLERK  
CORPORATE SERVICES DIVISION  
Direct Line: (705) 474-0626, ext. 2510  
Fax Line: (705) 495-4353  
E-mail: karen.mcisaac@cityofnorthbay.ca

02 July 2020

The Right Honourable Justin Trudeau  
Office of the Prime Minister of Canada  
80 Wellington Street  
Ottawa, ON K1A 0A2

Dear Right Honourable Prime Minister Trudeau:

This is Resolution No. 2020-200(a)&(b) which was unanimously passed by Council at its Regular Meeting held Tuesday, June 30, 2020.

Resolution No. 2020-200(a)&(b):

"Whereas the current COVID-19 pandemic will have an impact on Municipalities;

And Whereas Municipalities are not allowed to budget for a deficit, and will face challenges with reduced revenues, potential challenges with the tax base ability to pay, and the cost of local essential services our citizens rely on;

And Whereas the Federation of Canadian Municipalities (FCM) has put forward a request to the Federal Government to support communities with a minimum \$10-billion funding for emergency operational support.

Therefore Be It Resolved that the City of North Bay support the FCM's request with a letter to the Prime Minister, as well as the Minister of Infrastructure and Communities;

Further that a request for similar support from the Federation of Northern Ontario Municipalities, Association of Municipalities of Ontario, MP Anthony Rota, Members of the Opposition, MPP Victor Fedeli and neighbouring Municipalities."

Yours truly,

Jenn Montreuil  
Deputy City Clerk

JM/ck

cc: Hon. Catherine McKenna, Minister of Infrastructure and Communities  
Federation of Northern Ontario Municipalities  
Association of Municipalities of Ontario  
Anthony Rota, MP  
Hon. Jagmeet Singh, Leader of the Opposition NDP  
Hon. Andrew Scheer, Leader of the Opposition PC  
Hon. Jo-Ann Roberts, Interim Leader of the Opposition Green Party  
Hon. Mario Beaulieu, Interim Leader of the Bloc Quebecois  
Victor Fedeli, MPP  
Neighbouring Municipalities (12)

# **THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI**

## **Off-Road Vehicle By-law 20-1514, as amended**

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### **Being a By-law to Permit Off-Road Vehicles on Municipal Roads**

---

**WHEREAS**, the Highway Traffic Act, R. S. O. 1990, Section 191.8, subsection (3), Chapter H. 8, as amended, provides that Council of a municipality may pass by-laws;

- a) Permitting the operation of off-road vehicles or classes of off-road vehicles on any highway within the municipality that is under the jurisdiction of the municipality, or on any part or parts of such highway, subject to any limitations prescribed under clause (2.1) (b); and
- b) Prescribing a lower rate of speed for off-road vehicles than that prescribed for off-road vehicles by regulation on any highway within the municipality that is under its jurisdiction, or on any part or parts of such highway, including prescribing different rates of speed for different highways or parts of highways. 2019, c. 14, Sched. 16, s. 15 (4).

**AND WHEREAS** according to Section 425 (1) of the Municipal Act, 2001, S.O., c. 25, as amended, by-laws may be passed by all municipalities and by police services boards for providing that any person who contravenes any by-law of the municipality or of the board, as the case may be, passed under this Act, is guilty of an offence.

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

#### **I. DEFINITIONS:**

In this by-law;

**“all-terrain vehicle”** means an off-road vehicle that,

- (a) has four wheels, the tires of which are all in contact with the ground,
- (b) has steering handlebars,
- (c) has a seat that is designed to be straddled by the driver, and
- (d) is designed to carry,
  - (i) a driver only and no passengers, or
  - (ii) a driver and only one passenger, if the vehicle,
    - (A) has one passenger seat that is designed to be straddled by the passenger while sitting facing forward behind the driver, and
    - (B) is equipped with foot rests for the passenger that are separate from the foot rests for the driver;

**“extreme terrain vehicle”** means an off-road vehicle that,

- (a) has six or eight wheels, the tires of which are all in contact with the ground,
- (b) has no tracks that are in contact with the ground,

- (c) has seats that are not designed to be straddled, and
- (d) has a minimum cargo capacity of 159 kilograms;

**“highway”** includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof;

**“multi-purpose off-highway utility vehicle”** means an off-road vehicle that,

- (a) has four or more wheels, the tires of which are all in contact with the ground,
- (b) has a steering wheel for steering control,
- (c) has seats that are not designed to be straddled, and
- (d) has a minimum cargo capacity of 159 kilograms;

**“off-road motorcycle”** means an off-road vehicle, designed primarily for recreational use, that,

- (a) has steering handlebars,
- (b) has two wheels, the tires of which are all in contact with the ground,
- (c) has a minimum wheel rim diameter of 250 millimetres,
- (d) has a minimum wheelbase of 1,016 millimetres,
- (e) has a seat that is designed to be straddled by the driver,
- (f) is designed to carry a driver only and no passengers, and
- (g) does not have a sidecar;

**“off-road vehicle”** has the same meaning as in the *Off-Road Vehicles Act* and includes an all-terrain vehicle, extreme terrain vehicle, multi-purpose off-highway utility vehicle, off-road motorcycle, and a “recreational off-highway vehicle”

**“recreational off-road vehicle”** means an off-road vehicle that,

- (a) has four or more wheels, the tires of which are all in contact with the ground,
- (b) has a steering wheel for steering control,
- (c) has seats that are not designed to be straddled, and
- (d) has an engine displacement equal to or less than 1,000 cubic centimetres;

## **II. REGULATION OF OFF-ROAD VEHICLES ON HIGHWAYS:**

1. Off-road vehicles as defined shall be permitted on all municipal roads within the Municipality of Temagami under and in accordance with Ontario Regulation 316/03 of the Highway Traffic Act and the Off-Road Vehicle Act as amended.
2. An Off-road vehicle shall not be operated on highways unless it meets the equipment requirements as defined in Section 7 to 15 of O Reg. 316/03 and it is operated in accordance with section 16 to 24 of O. Reg. 316/03 S. 6.
3. The off-road vehicle shall not be driven at a rate of speed greater than:
  - a) 20 kilometres per hour on any road if the speed limit established under the Highway Traffic Act or by Municipal Traffic By-law for any part of a highway which has a speed limit of 50km per hour or less; or

- b) 50 kilometres per hour, if the speed limit established under the Highway Traffic Act or by Municipal Traffic By-law for any part of a highway which is greater than 50 kilometres per hour.
- 4. No driver of an off-road vehicle shall operate without valid insurance coverage on said vehicle upon any municipal road or property covered by this by-law.
- 5. No driver of an off-road vehicle shall operate on any municipal road or property covered by this by-law without licensing such vehicle.
- 6. Driver must operate off-road vehicle in same direction as traffic.

### **III. GENERAL PROVISIONS OF THIS BY-LAW:**

- 1. No person shall interfere or obstruct an officer carrying out his/her duties while enforcing this by-law.
- 2. Any person who contravenes any of the provisions of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for under the Highway Traffic Act or the penalty as provided in section 61 of the Provincial Offences Act R. S. O. 1990 Chapter 33 as amended from time to time, as applicable.
- 3. By-law No. 15-1257 is hereby repealed and replaced.
- 4. The Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to this by-law, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
- 5. This by-law shall come into force and take effect upon the final passing thereof.

TAKEN AS FIRST READ on this 16<sup>th</sup> day of July, 2020.

READ A SECOND AND THIRD time and finally passed this 16<sup>th</sup> day of July 2020.

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MAYOR

---

CLERK

**THE CORPORATION OF THE  
MUNICIPALITY OF TEMAGAMI**

**BY-LAW NO. 20-1515, as amended**

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**Being a By-law to Amend Schedule “A” of Building By-law 08-782, as amended**

---

**WHEREAS** Section 7 of the Building Code Act, S.O.1992, as amended authorizes the Municipality to establish By-laws respecting Construction, Demolition and Change of Use Permits, Inspections, and to prescribe the amounts of the fees;

**AND WHEREAS** the Council of the Corporation of the Municipality of Temagami enacted By-law 08-872 on the 22<sup>nd</sup> day of May, 2008 and now deems it desirable to delete Schedule “A” of By-law 08-782 and maintain a Fees and Charges By-law 20-1512, as amended;

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

1. That Schedule “A” to Building By-law 08-782, as amended, be hereby repealed.
2. That the prescribed fees for the Building By-law 08-872, as amended, be added to the User Fee By-law # 20-1512, as amended, Schedule “K”
3. That this by-law shall come into force on the date of final passing thereof.
4. That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

TAKEN AS READ A FIRST time on this 16<sup>th</sup> day of July 2020.

READ A SECOND AND THIRD time and finally passed this 16<sup>th</sup> day of July 2020.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk



**THE CORPORATION OF THE  
MUNICIPALITY OF TEMAGAMI**

**BY-LAW NO. 20-1516**

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**Being a by-law to Establish the Tariff Fee Schedule for Planning related matters and to repeal Schedule  
“A” of By-law 06-684**

---

**WHEREAS** under Section 69 of the Planning Act, Ch. P13, R.S.O. 1990 states that Council of a municipality may by By-law prescribe tariff fees for the processing of applications made in respect of planning matters;

**NOW THEREFORE THE COUNCIL OF THE CORPORATION MUNICIPALITY OF TEMAGAMI  
HEREBY ENACTS AS FOLLOWS:**

1. “THAT The Planning Application Fees for the Municipality of Temagami shall be as specified on Schedule “A” attached to this By-law” shall be deleted and replaced with “THAT The Planning Application Fees for the Municipality of Temagami shall be as specified on Schedule “L” of the User Fee By-law, 20-1512, as amended”.
2. Schedule “A” to By-law No. 06-684 is hereby repealed:
3. THAT this By-law shall come into full force and effect upon final passing thereof.
4. That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

READ a First time on this 16th day of July, 2020.

READ a Second and Third time and finally passed on this 16<sup>th</sup> day of July, 2020

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

# THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

## BY-LAW NO. 20-1517

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### Being a By-law for Regulating the Use of Municipal Owned Docks

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**WHEREAS** the *Municipal Act, 2001*, S.O. 2001, c.25 (hereinafter the “Municipal Act, 2001”) provides that a municipality may pass by-laws within the following spheres of jurisdiction: Highways, including parking and traffic on highways at section 11(1) 1; Culture, parks, recreation and heritage at section 11(1) 5 and Structures, including fences and signs at section 11(1) 7;

**AND WHEREAS** section 8 of the Municipal Act, 2001 provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Municipal Act;

**AND WHEREAS** section 9(1) of the Municipal Act, 2001 provides that sections 8 and 11 shall be interpreted broadly so as to confer broad authority on municipalities to (a) enable them to govern their affairs as they consider appropriate, and (b) enhance their ability to respond to municipal issues;

**AND WHEREAS** section 391(c) of the Municipal Act, 2001 provides that a municipality may pass by-laws imposing fees or charges on any class of persons for the use of its property including property under its control;

**AND WHEREAS** section 427(1) of the Municipal Act, 2001 provides that a municipality may proceed to do things at a person's expense which that person is otherwise required to do under a by-law or otherwise but has failed to do;

**AND WHEREAS** section 427(3) of the Municipal Act, 2001 provides that the costs incurred by a municipality in doing a thing or matter under section 427(1) may be recovered by adding the costs to the tax roll and collecting them in the same manner as taxes;

**AND WHEREAS** the Corporation deems it desirable to, from time to time, set rates for the use of municipal docks located on Lake Temagami directly behind the Municipal Office.

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

1. That users of the Municipal Docking Slips pay the appropriate fees in accordance with the “User Fee By-law 20-1512, as amended, Schedule “F”.

2. That the attached Mooring/License Agreement, shown as Schedule “A” attached hereto and forming part of this By-law, be completed prior to the rental of a docking space.
3. That should a boat be found at a municipal docking slip without paying the proper rate as specified in the User Fee By-law 20-1512, as amended, Schedule “F, and/or without filling in the proper documentation as attached as Schedule “A” to this By-law, the municipality is hereby authorized to have it removed at the owner’s risk and cost.
4. That should a boat be found at the Day Use Only area overnight, the municipality is hereby authorized to have it removed at the owner’s risk and cost.
5. The charge for having a boat moored at a municipal docking slip without authorization is \$250.00.
6. All expenses incurred by the Municipality in connection with the enforcement of this by-law shall be paid prior to the release of the boat from municipal control and in the event of failure to pay the entire amount due and at the discretion of the Municipality, the outstanding balance of the invoice may thereafter be added to the tax roll as of the year in which the expenses occurred.
7. The Municipality may also recover all expenses owing under this by-law by a court action as a debt due to the Municipality.
8. That By-law No. 05-610, as amended, is hereby repealed and replaced by By-law 20-151.

**READ** a first and second time this 16<sup>th</sup> day of July, 2020.

**READ** a third time and finally passed this 16<sup>th</sup> day of July, 2020

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MAYOR

---

CLERK

# **THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI**

**BY-LAW NO. 20-1518**

---

## **Being a by-law to authorize the a purchase of a trademark**

---

**WHEREAS** under Section 8 (1) of the Municipal Act, 2001, S.O., 2001, c.25, as amended, the powers of a municipality under this or any other Act shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** under Section 9 of the Municipal Act, 2001, S.O., 2001, c.25, as amended, a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other act;

**AND WHEREAS** the Council of the Municipality of Temagami deems it desirable to purchase the trademark of Temagami Dry, including the right to production of the various product lines;

**AND WHEREAS** the Council of the Municipality of Temagami deems it desirable to licence the use of this trademark;

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

1. THAT the Mayor be authorized offer to purchase the trademark of Temagami Dry and associated product lines in an amount not to exceed \$7,500.00;
2. THAT Staff be directed to develop appropriate procedures for enhancing and diversifying the product lines associated with this trademark;
3. THAT Staff be directed to develop appropriate licence agreements for the purpose of licencing the use of the trademark;
4. That this bylaw shall come into force and take effect upon final passing thereof.
5. That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

BE TAKEN AS READ A FIRST time on this 16<sup>th</sup> day of July, 2020.

READ A SECOND AND THIRD time and finally passed this 16<sup>th</sup> day of July, 2020.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Clerk

# **THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI**

**BY-LAW NO. 20-1519**

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**Being a by-law to authorize the an Agency Agreement between CHUMS Financing Corporation and Local Authority Services, as Agent, and Eligible Investors with respect to “ONE Investment” and to authorize the Treasurer to execute the necessary documents from time to time for that purpose**

---

**WHEREAS** the Municipal Act provides that the power of a municipality to invest money includes the power to enter into an agreement with any other municipality, school board, college, university, hospital or such other person or classes of them as may be prescribed by regulation for the joint investment of money be those parties or their agents;

**AND WHEREAS** the Municipality of Temagami proposes to enter into an Agency Agreement between CHUMS Financing Corporation, a duly incorporated wholly-owned subsidiary of the Municipal Finance Officers’ Association of Ontario, and Local Authority Services (LAS), a duly incorporated subsidiary of the Association of Municipalities of Ontario, as Agent, and Eligible Investors, and defined therein, to permit the Municipality of Temagami to be an investor through “ONE Investment” for joint investments as set out in the various schedules to the Agency Agreement (the “Portfolios”);

**AND WHEREAS** the Council of the Municipality of Temagami deems it to be in the interest of the Municipality of Temagami to enter into the Agency Agreement and to enroll in one or more of the ONE Investment portfolios;

**AND WHEREAS** the investment guidelines of the Agent comply with the Corporation’s investment policies and goals;

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

1. THAT the Agency Agreement is hereby authorized substantially in the form made available to Council at its meeting held on the 16<sup>th</sup> day of July, 2020;
2. THAT the Treasurer be authorized and directed to enter into and execute the Agency Agreement and any other necessary documents, including without limitation, enrolment documents and documents in connection with payment services for the Portfolios, and to do anything necessary or desirable, initially and on an ongoing basis, on behalf of the Corporation of the Municipality of Temagami, to give effect to the purpose;
3. THAT the Treasurer is authorized to affix the corporate seal of the Corporation of the Municipality of Temagami to the Agency Agreement and any other documents which are necessary or desirable to give effect to the Agency Agreement or the purpose;
4. That this bylaw shall come into force and take effect upon final passing thereof.
5. That the Clerk of the Municipality of Temagami is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the by-law and

schedule, after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.

BE TAKEN AS READ A FIRST time on this 16<sup>th</sup> day of July, 2020.

READ A SECOND AND THIRD time and finally passed this 16<sup>th</sup> day of July, 2020.

---

Mayor

---

Clerk



**Corporation of the Municipality of Temagami**

**Memo No.**  
2020-M-072

**Memorandum to Council**

**Subject:** Advisory Committees

**Agenda Date:** July 16, 2020

**Attachments:**

**RECOMMENDATION**

BE IT RESOLVED THAT Council defer the discussion on advisory committees until September when the Service Delivery Review and Waste Management Master Plan reports are discussed.

**INFORMATION**

From the Notice of Motion made by Councillor Shymko the request put forward is to (re) establish and Economic Development Advisory Committee and a Tourism Advisory Committee.

The Economic Development Advisory Committee is suggested to meet quarterly representing sectors of our local economy that would be set out in the Committee's terms of reference. The Committee would be charged with identifying and implementing programs and initiatives that help stimulate and grow our local economy.

The Tourism Advisory Committee would provide advice to Council on tourism services, activities and initiatives to promote the municipality and surrounding area. The Committee would represent a variety of Tourism stakeholders and will work with Staff to further tourism-focused strategic goals and initiatives as set out by Council.

Some of the recommendations made in the draft Strategic Plan are similar to these. Council has yet to have a discussion about the Strategic Plan recommendations and establishing priorities. These were delayed with the response to the COVID-19 Pandemic. Also, we are presently just started the Service Delivery Review and the Waste Management Master Plan. All three of these will provide information to future structures and operations of the Municipality. As well, at the last meeting, the idea of an Economic Development Corporation was introduced. Should this idea prove to have merit it may be the more appropriate facility to funnel tourism and economic development activities through.

With the timing of the Service Delivery Review and the Waste Management Plan, reports are expected to be available for Council discussion in September. Including all possible structural changes in the advisory and governance model until that time would ensure appropriate allocation of Municipal resources (including Staff). Depending on the structure and the number of Committee's Council approves, there may be the need to increase our Staff compliment.

**Respectfully Submitted:**  
**Craig Davidson**  
**Treasurer/Administrator**



**Corporation of the Municipality of Temagami**

**Memo No.**  
2020-M-073

**Memorandum to Council**

**Subject:** Youth Advisory Committee

**Agenda Date:** July 16, 2020

**Attachments:**

**RECOMMENDATION**

BE IT RESOLVED THAT Council direct Staff to develop terms of reference for a Youth Advisory Committee that can be further defined after meeting with the Youth;

AND FURTHER THAT these terms of reference be available at the next meeting for Council's consideration.

**INFORMATION**

From Councillor Shymko, the benefits of a Youth Advisory Committee include

1. Provide our Youth with a better understanding of municipal politics;
2. Present the opportunity for Youth to provide input on Council initiatives;
3. Establish Youth related priorities annually for recommendation to Council;
4. Foster Youth returning to the community after the completion of post-secondary education by giving them real ownership in the future development of the municipality (sense of community);
5. Promote a positive recognition of Youth in the community;
6. Provide an annual report to Council on the state of projects and activities and goals for the longer term;
7. Establish intergenerational and meaningful relationships between our Youth, Staff and Elected Officials;
8. Provide an opportunity to Youth in the community to earn their mandatory volunteer hours; and
9. Provide Staff training opportunities to help facilitate employee transition and departure plans.

Apart from providing advice to Council, a Youth Committee could assume responsibility for certain activities in the Municipality. Whether this be 'Sunday Afternoon Movies' or 'Friday Night Games Night' in the Community Centre, the Municipality could provide the facilities that would provide Youth the freedom to plan and participate in community recreation events. Should some events (trivia night for example) be open to the general public, even better.

While Council would provide the framework and assign responsibilities to the Committee, this should be after the initial 'general interest' meeting where the Youth have the ability to put their thoughts forward as to what they would like to have the responsibility for.

Committees are required to have terms of reference when they are established. Without putting too many obstacles to the Committee's success, it is recommended that loose terms of reference be established with a meeting of the Youth, hosted by the Municipality that would allow for these terms to be more defined. By moving in this way, Council may be pleasantly surprised the thoughts and concepts that our Youth put forward.

**Respectfully Submitted:**  
**Craig Davidson**  
**Treasurer/Administrator**





## Corporation of the Municipality of Temagami

**Memo No.**  
2020-M-074

### Memorandum to Council

**Subject:** Procedural By-Law Amendments

**Agenda Date:** July 16, 2020

**Attachments:**

#### **RECOMMENDATION**

BE IT RESOLVED THAT Council direct Staff to make appropriate amendments to the Procedural By-Law to be considered at a Special Meeting of Council called by the Mayor once Ontario Bill 197 – The COVID Economic Recovery Act, 2020 receives Royal Assent.

#### **INFORMATION**

On July 8 the Provincial Government introduced Bill 197 The COVID Economic Recovery Act, 2020. This Act would amend several pieces of legislation. As this moves through the Legislature and receives Royal Assent we will no doubt be highlighting other changes as it alters legislation from the Municipal Act to the Environmental Assessment Act to the Planning Act, to name but three.

Regarding changes to the Municipal Act, the change would permit electronic participation similar to the liberties that were extended at the start of the Provincial Emergency Declaration in that Members participating electronically in meetings can be counted towards quorum and that Members are able to participate in closed sessions electronically. The act does require municipalities adjust their Procedural By-Laws to permit this. This change can be made at a Special Meeting of Council, which can be held electronically.

Earlier, we had created Schedule H to the Procedural By-Law which permitted electronic meetings of Council during a declared emergency. With the changes introduced by Bill 197, this schedule can be removed and the areas in the By-Law that deal with electronic participation can be altered to provide a new standard that is in line with the Legislation as amended.

At the same time, Schedule G – Audio Recording Policy of the Procedural By-Law can be altered should Council wish. While Staff will be altering the format of electronic participation to include Zoom, or other similar electronic meeting services, unless Council wants to move from the standard of recording audio only and making the audio recording available via the website, Schedule G may not have to change. At the last meeting of Council it appeared to be the case that most were comfortable with the present standard of recording and posting audio to the website rather than moving to the standard of streaming and/or recording and posting the video record of the meeting. Some also expressed concern that the intent of sharing these audio meeting records is not always respected as sound bites have been reported to be created, manipulated and shared rather than the audio record being used to inform the Public of the proceedings of Council in a full and unaltered fashion.

Assuming Council moves to a more permanent electronic meeting it could be considered that the Public has greater access to view the proceedings of Council as they would have the same ability by logging in to the meeting as they would have attending a meeting in person in the Council Chambers. They would still be able to address Council as unregistered delegations and ask questions during the question period at the end of the meeting provided the topics of either appear on the agenda for that meeting. While no change needs to be made to Schedule G, Council is free to consider whether making attendance at virtual Council meetings removes the barriers that the audio recording was trying to resolve.

Also, assuming at some point that Council meetings will be hosted in the Council Chambers, the By-Law presented for Council's consideration will be adjusted to include the use of Zoom, or other similar electronic meeting services, so that even if all Members are present in the Chamber the Public will still be able to access the meeting and view the proceedings from the comfort of their home.

As it relates to electronic participation and the new legislation that has been introduced into the Legislature, apart from incorporating what is now Schedule H (electronic participation during a declared emergency) into the other parts of the Procedural By-Law nothing else needs to change.

One other change that Council could consider is the addition of the ability for a Member who will be absent for a meeting to appoint a proxy. There are some rules in the draft legislation as well as the requirement for the Clerk to develop municipal specific rules should Council wish to incorporate the use of proxies in this fashion. With the move to a more electronic meeting the need for proxy voting to be considered may not be warranted.

**Respectfully Submitted:**  
**Craig Davidson**  
**Treasurer/Administrator**

## 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.

# **THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI**

## **BY-LAW NO. 20-1520**

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

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**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 July 16, 2020 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 16th day of July, 2020.

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Mayor

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Clerk