



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
REGULAR COUNCIL MEETING
AGENDA

Thursday, August 27, 2020, 6:30 P.M.

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

Pages

1. CALL TO ORDER AND ROLL CALL

2. ADOPTION OF THE AGENDA

Draft Motion:

BE IT RESOLVED THAT the Regular Council Agenda dated August 27th be adopted as presented/amended.

3. DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

4. REPORT FROM CLOSED SESSIONS

5. ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS

5.1 DRAFT Regular Council Meeting - August 06, 2020

1

6. BUSINESS ARISING FROM THE MINUTES

7. DELEGATIONS/PRESENTATIONS

7.1 Registered Delegations - With Presentations

7.2 Invited Presentations

7.3 Registered Delegations - Without Presentations

7.4 Unregistered Delegations

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

8. CONSENT AGENDA ITEMS

Draft Motion:

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

8.1 Staff Report(s) for Information:

8.2 Correspondence for Information:

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

Draft Motion:

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

meeting;

1.	Ministry of Municipal Affairs and Housing	9
	RE: Letter from Minister Steve Clerk	
2.	Ministry of Energy, Northern Development and Mines	12
	RE: Letter from Director of Exploration Clara Lauziere	
3.	Ministry of Natural Resources and Forestry	13
	RE: Letter from Minister John Yakabuski	
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.	Temagami Police Services Board - May 2020 Minutes	15
9.	<u>STAFF REPORTS</u>	
9.1	Marten River Fire Department Report - July 2020	19
	Draft Motion:	
	BE IT RESOLVED THAT Council receive the report from Marten River Fire Department for the month of July, 2020.	
9.2	Temagami Fire Department Report - July 2020	21
	Draft Motion:	
	BE IT RESOLVED THAT Council receive the report from Temagami Fire Department for the month of July, 2020	
9.3	Public Works Department Report - May to August 2020	22
	Draft Motion:	
	BE IT RESOLVED THAT Council receive the reports from Public Works Department for the months of May, June, July and August, 2020.	
9.4	2020-M-099 Treasurer/Administrator Report	27
	Draft Motion:	
	BE IT RESOLVED THAT Council receive the report from the Treasurer/Administrator dated August 27, 2020.	
9.5	2020-M-100 COVID Funding	32
	Draft Motion:	
	That Council receive Memo 2020-M-100 for information – COVID Funding.	
9.6	2020-M-101 Proxy Voting	36
	Draft Motion:	
	BE IT RESOLVED THAT Council receive the report on the use of Proxy voting at Council meetings.	
9.7	2020-M-102 Terms of Reference - Youth Advisory Committee	41
	Draft Motion:	
	BE IT RESOLVED THAT Council approves the Terms of Reference for the Youth Advisory Committee;	
	AND FURTHER THAT Staff be directed to seek potential Members to this Committee through normal advertising practices.	

9.8	2020-M-103 MNR Forestry Island House	44
	Draft Motion: BE IT RESOLVED THAT Council receive Memo 2020-M-103.	
9.9	2020-M-104 ISP Reseller Ability	52
	Draft Motion: BE IT RESOLVED THAT Council direct Staff to start the process to lobby the CRTC, as manager of Ontera's tariff and service offerings, to require upgrades to Ontera's technology system which would allow third party access for communication services; AND FURTHER THAT this resolution be forwarded to Municipalities along the Highway 11 corridor for their support, as well as Anthony Rota, MP, John Vantoff, MPP, and the appropriate government ministers.	
9.10	2020-M-105 Fire Hall Roof Project	53
	Draft Motion: WHEREAS the Temagami Micro-FIT (solar panel array) installation on the Fire hall roof has caused significant damage to the roof to the point where a new roof is required to address multiple leaks inside the fire hall; AND WHEREAS it may be in the best interest on the Municipality to relocate the Micro-FIT or terminate the Temagami Micro-FIT contract based on additional information; NOW THEREFORE BE IT RESOLVED that Council directs Staff to obtain a structural engineer evaluation of the existing building's ability to support the additional weight load capacities of the existing roof to safely support 1) a new roof covering (re-roof); and 2) the additional weight of the solar panel array design; AND FURTHER THAT based on the results of this evaluation, Staff prepare a report that provides a recommendation on either continuing with the Micro-FIT installation on the new roof of the fire hall or to initiate the process to terminate the Micro-FIT contract.	
9.11	2020-M-106 Canoe Fund	56
	Draft Motion: BE IT RESOLVED THAT Council supports, in principal, the 50' Canoe Project; AND FURTHER THAT Council directs Staff to establish a reserve for the purpose of receiving donations from the community for this project; AND FURTHER THAT Staff be directed to issue appropriate receipts for these donations as permitted by the Income Tax Act; AND FURTHER THAT Council directs that costs for this project be paid through this fund.	
9.12	2020-M-107 Canoe Project	57
	Draft Motion: BE IT RESOLVED THAT Council direct Staff to prepare options to enclose the 50' canoe during its construction and bring a report to the next meeting of Council.	
10.	<u>COUNCIL COMMITTEE REPORTS</u>	
11.	<u>ANNOUNCEMENTS - MAYOR AND COUNCIL</u>	
12.	<u>CORRESPONDENCE</u>	

12.1 Action Correspondence

1. **2020-M-108 Request from Train Station Tenants** 58
Draft Motion:
BE IT RESOLVED THAT Council direct Staff to waive/refund rental payments for the Train Station tenants for the months of April, May and June 2020;

AND FURTHER THAT these costs be recorded as emergency response costs.
2. **2020-M-109 Request from a Resident** 60
Draft Motion:
BE IT RESOLVED THAT Council receive Memo 2020-M-109.
3. **2020-M-110 Letter from Mr. MacLachlan** 62
Draft Motion:
BE IT RESOLVED THAT Council direct Staff to prepare a reply letter for the Mayor's signature based on the contents of this report.
4. **2020-M-111 Request Living Temagami - Qualified Donee** 68
Draft Motion:
BE IT RESOLVED THAT Council approve the request to be a flow through qualified donee for Living Temagami if successful in their application to the Ontario Trillium Foundation to develop an online hub for tourism experiences;

AND FURTHER THAT all requirements associated with the funding application and all future maintenance and updating of the website will be the responsibility of Living Temagami.

12.2 Resolution from Other Municipalities

1. **2020-M-112 Resolution from the City of Elliot Lake and Owen Sound** 72
Draft Motion:
BE IT RESOLVED THAT Council receive Memo No. 2019-M-112; Private Member's Bill M-36 Emancipation Day.

AND FURTHER THAT Council receive and file.

13. BY-LAWS

- 13.1 **20-1522 Procedure By-Law Revised 8-27-20** 76
Draft Motion:
BE IT RESOLVED THAT By-law 20-1522, being a by-law to establish the Council Procedural, be taken as read a first, second and third time and finally passed this 27th day of August, 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

17. NOTICE OF MOTION

18. QUESTIONS FROM PUBLIC - ITEMS ON THE AGENDA

19. CONFIRMATION BY-LAW

125

Draft Motion:

BE IT RESOLVED THAT By-law 20-1523, 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 27 day of August 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

DRAFT MINUTES

Thursday, August 6, 2020, 6:30 P.M.

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

REGRET: J. Koistinen

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

CALL TO ORDER AND ROLL CALL

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

There were 4 people in the audience. The Mayor called the Roll.

ADOPTION OF THE AGENDA

Draft Motion: 20-210

MOVED BY: J. Shymko

SECONDED BY: M. Youngs

BE IT RESOLVED THAT the Regular Council Agenda dated August 6, 2020 be adopted as presented.

CARRIED

DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

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

REPORT FROM CLOSED SESSIONS

ADOPTION OF THE MINUTES OF PREVIOUS MEETINGS

DRAFT Regular Council Meeting - July 16, 2020

Draft Motion: 20-211

MOVED BY: C. Dwyer

SECONDED BY: J. Shymko

BE IT RESOLVED THAT the Minutes of the Regular Council Meeting held on July 16, 2020 be adopted as amended.

CARRIED

BUSINESS ARISING FROM THE MINUTES

DELEGATIONS/PRESENTATIONS

Registered Delegations - With Presentations

Invited Presentations

Registered Delegations - Without Presentations

Unregistered Delegations

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

CONSENT AGENDA ITEMS

Draft Motion: 20-212

MOVED BY: B. Leudke

SECONDED BY: M. Youngs

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

Staff Report(s) for Information:

Correspondence for Information:

Draft Motion: 20-212 B

MOVED BY: B. Leudke

SECONDED BY: M. Youngs

BE IT RESOLVED THAT correspondence items numbered: 8.2.1 to 8.2.7 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 Inspection of Approved Aerial herbicide Projects Temagami Management Unit

8.2.2 Ontario watershed Boundaries (OWB) Data Release

8.2.3 Ministry of Transportation Safety Program Development Branch

RE: Letter from A/Director Angela Litrenta

8.2.4 Ministry of Municipal Affairs and Housing

RE: Letter from Minister Steve Clerk

8.2.5 Ministry of Natural Resources and Forestry

| RE: Letter from Director Chris Cythbertson

8.2.6 Solid Waste Master Plan - Community Survey

RE: Community Survey

8.2.7 Notice - Active Bears in Area

visit: <https://www.ontario.ca/page/prevent-bear-encounters-bear-wise>

Minutes of Local Boards & Committee:

Draft Motion: 20-212 C
MOVED BY: B. Leudke
SECONDED BY: M. Youngs

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

CARRIED

8.3.1 Au Château Board Minutes - May 2020

STAFF REPORTS

Temagami Fire Department Report - June 2020

Draft Motion: 20-213
MOVED BY: C. Dwyer
SECONDED BY: B. Leudke

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

CARRIED

Memo 2020-M-087 Treasurer/Administrator Report

Draft Motion: 20-214
MOVED BY: J. Shymko
SECONDED BY: J. Harding

BE IT RESOLVED THAT Council receive the report from the Treasurer/Administrator dated August 6, 2020.

CARRIED

Memo 2020-M-088 Strategic Plan Update

Draft Motion: 20-215
MOVED BY: C. Dwyer
SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council direct Staff to make the Draft Strategic Plan available through the normal communication channels.

CARRIED

Memo 2020-M-089 Water Capital Projects

Draft Motion: 20-216
MOVED BY: B. Leudke
SECONDED BY: C. Dwyer

BE IT RESOLVED THAT Council directs Staff to start the procedure to apply for a long-term loan through Infrastructure Ontario in support of Water and Sewer Projects with a total budget of \$1,650,000.

CARRIED

Memo 2020-M-090 Broadband Access Petition

Draft Motion: 20-217

MOVED BY: J. Shymko
SECONDED BY: M. Youngs

WHEREAS the Canadian Radio-television and Telecommunications Commission has established internet target speeds of 50 Mbps download and 10 Mbps upload as well as the access to unlimited data;

AND WHEREAS there has been limited enhancements and growth of Broadband Internet initiatives throughout Northeastern Ontario due in part to past decisions to divest these assets by the Province of Ontario;

AND WHEREAS projects considered by Internet Service Providers (ISP) are often deemed to be unsustainable or feasible due to the elevated cost of connecting to the fibre optic backhaul along the Highway 11 Corridor;

AND WHEREAS fair access for third-party internet access to existing ISP Infrastructure that may exist does not allow for innovation and enhanced service offerings that the existing large networks have not been able to provide;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Temagami hereby request the CRTC, or other appropriate bodies, review and assist in opening connectivity to aid in the networking of communities in Northeastern Ontario;

AND FURTHER THAT this should be done at a cost reasonable when compared to other areas of the Province of Ontario and respectful of established Internet target speeds.

AMENDED

Draft Motion: 20-218
MOVED BY: C. Dwyer
SECONDED BY: M. Youngs

AND FURTHER THAT this resolution be circulated to other municipalities along the Hwy 11 corridor.

CARRIED

Draft Motion: 20-217
MOVED BY: J. Shymko
SECONDED BY: M. Youngs

WHEREAS the Canadian Radio-television and Telecommunications Commission has established internet target speeds of 50 Mbps download and 10 Mbps upload as well as the access to unlimited data;

AND WHEREAS there has been limited enhancements and growth of Broadband Internet initiatives throughout Northeastern Ontario due in part to past decisions to divest these assets by the Province of Ontario;

AND WHEREAS projects considered by Internet Service Providers (ISP) are often deemed to be unsustainable or feasible due to the elevated cost of connecting to the fibre optic backhaul along the Highway 11 Corridor;

AND WHEREAS fair access for third-party internet access to existing ISP Infrastructure that may exist does not allow for innovation and enhanced service offerings that the existing large networks have not been able to provide;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Temagami hereby request the CRTC, or other appropriate bodies, review and assist in opening connectivity to aid in the networking of communities in Northeastern Ontario;

AND FURTHER THAT this should be done at a cost reasonable when compared to other areas of the Province of Ontario and respectful of established Internet target speeds.

AND FURTHER THAT this resolution be circulated to other municipalities along the Hwy 11 corridor.

CARRIED

Memo 2020-M-095 EOI Broadband Community

Draft Motion: 20-219

MOVED BY: J. Harding

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT Council directs Staff to complete the expression of interest for the Community program for the Northern Project #3 of CENGN;

AND FURTHER THAT should additional technical support be required Staff is authorized to use amounts in the Development budget with the normal procurement limits remaining.

CARRIED

Memo 2020-M-091 Xplornet Project

Draft Motion: 20-220

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council direct Staff provide a letter in support of Xplornet's application to Stage 1 of the Improving Connectivity in Ontario program.

CARRIED

Memo 2020-M-092 Electronic Payments

Draft Motion: 20-221

MOVED BY: J. Shymko

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council accept the protocol for electronic payments;

AND FURTHER THAT Council directs Staff to develop a policy for payments of accounts through cheques, electronic fund transfers and preauthorized payments.

CARRIED

Memo 2020-M-093 Procedural By-Law

Draft Motion: 20-222

MOVED BY: M. Youngs

SECONDED BY: J. Harding

BE IT RESOLVED THAT Council approve the proposed changes to the Procedural By-Law;
AND FURTHER THAT Council directs Staff to bring the appropriate by-law to the next meeting for Council's consideration.

CARRIED

Memo 2020-M-094 Budget Variance

Draft Motion: 20-223

MOVED BY: C. Dwyer

SECONDED BY: B. Leudke

BE IT RESOLVED THAT Council receive the budget variance report to July 31, 2020.

CARRIED

Memo 2020-M-097 Temagami Dry Public Results

Draft Motion: 20-224

MOVED BY: B. Leudke

SECONDED BY: C. Dwyer

BE IT RESOLVED THAT Council receive the results of the Public Consultation regarding the potential purchase of the Temagami Dry Trademark.

CARRIED

COUNCIL COMMITTEE REPORTS

ANNOUNCEMENTS - MAYOR AND COUNCIL

Mayor O'Mara reported on his attendance with Neonet and XplorNet meetings.

Councillor Leudke reported on the COVID-19 situation.

CORRESPONDENCE

Action Correspondence:

Memo 2020-M-096 Electronic Vehicle Charging Stations

Draft Motion: 20-225

MOVED BY: J. Shymko

SECONDED BY: M. Youngs

BE IT RESOLVED THAT Council receive the email correspondence from Mr. Bull regarding interest in pursuing funding opportunities for Electric Vehicle Charging Stations;

AND FURTHER THAT municipal staff conduct more research on the proposed initiative and provide recommendation at a subsequent meeting.

CARRIED

Resolution from Other Municipalities:

BY-LAWS

20-1518 Trademark Acquisition

Draft Motion: 20-226
MOVED BY: J. Shymko
SECONDED BY: C. Dwyer

BE IT RESOLVED THAT By-law 20-1518, being a by-law to authorize the purchase of a trademark, be taken as read a second and third time and finally passed this 6th day of August, 2020;

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

CARRIED

COMMITTEE MEETINGS

UNFINISHED BUSINESS

NEW BUSINESS

Memo 2020-M-098 Logo Protection

Draft Motion: 20-227
MOVED BY: C. Dwyer
SECONDED BY: B. Leudke

WHEREAS the Municipality of Temagami enjoys the recognition of a unique cottage, canoeing, and wilderness area and it is becoming common for companies to name products and services using the 'Temagami' brand name;

AND WHEREAS it is now in the Municipality's best interest to consider protection 'Temagami' and its logo as Official Marks with the understanding that such protection is available to public authorities like a Municipality;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Temagami seek appropriate legal assistance to move forward with the protection of its name 'Temagami' and its logos;

AND FURTHER THAT Staff report back to Council once details have been finalized along with the cost of such an initiative.

CARRIED

NOTICE OF MOTION

QUESTIONS FROM PUBLIC - ITEMS ON THE AGENDA

CONFIRMATION BY-LAW

Draft Motion: 20-228
MOVED BY: J. Shymko
SECONDED BY: C. Dwyer

BE IT RESOLVED THAT By-law 20-1521, 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 06 day of August, 2020;

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

CARRIED

ADJOURNMENT

Draft Motion: 20-229

MOVED BY: J. Shymko

SECONDED BY: B. Leudke

BE IT RESOLVED THAT this meeting adjourn at 8:34 p.m.

CARRIED

Mayor

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



234-2020-1284

April 16, 2020

Dear Head of Council:

As you know, on March 17, 2020, our government declared a provincial emergency pursuant to the authority granted under the *Emergency Management and Civil Protection Act* (EMCPA). I am writing to update you that on April 16, 2020, our government issued an emergency order under the EMCPA (O. Reg. 157/20) to provide municipalities with the flexibility to deploy certain of their staff to where they are needed most. At this critical time, it is important that municipalities continue to work collaboratively and engage in good faith with their bargaining agents. The order is effective immediately and we intend for it to remain in effect for the duration of the declared provincial emergency.

I know that these are challenging times for municipalities, particularly as the situation around us changes so quickly. In these unprecedented times, I have heard a strong and consistent message from municipalities and numerous sector organizations that the authority to enable work deployment similar to what has been provided by the Province for hospitals and public health units is urgently needed to ensure continuity of critical services.

I thank you for sharing these concerns. We have heard you and have worked quickly to issue this order. This order is a temporary measure and provides your municipality – as an employer – the authority to take any reasonable measure necessary to respond to COVID-19 with respect to internal work deployment.

In order to exercise this authority, if it hasn't already, the municipality will need to also declare an emergency under section 4 of the EMCPA concurrent with this order. The authority provided for in this order includes the ability for municipalities to redeploy certain of their staff within the same employer or to employ volunteers to perform bargaining unit work, cancel leaves and change assignment of work, for those priority services listed in the order.

The orders specify conditions under which the authority can be exercised. This includes requiring a municipality to provide at least 24 hours of advance notice to affected bargaining units before implementing a redeployment plan. The *Occupational Health and Safety Act* and existing rights under the *Employment Standards Act* will continue to apply. Municipalities, as employers, are required to comply with all provincial orders, as

well as any guidance and safety standards prescribed by the province for COVID-19. They are also responsible for ensuring that any staff being reassigned to new duties have the required training and skills. Full details of the orders can be reviewed online at [Ontario.ca/alert](https://ontario.ca/alert).

I want to acknowledge and applaud the proactive efforts that many municipalities have already taken to engage in good faith with their bargaining agents to keep their staff employed and safe, and to establish local arrangements to redeploy employees to high-need areas. I would also encourage municipalities to continue leveraging their existing authorities as employers and building on pre-existing relationships and structures with your bargaining agent partners, such as joint health and safety committees, to address staffing needs and allocate resources.

Moreover, as you and others in your organization consider whether and how you will exercise the authority under the emergency order, I would ask that you maintain the following important objectives:

- In making staffing decisions, first provide opportunity for full-time work to existing part-time staff before seeking out and employing extra full-time staff from outside your organization.
- In redeploying staff, should there be a difference in the terms and conditions of work, in the different departments of the organization, the expectation is that staff will not receive a lower wage than their home position.

Municipalities are encouraged to review this and other applicable orders (available on the Government's Emergency Information webpage at: [Ontario.ca/alert](https://ontario.ca/alert)) and work with their legal counsel for advice and understanding of the flexibility it provides to you in managing your organizations.

If your municipality chooses to implement the authority in these orders, I would ask that you keep my staff apprised by letting your local Municipal Services Office know when you use it. If your municipality has any further questions regarding this order, we encourage contacting [your local Municipal Services Office](#).

I thank you for your continued support and collaboration in these challenging times. This collaborative relationship is critical at all times, and never more so than during this emergency.

Head of Council
Page 3

Visit Ontario's [website](#) to learn more about how the province continues to protect Ontarians from COVID-19

Sincerely,



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
Cam Guthrie, Chair, Large Urban Mayor's Caucus of Ontario
Karen Redman, Chair, Mayors and Regional Chairs of Ontario
Jane Albright, President, Ontario Municipal Human Resources Association

**Ministry of Energy, Northern
Development and Mines**

Mineral Development Branch

Ontario Government Complex – E Wing
PO Bag 3060, 5520 Highway 101 East
South Porcupine, ON, P0N 1H0
Tel: (705) 235-1625
Fax: (705) 235-1660

**Ministère de l'Énergie, du Développement
du Nord et des Mines**

Direction de l'exploitation des minéraux

Complexe du Gouvernement de l'Ontario
Aile E, Sac postal 3060, 5520 Route 101 Est
South Porcupine, ON, P0N 1H0
Tél: (705) 235-1625
Télec: (705) 235-1660



August 13, 2020

Municipal Clerk
The Corporation of the Municipality of Temagami
7 Lakeshore Drive P.O. Box 220
Temagami, ON P0H 2H0

Dear Municipal Clerk:

**Re: Exploration Permit Application, PR-20-000239, Niemetz-Snowshoe
Briggs Township; District of Nipissing**

The Ministry of Energy, Northern Development and Mines (ENDM) received the above noted exploration permit application East Copperfield Metals Inc, pursuant to subsection 78.3(2) of the *Mining Act*. We are notifying you because some or all of the proposed early exploration activities would take place within your municipality. ENDM has posted a proposal for this exploration permit on the Environmental Registry (ER) for public review and comment. The posting can be accessed via this link: <https://ero.ontario.ca/>.

If you wish to provide comments on the proposed exploration permit application, please do so through the ER.

Please direct any questions or comments you may have regarding this letter or the exploration permit renewal application, its review or the comment period, to Katrina Lauzon, Mineral Exploration and Development Consultant in the South Porcupine office, at 705.288.0551 or by e-mail to Katrina.Lauzon@Ontario.ca.

Sincerely,

A handwritten signature in blue ink, appearing to read "Clara Lauziere".

Clara Lauziere
Director of Exploration

Suzie Fournier

From: Suzie Fournier
Sent: Friday, August 21, 2020 9:31 AM
To: Suzie Fournier
Subject: FW: Message from the Honourable John Yakabuski re Sustainable Growth: Ontario's Forest Sector Strategy

From: "MIN Feedback (MNRF)" <minister.mnrf@ontario.ca>
Date: August 20, 2020 at 10:45:55 AM EDT
To: "MIN Feedback (MNRF)" <minister.mnrf@ontario.ca>
Subject: Message from the Honourable John Yakabuski re Sustainable Growth: Ontario's Forest Sector Strategy

**Ministry of Natural
Resources and Forestry**

Office of the Minister

Room 6630, Whitney Block
99 Wellesley Street West
Toronto ON M7A 1W3
Tel: 416-314-2301

**Ministère des Richesses
naturelles et des Forêts**

Bureau du ministre

Édifice Whitney, bureau 6630
99, rue Wellesley Ouest
Toronto (Ontario) M7A 1W3
Tél.: 416-314-2301



August 20, 2020

Today, I was pleased to visit the Columbia Forest Products mill in Rutherglen to announce the release of *Sustainable Growth: Ontario's Forest Sector Strategy*. The final strategy is the result of listening to our partners in industry, municipalities and Indigenous communities, and I appreciate the input you and our other partners provided as we finalized this important document.

As the province continues to safely and gradually reopen, our government is committed to supporting the forest sector through the economic recovery ahead.

Ontario's forest industry is critical to the provincial economy and to many Indigenous, Northern and rural communities, generating over \$18 billion in revenue and supporting almost 147,000 direct and indirect jobs.

The final Forest Sector Strategy is about helping the sector reach its full potential while ensuring forests are managed sustainably now and for future generations.

I will soon be providing more information on the Advisory Group and its working groups that will be guiding the implementation of the Forest Sector Strategy.

Sustainable Growth: Ontario's Forest Sector Strategy can be found online at www.ontario.ca/page/sustainable-growth-ontarios-forest-sector-strategy.

Ontario is a world leader in sustainable forestry, and we know that for Ontario's forest industry to remain strong and vibrant in the long term, we need to ensure that our

Crown forests remain healthy, diverse, and productive. We will continue to work with Indigenous partners, the forest industry and municipalities to implement actions outlined in the strategy.

Sincerely,

John Yakabuski
Minister of Natural Resources and Forestry

Confidentiality Notice: This e-mail contains information intended only for the use of the individual whose e-mail address is identified above. If you have received this e-mail in error, please advise us by responding to it. Please also destroy all copies of this message. Thank you

Avis de confidentialité : Ce courriel contient des renseignements à l'usage exclusif de la personne à l'adresse courriel ci-haut. Si vous avez reçu ce courriel par erreur, veuillez nous en informer en répondant. Veuillez aussi détruire toutes les copies de ce message. Merci.

TEMAGAMI POLICE SERVICES BOARD
MEETING MINUTES
Thursday, May 21, 2020 at 1:00 pm
Zoom Meeting

Present:	Penny St. Germain	Inspector Joel Breault
	Dan O'Mara – Attended by Zoom	Debbie Morrow - Secretary
	Gerry Stroud	

1 Call to Order

Chair Penny St. Germain called the meeting to order at 1:06pm.

2 Adoption of Agenda

Agenda for May 21, 2020 Meeting is accepted with the following addition and correction:

2.1 Meeting was held at 56 O'Connor Drive, Temagami and with Zoom Video Meeting.

2.2 Section 5: Acceptance of Minutes from February 20, 2020 Meeting

Moved by: Gerry Stroud

Seconded by: Dan O'Mara

BE IT RESOLVED THAT: May 21, 2020 Agenda be accepted with addition of 2.1 Meeting was held at 56 O'Connor Drive, Temagami and with Zoom Video Meeting and correction to Section 5: Acceptance of minutes from February 20, 2020 Meeting.

Carried

3 Conflict of Interest / Pecuniary Interest disclosure

3.1 Penny St. Germain for item 7.3 a-d:

7.3a-d Ratification for Penny St. Germain's Travel Claim totalling \$605.07 paid March 9, 2020.

4 Presentations/Delegations

None.

5 Acceptance of minutes of the previous meeting

Temagami Police Services Board February 20, 2020 Draft Minutes were accepted as presented.

Moved by: Gerry Stroud

Seconded by: Penny St. Germain

BE IT RESOLVED THAT: the Temagami Police Services Board Minutes be accepted as presented.

Carried

6 Business arising from the minutes

- 6.1 Update from Dan O'Mara on Temagami Lake Watch Program
 - 6.1ai 7 to 8 volunteers got together to cheque all cottages on Lake Temagami.
 - 6.1aii The group checked 40 properties and observed 1 break-in.
 - 6.1aiii The break-in was reported to OPP with an excellent response time.
 - 6.1aiv After the long weekend an additional 45 properties were checked.
 - 6.1av The included OPP door hangers on their checks.
 - 6.1avi They are now out of them and requested a restock from Inspector Breault.
- 6.1b Lake Temagami is quite with 20 to 30% of seasonal residents at the properties and are self-quarantining.
- 6.1ci During the volunteer's property checks the 911 numbers appeared to be incorrect on map.
- 6.1cii Discrepancies reported to the Municipality for review.
- 6.1d Lake Watch Sign will be co-ordinated with Public Works for installation on the Fish Hatchery Building wall.
- 6.2 Update on Community Safety and Well Being Planning
 - 6.2a Extension of plan completeness has been extended to January 2021 due to COVID 19 Pandemic.
 - 6.2b Temiskaming Shores DSAAB is willing to work with Temagami for CSWB Plan.
- 6.3 OPP roundtable talks have no updates given COVID 19.

7 Ratification / Consent items

- 7.1a&b Consent to pay Professional Fees for February to May 2020 totalling \$247.50

Moved by: Dan O'Mara

Seconded by: Gerry Stroud

*BE IT RESOLVED THAT: payment of Professional Fees totalling \$247.50 received consent.
Carried*

- 7.2a&b Ratification of Zone 1A 2020 Membership Fees \$75.00 paid March 8, 2020.

Moved by: Penny St. Germain

Seconded by: Gerry Stroud

*BE IT RESOLVED THAT: payment of Zone 1A Membership Fees totalling \$75.00 on March 8, 2020 received ratification.
Carried*

7.3a-d Ratification for Penny St. Germain's Travel Claim totalling \$605.07 paid March 9, 2020.

Moved by: Gerry Stroud

Seconded by: Dan O'Mara

BE IT RESOLVED THAT: payment of Penny St. Germain's Travel Claim totalling \$605.07 on March 9, 2020 received ratification.

Carried

8 Items for discussion

8.1a 2019/2020 RIDE reports were completed and submitted on time.

8.1b RIDE program resulted in 416 stops with 3 LLA charges (Liquor License Act), 2 HTA charges (Highway Traffic Act) and 2 POA charges (Provincial Offences Act).

8.1c Digital download of Insurance is acceptable.

8.1d Partial opening of Service Ontario Offices now but extensions given on Driver License renewals.

8.2 Spring OAPSB Conference was cancelled.

8.3 Legislation allowing Police Service Board meetings by video conferencing.

8.4 Draft 2020 TPSB Budget is being presented to Municipal Council in June.

8.5 OAPSB AGM (Annual General Meeting) is May 29, 2020 by Zoom Video Conferencing.

8.6 Section 10 Elections were done by Zoom May 14, 2020 with Don Smith remaining as Zone 1 and 1A representative.

9 Items for discussion

9.1 to 9.66 no questions.

Majority of the Items for Information were dealing with COVID 19 legislation.

10 Detachment Commander's Report

All Statistics cover February 2020 to April 2020 (unless otherwise noted)

10.1ai Public Complaints 3- 2 of them where Policy-Duty Belt left in Officer's locker, Officer's Notebook not updated after each shift and 1 Conduct-complaint about intoxicated person being placed in jail cell and not taken to hospital.

10.1aii Daily Activities – Cruiser Patrol Hours =555.75, Snowmobile Patrol Hours = 53.50 and Foot Patrol Hours = 1.

10.1aiii Staffing updates before each shift by Detachment Commander due to COVID 19 many changes.

10.1aiv PPE equipment supplied by Orillia (headquarters); cruisers sterilized before and after every shift, phone communication encouraged where possible.

10.1av 1 officer confirmed COVID virus which affected 15 other officers into isolation for 14 days. Staffing has been an issue during the Pandemic.

10.1avi Crime Stoppers is a great tool for reporting crime for anonymity.

10.1bi Property Crime is down by 16.7%
10.1bii Break & Enter only 1, 1 mischief-unconfirmed.
10.1biii Violent Crime remained unchanged.
10.1biv Drug Crime 0-unchanged.
10.1bv Clearance Rates slightly down for the months
10.1ci Motor Vehicle Collisions-remain consistent
10.1cii No fatalities.
10.1di Calls For Service-continue to decline.
10.1dii Weighted hours year to date declined over all.
10.1ei OPP Boat is being repaired in Orillia; they are working very hard to have it returned as soon as possible.
10.1eii Temagami Detachment has access to Bear Island Boat if required.
10.1eiii Bear Island Taxi Group has become the 911 Medical Emergency Transport.
10.1eiv OPP should not be called or required for a Medical Emergency.
10.1ev 5 Marine certified officers use to have 9. It is a concern and trying to certify more officers when possible.
Overall given the current Pandemic statistics are very good.

11 Next Meeting: August 20, 2020 at 1:00 pm

at the Temagami Municipal Office Boardroom

12 In Camera Agenda

None

13 Adjournment

Moved by: Gerry Stroud

Second by: Penny St. Germain

BE IT RESOLVED THAT: The meeting is adjourned at 2:17 pm.

Carried



MARTEN RIVER VOLUNTEER FIRE DEPARTMENT

Fire Chief Paul Elliott
2877 Highway 11 North
Marten River, ON
POH 1T0
705 471 5874
mrfire@temagami.ca

JULY 2020 MONTHLY REPORT

TRAINING

- July 2th Fire fighters arrived early to cut grass and complete maintenance tasks around the fire hall and helipad.
One member completed his SCBA annual testing. Inventories were completed for all three trucks and on board equipment tested. One back pack sprayer was repaired, the illuminated sign changed and members bunker gear was checked to update the list for replacement. A debriefing took place for recent call outs.
- July 20th Deputy Chief/Trainer A. Siegner led the team in **Highway Traffic Control**. Using the Ontario Construction Safety Alliance and Ministry of Transportation's video and power point presentations. Fire fighters learned how to safely control traffic at an emergency scene how to use equipment to block lanes, recognize available safety devices and how to transition traffic and set up control zones. Radio communication using plain language, repeating instructions and information was discussed.
- July 27th Fire fighters torqued the wheels for Rescue 5 and Rescue 3. Training filing was completed and work in the store room to sort out surplus and out of date equipment was conducted.
- July Two more members have completed the **SP103 Forest Fire fighting Home Study**.

INCIDENTS

- July 3rd Marten River Fire Department responded to a multi vehicle MVC on Highway 11, just outside of the fire hall that was blocking the road. Fire fighters controlled the scene; setup cones and flares preformed emergency first aid for two occupants, directed alternating traffic on the shoulder of the road, completed fire prevention measures for the RV and electric car and assisted in pushing the vehicles off the road at request of OPP.
- July 6th The department reported to Highway 64 for a medical call to a dump truck driver with chest pains and difficulty breathing. Firefighters monitor the patient until EMS arrived. All COVID 19 protocols were followed.

- July 12th Fire fighters responded to an MVC, involving two tractor trailers, on Highway 11. Members controlled the scene, monitored the injured passenger until EMS arrived, set out cones and flares, completed fire prevention tasks, used pads to control spills and directed alternating traffic until towing company cleared the scene.
- July 15th The Fire Department was dispatched to a vehicle roll over in the ditch on Highway 11 and Hwy 64. The actual location was Hwy 11 south of Bidwell Road. EMS and OPP were on scene when MRFD arrived. Fire fighters controlled traffic at OPP's request.

OTHER

- Fire Chief Elliott continues to work with the Emergency Operations Control group for COVID 19 using the ZOOM platform.
- The department's 1975 Ward La Franc Pumper truck has been sold for \$2, 500, 00
- Marten River Fire Department was unsuccessful with its application to the 2020 Jenny's Heroes Canada Ontario Fire Service Equipment Grant.
- The Community Foundation Grant of \$6,300.00 was awarded to the Marten River Fire Department for the purchase of a washer/extractor for the fire hall.
- Unfortunately and for the safety of this community the Annual Community Yard and Bake Sale (Aug 2) has been cancelled.

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

2 Activations

- July 4th @ 23:01 – Hwy 11 & Andorra Lodge road – forest fire, with hydro wires down, located in Crown Protection Area for the Forest Fire Management agreement – notified MNRF, fire turned over to Temagami FD – remained on scene until energized lines de-energized - 2 Pumpers & 6 firefighters responded – 4 firefighters & both pumpers returned in morning, extinguished 3 hotspots – provided updates, fire report & invoice to MNRF
- July 12th @ 9:54 – motor vehicle collision in Marten River at Hwy 11 & Bidwell road – activated by dispatch as per the 5-minute protocol – cancelled on route @ 10:18 by Marten River Fire Department – All 3 apparatus & 6 firefighters responded

Training:

- 4 meetings – Hose testing, fire nozzle evaluation, response scenario, equipment mtnc

Fire Prevention:

- Review of Fire Safety Plans: ongoing
- 1 Fire Safety Inspection & follow-up (liquor license initiated)

Fire Education:

- Regular radio “fire safety” announcements on CJTT
- Monthly community newsletter

Other:

- Annual fire hose testing - pressure testing of 2½ & 3” fire hose ongoing
- Annual commercial vehicle inspection completed for 2017 pumper – no issues
- Annual commercial vehicle inspection for 2002 Rescue – front brake pads required (3rd time in 5 years); parts unavailable regionally; shipped in air FedEx; vehicle out-of-service for 2 days
- Funding application to Jenny’s Hero’s grant foundation was unsuccessful
- Applied to Endbridge Gas Project Assist (\$5,000 training material) and Project Zero (CO alarms) funding programs
- Completing weekly survey requests from Mutual Aid Coordinator & OFMEM for data on COVID19 responses, & Department Personal Protective Equipment (PPE) supplies
- Chief attends 1 Municipal Emergency Management, COVID-19 Zoom meetings
- Chief attended the July 16th on-line /Zoom Council meeting
- Reviewing equipment in storage / surplus to our needs, following Asset Disposal process
- Researching factors/details required for Requests for Quotations for the removal of Solar Panels & repair to Fire hall roof
- 1 member on medical leave, 1 member on light duty
- 1 youth interested in joining the department, researching aspects for Jr. Firefighter Program

Jim Sanderson

Fire Chief, Temagami Fire Department

Date: *August 1, 2020*

**PUBLIC WORKS DEPARTMENT
MONTHLY REPORT FOR
MAY,JUNE,JULY,AUGUST 2020**

ROADS

- Received and completed lots of locates for Ontario One Call
- Met with the Levaque Company Supervisor about getting any waste material from the Hyway # 64 construction project would benefit us for our waste coverage. I went twice but they reused the materials for wider shoulders so they didn't have to haul any waste.
- PW has been helping with all COVID-19 updates and signage all over the community.
- PW has been working with other departments with policy's and implementing them for COVID-19
- Installed all docks and ramps for summer season.
- Replaced all expanded metal on boat ramp in Temagami South
- Installed new storm water catchbasin drain at the end of Lakeshore Drive, along with new culverts. This work will help with drainage issues in the spring time.
- Swept all sidewalks and around anywhere the sweeper can't reach before they start.
- Sweeper started Started May 26th,2020 and finished June 4th 2020. Delayed a bit because of rain.
- Purchased 3 loads of Cold Mix for patching
- MTO Storm Water Drainage should be inspected by camera next week.(Been emailing them for months)
- Graded all roads before gravel goes down
- Straightened all sign posts around our community
- Had several calls for dangerous trees to be cut
- Road patrols completed and culvert inspections done. Lots of downed trees due to high winds
- Completed repairs to Tadapoga Creek Bridge as noted in the OSIM report. Sanded and painted.

	<ul style="list-style-type: none"> • May 13th 2020 , took half load signs off Mine Rd, Temagami Marine, Lowell Lake, Fox Run were taken off in June • Chipped a lot of trees on all the roads, more than years before. I think due to high winds. • Replaced guard rails on Fox Rrun • Painted lines on Lakeshore Drive and around Municiple Office • Repair washouts • Cut curb on Lakeshore Drive for new business and cold patch around area • Started Clean up on top of hill
WATER & SEWER	<ul style="list-style-type: none"> • Install/change 6 grinder pumps • OCWA flushed hydrants in TN and TS on the first week of June • Repaired and raised both water shut off's in Train Station parking lot before they paved it • Meeting with OCWA for capital and operations • Repaired 5 residential shut offs with vac truck and replaced stems on shut off valves • Cleaned out wier with vac truck at the TN lagoon as good as we could without having to drain the lagoon • PW helped OCWA change areation lines at the TN lagoon • Dug test pit holes at the TN lagoon for the new disinfection system
EQUIPMENT	<ul style="list-style-type: none"> • Serviced and cleaned all plow equipment and put away for summer. Ready to go for fall • Grader serviced and small repaired completed (front drive on one side had metal shaving in the oil). • Serviced , greased and cleaned equipment • 2009 F-250 fuel pump replaced • Both the 2013, 2016 F150 were certified • Repairs to T-14 (air line to seat broke).
WASTE MANAGEMENT	<ul style="list-style-type: none"> • Strathy and transfer station landfill annual reports sent to MOECC.

	<ul style="list-style-type: none"> • Rented excavator to clean and bail landfills and prepare for summer use • All sampling was completed at the 3 dumps by SEI • Compacted and covered all 3 dumps • Haul SUV to Strathy landfill for Temagami Fire department and return tires to owner • Repairs/serviced to dump wagons • Repaired stairs for domestic wagons at the Mine Landing • Picked up blow garbage at landfills till the bears started coming to close to men
BUILDINGS	<ul style="list-style-type: none"> • Put gravel around Martin River Fire Hall cement pad and hauled brush away for them to our landfill • Unplugged toilets at Municipal office
PARKS & REC	<ul style="list-style-type: none"> • Train P&R staff • PW completed arena siding job with True Steel and signed off. The contractor started on May 28th, 2020 and completed June 15th, 2020 (there were a few rain days included in this time) looks great. • Helped purchase NEW lawntractor • PW installed swim ladder and put floating dock in at municipal water front. • PW repaired floor cleaning machine (new motor) • PW helped out P&R when staff needed time off • Help repair roof hatch at the Temagami Tower
CAPITAL PROJECTS (2020)	<ul style="list-style-type: none"> • PW is working with Bishop Waters to have Temagami North Lagoon sludge removed from the lagoon in early October of this year. OCWA is involved as well • ONR Crossing in Temagami North is moving forward to be completed in late September. Municipal involvement will be putting new road in and take road back out after work is completed. Final detail are in the works now with ONR • RFP for Gravel was sent out on June 17th,2020 , received 2 bids and it was awarded to James Lathem. All hauling of materials was completed by July 7th,2020. This year PW tried a roller on the

	<p>Lake Temagami Access Road and found that it worked very well with less wash boarding</p> <ul style="list-style-type: none"> • Dust surpressant was all completed on all roads by July 17th, 2020 • PW found and purchased a used 2009 Sterling 11 yard compactor truck (with a year power train warrenty) in Toronto and picked it up at the end of June. Staff are enjoying working with this unit because of its shorter wheel base and turning abilities. Thank you • PW completed a lot of ditching and culvert work on the Mine Road in bad area's and got rid of a lot of standing water which should help the road in early spring for run off • PW worked with REALTERM and Cote's pole line (Contractor) to complete the street light LED Retro fit. The NEW LED lights are all installed/completed and a final inspection is to be completed by Realterm next week. There are still 9 NEW lights to be installed (paper work is still in the hands of Hydro One) in the dark area's noted in the audit but hydro one must approve before they can be installed.(Waiting to hear back) The project went very well and on schedule, realterm will send paper work in for rebate as soon as inspection is completed. All this work was completed by July 14th, 2020. • PW still waiting on NEW F-350 (maybe early September)
NAVIGATION AIDS	<ul style="list-style-type: none"> • Navigational Aids RFP was completed and sent out with one quote received . it was awarded to Temagami Electrical . (it was also on our municipal website)
CEMETERY	<ul style="list-style-type: none"> • PW had 1 load of top soil delivered to cemetery • PW replaced blades and belts on riding lawn tractor • PW tried repairing whipper for cemetery but found it to be worn out, a new whipper should be bought for the caretaker to use

BUDGET (Operations 2020)	



Corporation of the Municipality of Temagami

Memo No.
2020-M-099

Memorandum to Council

Subject: Report from Treasurer/Administrator

Agenda Date: August 27, 2020

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council receive the report from the Treasurer/Administrator dated August 27, 2020.

INFORMATION

Planning Processes

For the meeting of Council on September 17th, we should have reports from our Planners concerning the costs of completing Lake Capacity Studies and an updated timeline for the Official Plan after the original work plan needed to be adjusted due to COVID-19.

Strategic Plan

September 22 at 5 pm has been selected for a special meeting to review and prioritize the recommendations made through the Strategic Plan process.

Welcome Packages

Staff have been working to create a package with community information that would be sent to new property owners in our municipality. Presently, this project is in final review to ensure it is as complete as possible. As well, rather than printing the information and having it on hand, we are storing the information electronically so we can ensure the information is current when the packages are prepared. Presently, we are planning to send this to new property owners during this term of Council.

AMO

The annual conference for the Association of Municipalities of Ontario (AMO) was held virtually this year. We did meet with two Parliamentary Assistants, one with the Ministry of Municipal Affairs and Housing and the other with the Ministry of Infrastructure. Our brief for each is included with this report.

High Interest Savings Account

Our High Interest Savings Account through the ONE Investment is now active.

Long-Term Debt

Application has been made to Infrastructure Ontario for the long-term debt as approved by Council at the last meeting. We are now waiting for their review and any questions that may arise through the process.

Service Delivery Review

As noted at the last meeting, a survey has been sent out in support of our Service Delivery Review. At last count BDO reported they had received 250 replies. BDO is nearing the end of their interviews and we await their next steps in this project.

Respectfully Submitted:

Craig Davidson

Treasurer/Administrator

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Ministry of Infrastructure
Delegation, August 18, 2020

Good Morning

Thank you for meeting with us.

The Municipality of Temagami covers just over 1900 square kilometres and is situated at the north end of the District of Nipissing bordering the District of Timiskaming. While our full time population is between 800 and 900 (depending on which source you use), seasonally our population explodes as we have a multitude of lakes within our boundary. There are also four Provincial Parks and other tourist draws from the Temagami Tower to the White Bear Forest to the Old Growth Trails on Lake Temagami.

Historically, employment was through mining, forestry, and a significant number of provincial personnel mostly employed by the Ministry of Natural Resources and Forestry. While prospecting still occurs from time to time, similar to most other historic mining areas, these operations no longer exist. The same can be said for the forestry. While there is a group working on improvements to the state and harvest of the Temagami Forest, the industry will most likely not be restored to its former glory. As for the government workers? Well even if there was a policy change, the majority of government buildings are no longer standing.

So we are not all 'doom and gloom' there are a few community groups as well as a dedicated core of individuals that work to promote Temagami as a place to live and do business, reality is that it will be some time before our full time population reaches past levels.

Access to reliable high speed internet is vital to our community. We have, however, not just made the statement but have acted upon it. We assisted organizing Neonet's summit earlier this year and are working to get more support in our region as well as researching and applying for (or supporting applications) in programs designed to increase broadband in our community.

It should be noted that although there has been fibre installed to our community, the cost to access this, either individually or through an Internet Service Provider, has proven to be extremely cost prohibitive. For example, to increase our internet capabilities at our municipal office, the quote to have fibre available at our office was over \$65,000 plus the monthly service charges. This is just for one location! Unfortunately, there does not seem to be any further provincial involvement in telecommunications in Northern Ontario but we are most definitely not being served by the present situation.

We are looking for alternatives to the traditional and very costly fibre backhaul and wanted you to be aware of the efforts we have been making in trying to improve this service.

We also are a little perplexed with the approval process under the ICIP Funding programs. We have been told that we score low in the joint application scoring which is reasonable given our remoteness to other municipalities. The latest rejection was to complete improvements to one of our water systems which was recommended by OCWA. While we have two water and wastewater systems with a total user count of 350, we were not able to combine an application since our systems don't touch. While once again we were told that joint projects were given preference, we then saw a number of water and wastewater projects being approved. Given the nature of water and wastewater projects, these could not have been joint projects either.

As noted, we have 350 users split between two water and wastewater systems. We did not install these but were 'voluntold' by the Province that they were our responsibility. Now, there does not seem to be any support for our water or wastewater system when we are handcuffed by not being joint when other places appear to be approved.

Noting that the reviewers were surprised with the volume of grant requests when compared to the available funds demonstrates that since the mid 1990's the funding available for municipal programs has greatly lagged behind the need. We are already facing increases of 30% in our user rates just to complete a UV Filtration required by Provincial Order, and to clean up our water towers. While there are other needs there is no further ability for our users to pay for this. Our situation is not unique. Nor do we believe the reason given for our rejection is valid with similar projects in other areas are being approved.

As a further example, we did apply for reconstruction of a portion of the Lake Temagami Access Road. Again, we are remote to other municipalities and were told that if we were a joint project we would have been approved. While this road experiences significant use by members of Temagami First Nation as it is the only road access to the landing used to access their Island Reserve, their funding arrangements would not allow them to participate financially. We also do not receive anything for road maintenance from Temagami First Nation which leaves us paying for services beyond what our ratepayers require. We did submit a letter of support.

The total estimate for this reconstruction project is over \$30 million. Even a portion of the road, which is what was applied for, is beyond our means without some sort of funding. We feel that regardless of our need, due to our location we will continually be turned down tagged as a non-joint project when a quick review of grants approved show that this is an excuse of convenience.

We believe this is a systematic flaw in your approval process that unjustly makes it more difficult for northern, rural municipalities who have as their neighbours large areas of unorganized territories to be successful in successfully applying for infrastructure funds and ask that you review this process to ensure there is equity in these competitive funding programs.

We trust that you will give this request due consideration.

Thank you for your time.

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Minister of Municipal Affairs and Housing
Delegation, August 17, 2020

Good Afternoon

Thank you for meeting with us.

One thing is for certain. As the saying goes, times they are a'changin'. It should be said you're your government has been responsive to the changing priorities and, where possible, have provided local governments with the opportunities to make decisions that are best suited for the communities they serve.

As an example, when we requested this meeting, one topic we wanted to discuss was the possibility of making amendments to the Municipal Act, 2001, that would allow for the enhanced electronic participation in Council meetings even outside of times when we are operating under a declared emergency. Especially for more rural, northern or remote communities, having the ability to employ technology in our meetings could increase engagement in the democratic process.

In between the time our delegation requests were submitted and our delegation today, your government has already listened to us and has entrenched in the Municipal Act, 2001, items which allow local governments with the ability to have enhanced electronic participation at meetings. Thank-you!

We believe the next topic we asked to discuss is one that, again, would provide local governments with the tools required to make decisions best suited to their communities. There are many examples of joint service boards or committees. Depending on those served by these bodies, often they include representation from First Nation Communities. Typically, the assets used to provide the services are owned by the host community.

Section 203 of the Municipal Act, 2001, and further supported by Ontario Regulation 599/06, provide municipalities with the abilities to form corporations. These corporations can be joint ventures if the other party is a public sector entity. The regulation defines public sector entities as a municipality, the Crown in right of Ontario, the Crown in right of Canada, or a combination of these.

Joint Corporations are often preferred as there can be governance models implemented where a portion of the Board would be open to change every year or two without normally having the possibility of complete changes which does happen with elections in both municipalities and First Nation Communities. As well, having a corporation established to manage the operations related to service delivery can result in more energy spent in managing the service than in political based arguments.

Presently, we are in discussions with Temagami First Nation on the ownership and operation of the Lake Temagami Access Point. The Lake Temagami Access Point not only provides docking and launching facilities but provides long-term parking for people who have water access only to their properties. The municipality has a land use permit for this area that expires at the end of 2021. Both communities have great interest in this area as a vital service to their residents. While there were different operational and ownership models discussed, one where both the Municipality of Temagami and Temagami First Nation were equal partners in the venture emerged as the preferred solution. The easiest way to ensure equality among the partners is through a Joint Corporation.

There is only one major obstacle in the formation of this type of corporation and that is the definition of a public entity in Ontario Regulation 599/06.

We also do not believe that our situation is unique. Especially in Northern Ontario, there are many areas where First Nation Communities and Municipalities could benefit if this type of arrangement was possible. Especially when the majority of operating and future service development costs would be covered through user charges, having the ability to establish the appropriate corporate structure is important.

While the regulation outlines different steps that also need to be completed before a corporation can be formed, in the model being contemplated until we are able to form a joint corporation with a First Nation Community there is not much sense to consult with our public or direct our joint staff to formalize the business case study and draft the associated policies.

We trust that you will give this request due consideration.

Thank you for your time.



Corporation of the Municipality of Temagami

Memo No.
2020-M-100

Memorandum to Council

Subject:	COVID Funding
Agenda Date:	August 27, 2020
Attachments:	Letter from Minister Clark, Municipal Affairs and Housing

RECOMMENDATION

That Council receive Memo 2020-M-100 for information – COVID Funding.

INFORMATION

As part of the \$14 billion transferred from the Federal Government to the Provinces and Territories, of which Ontario's share is \$4 billion, we have now received notice of our allocation. This funding is being split between supporting municipal transit and supporting municipal operating system. In the initial phase for operations, we have been allocated, on a per household basis, a payment of \$175,600.

It is important to note that this is on a per household basis which actually puts us in better stead than if funding was allocated on a per capita basis. While I am not certain if it was a cause but I did lobby for this when I was invited to participate in an AMO hosted call about future funding last month.

Municipalities have to report on how this has been spent and, if any excess, hold these excess funds in reserves to support future COVID-19 costs. Reports are due to be filed with the Province by the end of October. There are two Council meetings scheduled in October. Staff will endeavour to have a draft report available for the first meeting and at that time the discussion can be held about phase 2 requests as noted in the Minister's letter.

I have signed the acknowledgement as requested and returned same to the Ministry. The initial funds should be flowed by mid-September.

Respectfully Submitted
Craig Davidson
Treasurer/Administrator

**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**

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234-2020-3359

August 12, 2020

Mayor Dan O'Mara
Municipality of Temagami
7 Lakeshore Drive PO Box 220
Temagami ON P0H 2H0

Dear Mayor O'Mara:

On July 27, 2020, as part of the federal-provincial Safe Restart Agreement, the Ontario government announced that it had secured up to \$4 billion in emergency assistance to provide Ontario's 444 municipalities with the support they need to respond to COVID-19. I am writing to you today to provide further details on this funding investment.

Municipalities play a key role in delivering critical services that Ontarians rely on and are at the frontlines of a safe reopening of the economy. This investment will provide support to municipalities and public transit operators to help them address financial pressures related to COVID-19, maintain critical services and protect vulnerable people as the province safely and gradually opens. It includes:

- Up to \$2 billion to support municipal operating pressures, and
- Up to \$2 billion to support municipal transit systems.

The Honourable Caroline Mulroney, Minister of Transportation, will provide more information on the transit stream of this funding.

I would also like to acknowledge the Federal government in their role in this historic agreement. As Premier Ford has indicated, "by working together, we have united the country in the face of the immense challenges brought on by COVID-19 and secured a historic deal with the federal government to ensure a strong recovery for Ontario and for Canada".

Under the municipal operating stream, \$1.39 billion will be available to Ontario's municipalities to address operating pressures and local needs. This funding will be allocated in two phases: 50% allocated in Phase 1 for all municipalities, and 50% allocated in Phase 2 for municipalities that require additional funding.

The Safe Restart Agreement also includes a second phase of Social Services Relief Funding (SSRF) totalling \$362 million. This is in addition to significant investments made earlier to the SSRF and in support of public health. Details will be outlined in a letter to Service Managers in the coming days.

Municipal Operating Funding Phase 1: Immediate Funding for Municipal Pressures

Phase 1 of this funding will be allocated on a per household basis and I am pleased to share that the **Municipality of Temagami will receive a payment of \$175,600** to support your COVID-19 operating costs and pressures.

Please note that your municipality is accountable for using this funding for the purpose of addressing your priority COVID-19 operating costs and pressures. If the amount of the funding exceeds your municipality's 2020 COVID-19 operating costs and pressures, the province's expectation is that your municipality will place the excess funding into reserves to be accessed to support COVID-19 operating costs and pressures that you may continue to incur in 2021. Your municipality will be expected to report back to the province in March 2021 with details on your 2020 COVID-19 operating costs and pressures, your overall 2020 financial position, and the use of the provincial funds in a template to be provided by the ministry. More details on this reporting will be shared in the coming weeks.

In the meantime, I am requesting that your municipal treasurer sign the acknowledgement below and return the signed copy to the ministry by email by September 11, 2020 to Municipal.Programs@ontario.ca. Please note that we must receive this acknowledgement before making a payment to your municipality. We intend to make payments to municipalities in September, subject to finalizing details.

Phase 2: Funding for Additional Municipal Pressures

I anticipate that the funding our government is providing through Phase 1 of the municipal operating stream will be sufficient to address COVID-19 costs and pressures for most municipalities. However, we recognize that some municipalities have experienced greater financial impacts arising from COVID-19 than others. As a result, we are offering a second phase of funding to those municipalities that can demonstrate that 2020 COVID-19 operating costs and pressures exceed their Phase 1 per household allocation.

To be considered for this Phase 2 funding, municipalities will be required to submit reports outlining their COVID-19 operating costs and pressures in a template to be provided by the ministry. **These reports will be due by October 30, 2020.**

Municipalities that require additional time to submit their report are asked to reach out to their Municipal Services Office contact by October 30, 2020 to request an extension to November 6, 2020. **Please note that the ministry is unable to consider municipal requests for Phase 2 funding if the municipality has not submitted its report by November 6, 2020.**

A template for this municipal report and request for consideration for Phase 2 funding will be provided shortly and will require:

1. Information about measures the municipality has undertaken to reduce financial pressures (e.g. use of reserves, cost saving measures);
2. Explanation of how the municipality applied or plans to spend Phase 1 funding towards COVID-19 operating costs and pressures;
3. A year-end forecast of COVID-19 operating costs and pressures;
4. Actual COVID-related impacts as of the end of Q3 of the municipal fiscal year (September 30, 2020);
5. Treasurer's statement as to accuracy of reporting;
6. Resolution of Council seeking additional funding.

Municipalities who are eligible and approved to receive funding under Phase 2 will be informed before the end of the calendar year and can expect to receive a payment in early 2021.

Our government will continue to be a champion for communities as we chart a path to a strong economic recovery. We thank all 444 Ontario municipal heads of council for their support through our negotiations with the federal government. Working together, we will ensure Ontario gets back on track.

Sincerely,



Steve Clark
Minister of Municipal Affairs and Housing

c. Municipal Treasurer and Municipal CAO

By signing below, I acknowledge that the per household allocation of \$175,600 is provided to the Municipality of Temagami for the purpose of assisting with COVID-19 costs and pressures and that the province expects any funds not required for this purpose in 2020 will be put into reserves to support potential COVID-19 costs and pressures in 2021. I further acknowledge that the Municipality of Temagami is expected to report back to the province on 2020 COVID-19 costs and pressures and the use of this funding.

Name:

Title:

Signature:

Date:



Corporation of the Municipality of Temagami

Memo No.
2020-M-101

Memorandum to Council

Subject:	Proxies
Agenda Date:	August 27, 2020
Attachments:	

RECOMMENDATION

BE IT RESOLVED THAT Council receive the report on the use of Proxy voting at Council meetings.

INFORMATION

As noted previously, Bill 197 of the Province of Ontario has received Royal Assent. Part of this legislation provides municipalities with the flexibility to incorporate the use of proxy voting during meetings of Council. Council has expanded the use of electronic participation as permitted under Bill 197 so the first question that needs to be answered by Council is which the enhanced electronic participation in meetings of Council, is there a need to also have proxy voting available to Council?

If there is a need then there are a few steps towards this. The legislation provides some limitations. For example, a Member can only appoint another Member as their Proxyholder. In other words, a Member cannot select a member of the Public who is not on Council as their Proxyholder. As well, once a Member has agreed to act as the Proxyholder for a Member they cannot then act for a second Member at the same time. As well, the Member who has appointed a Proxy and is absent from the meeting will not be included when determining quorum.

Appointing a proxy would not provide relief from the absence rules contained in the Municipal Act 2001, as amended. That is, if a Member is absent for three successive months without being authorized to do so by Council resolution, their seat would still be automatically deemed to be vacant.

The legislation does state that the Clerk would develop the process for appointing a revoking proxies. For meeting functionality, should Council wish to proceed with the ability to appoint a proxy, the order of speaking to a motion could be altered to provide that the mover of the motion is afforded the ability to speak first to the motion, followed by the seconder, and then followed by statements read by Proxyholders if comments were prepared by the Member who as appointed them.

There are documents other than the Procedural By-Law that need to be examined to ensure appropriate modifications are recommended for Council's consideration should Council deem that enhanced electronic participation at meetings is not sufficient to ensure Members are able to address agenda items. During this term of Council, absences have been rare and with our use of Zoom, electronic participation is easier than calling in to the conference line.

While the recommendation is for this report to be received (meaning no further work would be done), if Council directs, Staff would start reviewing pertinent By-Laws that may require alterations as well as establishing rules for the use of Proxies which Council could consider in due course.

Respectfully Submitted
Craig Davidson
Treasurer/Administrator



Proxy Voting for Municipal Council Members

July 2020

This document is intended to give a summary of complex matters. It does not include all details and does not take into account local facts and circumstances. This document refers to or reflects laws and practices that are subject to change. Municipalities are responsible for making local decisions that are in compliance with the law such as applicable statutes and regulations. This document applies only to those municipalities whose meeting rules are governed by the Municipal Act, 2001.

This document, as well as any links or information from other sources referred to in it, should not be relied upon, including as a substitute for specialized legal or other professional advice in connection with any particular matter. The user is solely responsible for any use or application of this document.

Overview

The province is providing municipalities with the flexibility to choose to allow proxy votes for municipal council members who are absent. This power helps ensure continuing representation of constituents' interests on municipal councils when a member is unable to attend in person due to, for example, illness, a leave of absence, or the need to practice physical distancing.

Municipalities that wish to allow proxy voting must amend their procedure bylaws to allow a member of council to appoint another member of the same council to act in their place when they are absent.

Optional and Flexible

Allowing proxy voting is optional and it is up to each municipality to determine whether to allow proxies for council and under what circumstances. If a municipal council chooses to allow proxy voting, it is up to each member to decide whether they wish to appoint a member of that council as a proxy or not if they are to be absent.

Municipalities have the flexibility to determine the scope and extent of proxy appointments including, for example, any local rules or limitations, the process for appointing or revoking a proxy, and how proxyholders may participate in meetings. Municipalities may wish to consider:

- how proxies may be established and revoked;
- circumstances where proxies may or may not be used; and
- how a proxyholder may participate in a meeting including voting, speaking, or asking questions on behalf of the appointing member.

If a municipality chooses to allow proxy voting, it would be the role of the municipal clerk to establish a process for appointing and revoking proxies. Municipalities may also wish to consider addressing proxy voting in their code of conduct or other local policies to help ensure that votes are appropriately cast and that the local process is followed.

Once a proxy has been appointed, the appointing member could revoke the proxy using the process established by the municipal clerk.

Limitations

Limits to the proxy appointment process are set out in legislation. These include:

- A proxyholder cannot be appointed unless they are a member of the same council as the appointing member:
 - For upper-tiers, this means that a proxyholder has to be a member of the same upper-tier council as the appointee, regardless of lower-tier membership;

- A member cannot act as a proxyholder for more than one other member of council at a time;
- An appointed proxy is not counted when determining if a quorum is present;
- A member appointing a proxy shall notify the municipal clerk of the appointment in accordance with a local process established by the clerk; and
- When a recorded vote is taken, the clerk shall record the name and vote of every proxyholder and the name of the member of council for whom the proxyholder is acting.

Council member absence rules still apply. This means that a member's seat would become vacant if they are absent from the meetings of council for three successive months without being authorized to do so by a resolution of council.

Accountability and Transparency

Members appointing proxies or acting as proxyholders are required to follow existing accountability and transparency requirements. For example, a member may not appoint a proxy or serve as a proxyholder on a matter in which they have a pecuniary interest under the *Municipal Conflict of Interest Act*. Municipalities may also want to consider transparency measures such as:

- communicating to the public who has appointed a proxy and who is serving as a proxy;
- publishing meeting agendas in advance so that proxies can be appointed, if needed, and potential conflicts of interest can be identified; and
- allowing members to participate electronically when not able to attend meetings in person rather than appointing a proxy.

For more information about existing accountability and transparency requirements, including the Municipal Conflict of Interest Act, codes of conduct and the role of the local integrity commissioner, please see the [Municipal Councillor's Guide](#).

Contact

If you have questions regarding how these new provisions may impact your municipality, contact your local Municipal Services Office with the Ministry of Municipal Affairs and Housing.

- **Central Municipal Services Office**
Telephone: 416-585-6226 or 1-800-668-0230
- **Eastern Municipal Services Office**
Telephone: 613-545-2100 or 1-800-267-9438
- **Northern Municipal Services Office (Sudbury)**
Telephone: 705-564-0120 or 1-800-461-1193
- **Northern Municipal Services Office (Thunder Bay)**
Telephone: 807-475-1651 or 1-800-465-5027
- **Western Municipal Services Office**
Telephone: 519-873-4020 or 1-800-265-4736

Additional Resources

- Municipal Act, 2001: <https://www.ontario.ca/laws/statute/01m25>
- The Ontario Municipal Councillor's Guide: <https://www.ontario.ca/document/ontario-municipal-councillors-guide-2018>



Corporation of the Municipality of Temagami

Memo No.
2020-M-102

Memorandum to Council

Subject:	Terms of Reference – Youth Advisory Committee
Agenda Date:	August 27, 2020
Attachments:	Terms of Reference

RECOMMENDATION

BE IT RESOLVED THAT Council approves the Terms of Reference for the Youth Advisory Committee;

AND FURTHER THAT Staff be directed to seek potential Members to this Committee through normal advertising practices.

INFORMATION

At the meeting of Council held July 16, 2020, Council considered a report outlining the benefits of a Youth Advisory Committee and directed that Terms of Reference for this Committee be created. These are attached to this report.

Normally, we advertise in local papers, the Municipal Facebook page and our website. We can now include our email database as part of our 'normal advertising practices'.

The intent of the Terms of Reference is to provide a starting point. While the Committee may suggest changes to this document, this would be done in such a fashion so as to respect legislation and would be presented to Council for their consideration.

If there are insufficient expressions of interest to sit on this Committee, another method to spark interest will be attempted during the latter part of September.

Respectfully Submitted
Craig Davidson
Treasurer/Administrator

MUNICIPALITY OF TEMAGAMI

TERMS OF REFERENCE

FOR THE TEMAGAMI YOUTH ADVISORY COMMITTEE

Purpose

This is the Terms of Reference for the Temagami Youth Advisory Committee as directed by Council by Resolution 20-204 passed July 16, 2020. The purpose of the Committee is provide youth centric advice, opinion, or options to Council on matters important to the Youth of our Community. The Committee will also consider assuming responsibility for certain events and activities in our Community. These will be discussed with Council at least annually and in conjunction with the Recreation and Events Committee that has been previously established by Council.

Background

Memo 2020-M-073 outlined the benefits of a Youth Advisory Committee to the Youth of our Community and to the Community as a whole. Council will benefit from the knowledge gained from having issues considered from a different perspective. This Committee can be used as training to Administrative Staff. The Youth will benefit from a greater sense of Community and involvement. The ultimate benefactor will be the Community as a whole.

Context and Scope

The Committee shall meet regularly to review items that will be considered by Council and where the Committee deems appropriate, provide comments for Council's consideration.

The Committee will be responsible to organize, facilitate and assist in running certain community programs that are more focused on the Youth.

In carrying out their function the committee shall:

- Implement and develop recreational activities for different age groups;
- Research and make recommendations regarding funding initiatives, or user charges to off-set cost;
- Provide budget submissions for Council's consideration, during the budget process;
- Ensure that the programs are planned with appropriate safety, including public health guidelines, as appropriate;
- If members are working directly with vulnerable persons such as children or elderly in municipal activities a Vulnerable Sector Police Check may be required. The municipality will provide a letter to enabled volunteers to obtain at no cost.

In making their report, the Committee shall also identify/define and advise Council on all pertinent issues, including but not limited to the following:

- Financial considerations regarding events;
- Funding initiatives taken; and
- Level of risk (liability) or obstacles to the municipality.

Committee Members

The Committee shall be comprised of 5 to 10 members. The Committee shall attempt recruit members from the Youth of our community. For the purpose of this Committee, Youth will be defined as those between and including the ages of fourteen (14) to twenty-five (25). Membership should come from different areas of the Municipality whenever possible.

Meetings

As a Committee established by Council, all Meetings are governed by the rules outlined in the Procedural By-Law of the Municipality of Temagami.

Should the Committee wish consideration of different rules for meetings, these shall be recommended to Council for their consideration. Council has the option to approve these recommendations in total, in part, or to require the Committee to follow all of the requirements of the Procedural By-Law.

At a minimum meetings shall be held in public, either in person or through electronic participation (as permitted) and appropriate notice, including agendas, be made prior to the meeting.

Minutes of the meeting shall be maintained by an Administrative Staff Member to the same standard as other meetings as defined by the Municipal Act 2001, as amended.

At the first meeting of the Committee, and when appropriate thereafter, an overview of how meetings in this context work will be reviewed with Members of the Committee.

Administrative Support Staff

The Municipality shall provide Administrative Staff support to the Committee. This support shall include:

- Providing advice on the structure and holding of meetings;
- Providing research and reporting on items as requested by the Committee;
- Provide advice and background information;
- Provide administrative support in preparing agendas and recommendations of the Committee;
- Assist the Chair in performing their duties during the meeting;
- Take minutes of all Committee meetings. Minutes shall record the proceedings of the meeting without note or comment. This means recording the agenda items considered, the general nature of the discussion thereon, and any action items, recommendations, or resolutions resulting there from. The minutes shall be submitted to Council once approved;
- Assist in acquiring information from funding initiatives; and
- Other tasks and/or duties as directed.

Ideally, the assigned Staff will be a more junior member so their work with the Committee can be used as training in parliamentary proceedings. Regardless, Staff will be appropriately directed and supervised by the more senior members of Staff.



Corporation of the Municipality of Temagami

**Memo No
2020-M-103**

Memorandum to Council

☒ **Staff**

Subject: MNRF Forestry Island House

Agenda Date: **August 27, 2020**

Attachments: Permit; Map; Pictures

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo- 2020-M-103.

INFORMATION

Staff attended Forestry Island #34 on August 13th after receiving reports of damages that occurred on August 12th 2020. Campers had been using the property as part of a canoe trip and caused damage to the house located on the property. The individuals broke the windows and door. The property is under MNRF Land Use Permit (LUP) (See Appendix 1 and 2).

Pictures of the building illustrate the damage to the house and the state of the building. (See appendix 3) In accordance with the Property Standards, the building will have to be secured to protect against the entrance of people, the elements and animals. The cost of securing the building will be approximately \$3000.00 (labour, materials and transportation). The OPP did charge 2 adults and 3 young offenders with Mischief under \$5000. The court appearances are set for early November. An estimate for the cost of repairing the windows and doors is being prepared as part of the OPP investigation.

Furthermore, the dilapidated building and shed have fallen into a state of disrepair. The ceilings have collapsed, ceiling rafters have rotted away, floor tiles have lifted and animals have gained access and are living in the building. The house was built at a time when asbestos was used in the drywall, the floor tiles and the exterior siding. The state of the building raises concerns with safety and liability. Since the building is on land under a MNRF Land Use Permit (LUP), staff have been in communication with the MNRF to determine the best course of action and who is responsible from both a liability perspective and the cost to remedy the concerns. The LUP is active until June 30, 2027.

The MNRF Corporate Management and Information Division is currently reviewing the site. Further information will be provided by the local MNRF District Office as soon as information comes available.

Respectfully Submitted:
Daryl Bell,
Municipal Law Enforcement Officer

This Land Use Permit is issued by Her Majesty the Queen in right of Ontario, as represented by the Minister of Natural Resources and Forestry under the authority of Public Lands Act and its regulations, and is subject to the limitations and provisions thereof, and to the terms and conditions set forth herein.

PERMITTEE

This Land Use Permit is issued to : Municipality of Temagami
Post Office Address of Permittee:
Box 220 Phone Number: (705) 569-3272
Temagami ONTARIO P0H 2H0
CANADA

If more than one Permittee is listed above, their liability shall be joint and several.

PURPOSE

This Land Use Permit authorizes the holder for:

Park
Camping

LOCATION OF LAND

This Land Use Permit applies to the following location(s):

Area: 1.00 ha
ARN: 48690000000000000000

As per sketch and description which is attached hereto. A copy of this sketch and description is on file with the Ministry and available for inspection at any time during normal business hours. If there is any inconsistency between the two sketches and descriptions, the sketch and description on file with the Ministry shall prevail.

PERMIT EFFECTIVE DATE: July 01, 2017 PERMIT EXPIRY DATE: June 30, 2027

AMOUNT DUE ON ISSUANCE: \$237.30 (HST included \$0.00)
(includes initial admin fee)

ANNUAL FEE: \$60.00 + \$7.80 (HST) (subject to adjustment)
(annual admin fee + lands fee as applicable)

This Land Use Permit is subject to additional restrictions as set out in the conditions attached.

The issuance of this Land Use Permit does not relieve the Permittee from the responsibility of acquiring any other approvals as may be required by law nor does it relieve the Permittee from any other legal requirements, whether under the Public Lands Act and its regulations or otherwise.

Permittee’s Certification

I certify that the information given herein is true and complete, and that I have read, fully understand, and agree to comply with all the terms and conditions set out in this permit and that I am of the age of majority. I agree that this is the complete agreement between the parties hereto.	
Signature:	Date Signed:

Corporation Use Only

I have the authority to bind herein-named Corporation		
Initials and Surname of Corporation Official	Signature of corporation official	Position

Ministry Approval

Issued by:	Signature:	Date Signed:
Cash Register Validation or Receipt No.		Amount Paid

Conditions Attached: Yes Number of Schedules:

CONDITIONS

This Land Use Permit is subject to the following conditions:

Standard Conditions

It is agreed by the parties that:

1. This Land Use Permit gives the Permittee the non-exclusive right to occupy the described lands only. The described lands may be used only for the permitted purpose specified in this Land Use Permit and no other purpose.
2. The Permittee shall at all times comply with all applicable laws, regulations, by-laws, government orders and directions in its use of the described lands.
3. The Permittee shall be solely responsible for obtaining any other necessary permits, licenses and approvals relating to the use of the described lands by the Permittee.
4. The Permittee may not affix any building, structure, or works on the described lands (including posting any signs or notices), nor make any alteration, renovation, enlargement, reconstruction or other improvement to the described lands without the written approval of the Ministry, except as otherwise expressly permitted in this Land Use Permit.
5. The Permittee shall maintain the described lands in a clean, sanitary and safe condition, in accordance with any applicable legislation, regulations, by-laws, government orders and directions. Without limiting the generality of the foregoing, the Permittee is an occupier for the purposes of the Occupier's Liability Act and Trespass to Property Act, and shall take such care as in all circumstances is reasonable to see that persons entering on the described lands, and the property brought on the described lands by these persons, are reasonably safe while on the described lands.
6. The Permittee shall not allow waste, garbage or other objectionable material to collect on the described lands.
7. The Permittee shall not bring any hazardous substances or other contaminants onto the described lands without the approval of the Ministry. The Ministry may impose conditions on any such approval. In the event that the described lands are contaminated by any act or omission of the Permittee or its invitees, the Permittee shall undertake all necessary remediation of the described lands to contain and remove such contamination, at its sole cost and expense. If the Permittee fails to undertake such remediation or to diligently complete such remediation, the Ministry may undertake such remediation on the Permittee's behalf, at the expense of the Permittee.
8. The Permittee shall deliver to the Ministry a completed occupier's self-reporting form with accompanying photographs from time to time on request of the Ministry, depicting the then-current state of the described lands.
9. The Ministry may inspect the described lands from time to time for the purpose of ascertaining compliance with Sections 4, 5, 6 and 7 of this Land Use Permit. The Ministry may issue a notice of repair and maintenance to the Permittee. The Permittee shall immediately undertake all repairs and maintenance outlined in such notice. If the Permittee fails to undertake such repairs and maintenance or to diligently complete such repairs and maintenance, the Ministry may undertake such repairs and maintenance on the Permittee's behalf, at the expense of the Permittee.
10. Access to the described lands, and quality of that access, is strictly the responsibility of the Permittee.
11. If the term of this Land Use Permit is longer than one year, the Permittee will pay the fee shown in this Land Use Permit (which is subject to change if so indicated), concurrently with the signing and delivery of this Land Use Permit by the Permittee to the Ministry and thereafter by no later than each anniversary of the commencement of the term. If the fee is indicated as a one-time fee, the Permittee shall pay the fee shown in this Land Use Permit concurrently with signing and delivery of this Land Use Permit by the Permittee to the Ministry.
12. The Permittee shall be responsible for prompt payment of all real property and other taxes that may be levied against the described lands and the Permittee's use thereof (including payments that may be made by the Crown in lieu of such taxes).
13. The Permittee shall be responsible for all utilities consumed by the Permittee on the described lands and shall pay the cost of such utilities to the Ministry or directly to the applicable utility company, as the Ministry may direct.
14. The Permittee shall indemnify, defend, save and keep harmless the Crown, its officers, employees, elected officials, servants and agents from and against any and all claims, demands, suits, actions, damages, losses, costs or expenses arising out of any injury to persons (including death) and loss or damage to property, which may be or be alleged to be caused by or suffered as a result of or in any manner associated with: (a) the exercise of any right or privilege granted to the Permittee by this Land Use Permit; and (b) any act or omission of the Permittee or its invitees while on the described lands.
15. The Permittee shall keep a copy of this permit available at all times while on the described lands and shall produce it on demand to any Ministry official.
16. This Land Use Permit may not be assigned or transferred, mortgaged or pledged. If the Permittee is a corporation, the Permittee may not undergo any change of control. Sublicenses or other sharing of occupancy is prohibited. The Permittee shall notify the Ministry prior to any proposed sale or transfer of the improvements installed or made on or behalf of the Permittee on the described lands and the sale or transfer of such improvements shall not entitle the purchaser or transferee to an assignment of this Land Use Permit or the issuance of a new land use permit.
17. This Land Use Permit and all rights of the Permittee shall automatically terminate on the earlier of:
 - (a) the stated expiry date;
 - (b) the death, bankruptcy or insolvency of the Permittee;
 - (c) if the Permittee is a corporation, on the winding up or dissolution of the Permittee.
 The Permittee shall not be entitled to a refund of any fees paid by the Permittee in such circumstances.
18. Without limiting the Ministry's other rights in the Land Use Permit or at law, the Ministry may terminate the Land Use Permit upon 15 days' notice to the Permittee (or such longer period as may be provided by the Ministry in its sole discretion), where:
 - (a) the Permittee has failed to comply with any of the terms and conditions of this Permit and such failure is not rectified within the notice period provided by the Ministry; or
 - (b) the Ministry considers it to be in the public interest to do so;
 provided that where there are less than 15 days remaining in the term of the Land Use Permit, then the Ministry may terminate the Land Use Permit immediately on notice to the Permittee. The Permittee shall not be entitled to a refund of any fees paid by the Permittee in the circumstances described in Section 18(a), but shall be entitled to a

proportionate refund in the circumstances described in Section 18(b).

19. Upon termination of this Land Use Permit or prior to expiry of this Land Use Permit if the Permittee will be granted no further right to occupy the lands in question, the Permittee shall remove all improvements, property or other assets belonging to or installed by or on behalf of the Permittee on the described lands (including any signs or notices posted by the Permittee), at its sole cost and expense. The Permittee shall leave the described lands in a clean and safe condition, restored to its original state prior to the use of the described lands by the Permittee. The Permittee shall also promptly deliver to the Ministry a completed occupier's self-reporting form and accompanying photographs of the described lands evidencing the completion of such obligations. Any improvements, property or assets remaining on the described lands following expiry or termination of the Land Use Permit may be disposed of by the Ministry at the expense of the Permittee or, at the option of the Ministry, may be retained by the Ministry as the property of the Crown without compensation to the Permittee. If the Permittee fails to leave the described lands in a clean and safe condition, restored to its original state, the Ministry may undertake such work as is necessary to restore the lands to the required condition, at the cost and expense of the Permittee.

20. The Permittee acknowledges and agrees that:

(a) upon expiry or earlier termination of the Land Use Permit, the decision to issue a new permit is at the sole discretion of the Ministry, and the Permittee has no right to, nor reasonable expectation for, the issuance of a new permit based on prior use of the described lands;

(b) the successive issuance of any permit or permits for the use of the described lands will not create any future rights or interests whatsoever in the land;

(c) the making of any improvements to or on the described lands (whether or not permitted by the Ministry) will not confer upon the Permittee any right to use the described lands other than within the terms of this permit, nor will it give the Permittee any right to an expectation of future permits;

(d) there are no other representations, warranties or conditions between the Crown and the Permittee, for the use of the described lands or that the described lands are fit for the Permittee's intended or permitted purpose;

(e) this Land Use Permit does not convey any right, title or interest in the described lands and is a Land Use Permit only;

(f) this Land Use Permit does not convey any right, title or interest in any trees standing, growing or being on the described lands, or in any minerals, sand, gravel or similar materials, in, on, or under the described lands. Use of any such materials, unless specifically authorized herein, must have separate written authorization from a Ministry Official.

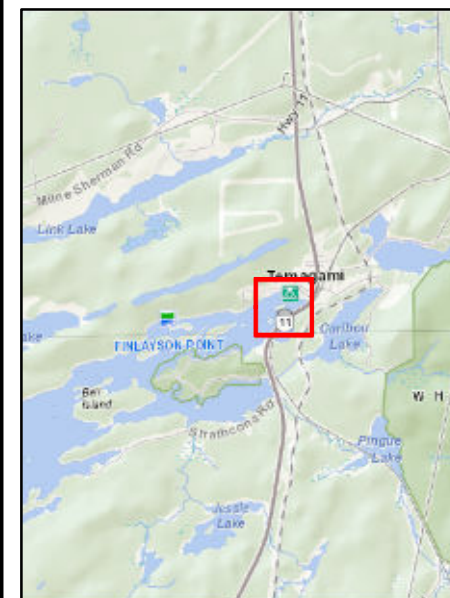
21. The Permittee's obligations set forth in Sections 4, 5, 6, 7, 9, 11, 12, 13, 14 and 19 shall survive the expiry or earlier termination of the Land Use Permit.

22. This Permit is a record for the purposes of (and is subject to) the provisions of the Freedom of Information and Protection of Privacy Act.

Forestry Island Temagami

Legend

- Highway/Arterial
- Crown Disposition Land Use Permit
- Crown Disposition Licence of Occupation
- Patent Land



0 0.0325 0.065 0.13 km



Map Produced By : North Bay District
 Date Produced : 07/14/2020
 Map Projection : NAD 1983 UTM Zone 17N
 Data Sources : Base Data - Land Information Ontario
 Map Purpose : Values

This map is illustrative only. Do not rely on it as a precise indicator of routes or locations, nor as a guide to navigation. This map was produced for the Ministry of Natural Resources and Forestry for internal use only, and is not intended for external distribution.











Corporation of the Municipality of Temagami

Memo No.
2020-M-104

Memorandum to Council

Subject: Reseller Access

Agenda Date: August 27, 2020

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council direct Staff to start the process to lobby the CRTC, as manager of Ontera's tariff and service offerings, to require upgrades to Ontera's technology system which would allow third party access for communication services;

AND FURTHER THAT this resolution be forwarded to Municipalities along the Highway 11 corridor for their support, as well as Anthony Rota, MP, John Vantoff, MPP, and the appropriate government ministers.

INFORMATION

In most areas of the Province, consumers have the ability to purchase internet services through different resellers. These Internet Service Providers (ISP), such as Comwave, Teksavvy, and Sunwire, purchase wholesale internet access from the system owner, in most cases Bell Canada, and then offer the internet through various packages. In fact, in the case of Teksavvy (and other similar), they have agreements with smaller internet providers. This provides the ability for smaller providers in rural communities a cost effective wholesale access to the internet without the need to attempt to negotiate directly with the system owner.

Personally, I first experienced the topic of this report when I was in Moosonee. After calling Comwave (their commercials note a pretty good deal) I was informed that they had no access to the system in Moosonee. In fact, they do not have access to any of the wire based infrastructure that is owned by Ontera.

Most recently, it has been learned that the CRTC controls how Ontera is managed with regards to Bell. Assuming this is the case, the CRTC should be contacted noting that they have, in essence, created a monopoly which goes against their policies and further that they be requested to use their authority to require Ontera's system be updated to provide for third party reseller access, including the ability to port numbers to different carriers.

While this would not solve all of our cell and internet woes, typically when there is competition there is better service provided at a more reasonable cost.

Respectfully Submitted
Craig Davidson
Treasurer/Administrator



Corporation of the Municipality of Temagami

Memo No
2020-M-105

Memorandum to Council

Subject:

Feed-in Tariff Microfit Contract (Bylaw 12-1059)

Agenda Date:

August 27, 2020

Attachments:

Temagami Fire Hall Roof - Solar Panels

RECOMMENDATION

WHEREAS the Temagami Micro-FIT (solar panel array) installation on the Fire hall roof has caused significant damage to the roof to the point where a new roof is required to address multiple leaks inside the fire hall;

AND WHEREAS it may be in the best interest on the Municipality to relocate the Micro-FIT or terminate the Temagami Micro-FIT contract based on additional information;

NOW THEREFORE BE IT RESOLVED that Council directs Staff to obtain a structural engineer evaluation of the existing building's ability to support the additional weight load capacities of the existing roof to safely support 1) a new roof covering (re-roof); and 2) the additional weight of the solar panel array design;

AND FURTHER THAT based on the results of this evaluation, Staff prepare a report that provides a recommendation on either continuing with the Micro-FIT installation on the new roof of the fire hall or to initiate the process to terminate the Micro-FIT contract.

INFORMATION

Executive Summary:

March 2012 – entered into 20-year Micro-FIT contract – install tender price: \$50,200 (unconfirmed).

Revenue to date: \$49,674.82

Maintenance costs to date: solar equip & roofing deficiencies: +\$8,140

Anticipated costs for re-roofing fire hall (without the solar system) \$40,000.

- Existing structure may not support the added weight of a new roof and the solar system.
- Installing the solar system might void the new roof warranty

After roof installation, it is estimated the Micro-FIT project has cost the Municipality +\$56,665.

- Installing the solar panels on top of the new roof is an additional unknown cost (+\$10,000)

Micro-FIT contract does not allow for re-location; the contract has a set price (no annual increase) of 80.2¢/kWh. The supplier (Municipality) can cancel the contract, without penalty, by providing a 30-day notice to ISO.

Based on a Solar panel “efficiency loss of 4%” annually, & projected revenue of \$6,450 in 2021, the total estimated revenue calculated: \$58,000 if there is no equipment failure (highly unlikely).

Staff have started implementing the capital project to reroof the Fire Hall.

As disposal of the solar system is a consideration, a review of solar panels listed on Kijiji & GovDeals.ca suggests used solar panels have a value of \$100 each (\$5,200); have not been able to find any sales specifically for solar panel support racks.

Additional Details

The Temagami Fire Hall is a Robertson Steel (pre-fab) building, built in 2000. The Building was designed / engineered for snow, ice, rain and wind loads only. The building was never engineered for installation of the solar panel array, covering approximately 40% of the roof.

Power generation revenue decreased in 2013 through 2016. 2016 maintenance included diagnose & rectify problems with inverters, solar panels, & array wiring; pursued replacement or warranty repairs available (\$2,441).

June 2017 the Fire Chief identified 4 roof leaks in the fire hall attributed to solar panel install – September 2017: system was de-energized and 2 applications of roofing compound applied to screws/fasteners (\$5,700). Treatment appeared successful (late fall/early winter). Note: Solar System remained de-energized through the winter, reenergized in late April / early May 2018.

2018: Solar system re-energized in April, Fire Chief reported 1 leak in roof in May. Roofing contractor indicated leaks not necessarily where the leak is seen inside, water could be following roof panel seams for long distance before coming through, no guarantee future compound applications would solve the problem

2019: Fire Chief reports +3 leaks in roof (June), by early fall total of 8 spots where water is dripping through the roof insulation vapour barrier, some are intermittent leaks, while other spots required pails to be placed to catch constant water drips. Total annual revenue in 2019 was \$7,057

2020: Staff started the capital project for the Fire Hall roof.

- Phase 1: De-energizing and removal of the solar panel system. Municipality will have electrician reenergize the system and make it safe for contractor to remove & transport solar panels to the former ski chalet for storage (until the future of the solar panel system is determined).
- Phase 2: Draft Request for Proposal for re-roofing being circulated for staff comment; would include removal of solar panel racking in conjunction with new roof cover (re-roof) installation & structural engineer's evaluation/certification that the current structure can safely support the additional weight of their proposed roofing solution.

Treasurer/Administrator Comment – if the resolution is adopted we will review the requirement first with Tulloch Engineering as they are our Engineers of Record.

Prepared by:

Reviewed by:

Jim Sanderson, Temagami Fire Chief

Craig Davidson, Treasurer/Administrator

Temagami Fire Hall Roof - Solar Panels

Panels:

2 rows of 11

3 rows of 10

Panel size:

3'x6' (est.)





Corporation of the Municipality of Temagami

Memo No.
2020-M-106

Memorandum to Council

Subject:	Canoe Fund
Agenda Date:	August 27, 2020
Attachments:	

RECOMMENDATION

BE IT RESOLVED THAT Council supports, in principal, the 50' Canoe Project;

AND FURTHER THAT Council directs Staff to establish a reserve for the purpose of receiving donations from the community for this project;

AND FURTHER THAT Staff be directed to issue appropriate receipts for these donations as permitted by the Income Tax Act;

AND FURTHER THAT Council directs that costs for this project be paid through this fund.

INFORMATION

As previously reported, there is a group that is working to create a landmark in Temagami being a 50' Canoe. We have worked with the Ministry of Transportation and have a potential location in front of the Train Station.

Our understanding is that there is sufficient community interest in this project that the costs will be covered through donations. As the Municipality would be the benefactor of this project, donations, if made through the Municipal Office, are eligible for a receipt that can be used by the donor as permitted by the Income Tax Act.

In order to ensure these costs and donations are segregated from the rest of Municipal operations, a reserve account can be established for this purpose. This is one step below a forma Trust Account, which Council could choose to do. A trust fund would have a separate audit, at an additional cost, while a reserve account would be included with the accounts examined during the annual financial audit.

Respectfully Submitted
Craig Davidson
Treasurer/Administrator



Corporation of the Municipality of Temagami

Memo No.
2020-M-107

Memorandum to Council

Subject:	Canoe Project
Agenda Date:	August 27, 2020
Attachments:	

RECOMMENDATION

BE IT RESOLVED THAT Council direct Staff to prepare options to enclose the 50' canoe during its construction and bring a report to the next meeting of Council.

INFORMATION

Part of the community interest in this project is being able to work 'hands on' through various phases of this project. In order to facilitate this, appropriate space is required. Depending on the timing, this space may need to be heated but at a minimum, there should be protection from the elements in any solution that is suggested.

Council has, as options, to have Staff investigate different options or to advise the coordinate of the project that we are not aware of any suitable buildings.

Respectfully Submitted
Craig Davidson
Treasurer/Administrator



Corporation of the Municipality of Temagami

Memo No.
2020-M-108

Memorandum to Council

Subject:	Request from Train Station Tenants
Agenda Date:	August 27, 2020
Attachments:	Letter from Train Station Tenants dated March 30/20

RECOMMENDATION

BE IT RESOLVED THAT Council direct Staff to waive/refund rental payments for the Train Station tenants for the months of April, May and June 2020;

AND FURTHER THAT these costs be recorded as emergency response costs.

INFORMATION

At the meeting of Council held June 4, 2020, a letter from Living Temagami requesting that the Municipality waive and/or refund rental payments for the Train Station tenants for the months of April, May and June 2020 was presented to Council.

The recommendation above was deferred by Council until any information regarding possible COVID funding was received. Elsewhere on this agenda there is a report dealing with COVID funding being received from the Province in the amount of \$175,600.

As noted previously, we presently charge each tenant \$500 per month which includes utilities etc. This is already a reduction from the initial position Council at the time had regarding the appropriate rent for the Train Station which was established by resolution at \$1,600 plus utilities etc.

Should Council adopt the recommendation, these costs would be included as emergency response costs and be part of the reporting that is due to the Province at the end of October.

Of course, Council is free to adopt this recommendation or not.

Respectfully Submitted
Craig Davidson
Treasurer/Administrator



Living Temagami

~ Arts & Culture ~

Temagami Train Station - 6715 Highway 11 North

P.O. Box 565, Temagami, Ontario, P0H 2H0

livingtemagami@gmail.com



Date: March 30/20

From: Board of Directors , Living Temagami Arts & Culture, Chamber of Commerce and Temagami Community Foundation

To: Mayor and Council, Municipality of Temagami

Re: Rent

We are jointly requesting that council consider waiving the rent on the building till this Covid crisis is behind us. We respectfully request that our limited resources be put to keeping the organizations open and functioning while our ability to generate revenue has all but disappeared.

All indications are that the federal and provincial governments are in the process of providing funding to municipalities to help out in just these types of circumstances. This will help to ensure that we have resources to restart when the all clear is given.

Dave MacDonald

Living Temagami Arts&Culture

Penny St. Germaine

Temagami Chamber of Commerce

Bill Kitts

Temagami Community Foundation



Corporation of the Municipality of Temagami

Memo No.
2020-M-109

Memorandum to Council

Subject:	Request to Amend the Animal Control By-law 10-870
Agenda Date:	August 27, 2020
Attachments:	Letter from resident

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo 2020-M-109.

INFORMATION

Staff reviewed a request from the tenants at 5 Kanichee Mine Rd. requesting an amendment to the Animal Control By-law 10-870, as amended, to permit the keeping of domestic fowl, namely 6 laying hens and a chicken coup.

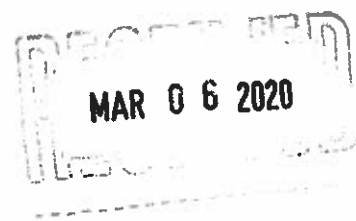
The by-law allows for the keeping a maximum of 4 dogs or cats on residential properties. All other animals are prohibited except where permitted by the Zoning By-law. Section 29 allows for the keeping of domestic fowl on property zoned Agricultural.

The property is zoned as Rural Residential (R3) which does not allow for keeping of farm animals. The property would require an amendment to the Zoning By-law and may require an amendment to the Official Plan.

Furthermore, the request comes from the residents of the property and would require applications from the property owner.

Respectfully Submitted:
Daryl Bell,
Municipal Law Enforcement Officer

5 Kanichee Mine Road
Temagami, Ontario
POH 2H0



Dear Council Members.

We are writing you, asking for a site specific amendment to part IX of By-Law 10-870 Section 29 - Domestic Fowl

We would like to keep a chicken coop and outside run, for 6 laying hens on our property. We have talked with the adjoining neighbors, they have no issues. If permitted, they will be for personal use only. They will be enclosed at all times, and food will be stored indoors. We live 5 Km outside of town.

Thank you for your time. we look forward to hearing from you

Sincerley:

Derek Crowther

Sherry LeDrew

1-705-569-4311



Corporation of the Municipality of Temagami

Memo No.
2020-M-110

Memorandum to Council

Subject: Letter from Mr. MacLachlan

Agenda Date: August 27, 2020

Attachments:

RECOMMENDATION

BE IT RESOLVED THAT Council direct Staff to prepare a reply letter for the Mayor's signature based on the contents of this report.

INFORMATION

We received a letter dated July 22, 2020 from Mr. Ian MacLachlan. We also received a copy of a letter sent to the Right Honourable Justin Trudeau by Mr. MacLachlan and Ms. Judy Gouin. These letters are attached to and form part of this report.

The letter addressed to the Prime Minister is provided to Council for their information.

On the letter addressed to Mayor and Council, there are a few topics of conversation.

The first topic deals with our forest industry. While it is more commonplace today for harvesting practices to include selective cutting and planting areas where logging operations occur, we are nearing the end of the process that would see the Temagami Forest Tenure being managed by an independent corporation that is a cooperative effort between industry, First Nations and municipal communities. We are scheduling John Kenrick to be a delegation at a future Council meeting to review the progress made in this regard and the structure that will be in place to ensure proper management of our forest resource.

The third topic (the second topic will end this report) is urging the municipality to take advantage of any and all programs that will result in the reduction of fossil fuel use. We presently do take these under consideration. The latest example of this is the LED streetlight retrofit program. This will see our use of electric energy reduce.

For the other topics (the second topic is next), we are taking a few steps. We are working on a report concerning electric vehicle charging stations which should be on the next agenda. We have plans for enhancements and maintenance of the trails although this does take time and money.

We will be putting our microfit project on pause for the moment. The revenue generated does not quite pay for the additional maintenance cost required with the roof installation.

As for the second topic, the declaration of Temagami as a Blue Community. Also attached to this report is information for Council's consideration on what this entails. According to this document there are three parts to the water commons framework that is the foundation of being a Blue Community. These are recognizing water and sanitation as human rights, banning or phasing out the sale of bottled water in municipal facilities and at municipal events, and promoting publically financed, owned, and operated water and wastewater services.

On the first point, the majority of our water and wastewater charges are levied through the tax bill process. As such we have not created a practice to shut off water for non-payment. Apart from that, establishing human rights in Canada is out of Council's domain. The draft resolution on page 9 of the attachment

appears to recognize this but Council would need to be clear that any resolution considered and passed is within our area of influence.

On the second point, while we do not have many events where refreshments are sold, presently water is offered as an option to carbonated beverages or juices. We could include public water fountains in future capital plans and this should probably be the first step towards any potential ban of the sale of water in plastic bottles. This would allow people to have an option as noted above. It should also be noted that at Council meetings etc., we typically use water from jugs, not plastic bottles.

The third point may cause some concern. While our water and wastewater systems are publically finance and owned, there may be some question whether they are publically operated. The Ontario Clean Water Agency (OCWA) is a Provincial Crown Corporation. Whether this is considered to be publically operates could be debated. We have an operating agreement with OCWA until 2028 and even then, should the definition be translated to mean that municipal staff would operate the water and wastewater facilities in house, the number of qualified people (provincial requirement) that are needed to operate water and waste water systems would have the effect of increasing our workforce. While this could be done, Council should ensure that any resolution considered and passed today do not force a certain course of action, where there are few options, if any, in the future.

I think we can agree that the area of water and wastewater, as well as practically every other infrastructure area municipalities have, have been severely underfunded since the mid 1990's and the gap between available funding and funding required is widening and is beyond the ability of the property tax base to finance.

Staff could draft a reply for the Mayor to consider and sign replying to this letter using the points outlined above.

As a final consideration, at the beginning of this term of Council, terms of reference were developed for climate change committee. We did advertise for possible membership but received no additional names interested to be part of this committee. This could be part of the discussion next month as we discuss the implementation priorities of the Strategic Plan.

Respectfully Submitted
Craig Davidson
Treasurer/Administrator

Mayor Dan O'Mara and Council,
Municipality of Temagami
7 Lakeshore Drive
P.O. Box 220
Temagami, ON
P0H 2H0

July 22, 2020

Dear Mayor O'Mara and Council,

Thank you for your effective and ongoing efforts to serve and inform this community despite the disruptions and difficulties of the continuing COVID pandemic. Happily, we will eventually be successful in stabilizing this health crisis with some combination of immunization, treatments and other mitigating strategies.

Unfortunately, this world faces a much greater problem. Our ongoing emission of greenhouse gases into the planet's atmosphere is resulting in accelerating world-wide climate change. We are all aware of negative consequences already. Scientists are telling us that if we do not radically and rapidly reduce the volume of emissions, we are looking at our own extinction and the destruction of life as we know it on planet Earth.

We know that the use of fossil fuels is the main contributor to greenhouse effects. We have made a good start on finding and implementing energy alternatives to lower greenhouse gas emissions, but we have not done enough fast enough to get ahead of this possible disaster. Most of the world's top scientists in this field are now calling this a climate emergency not just a crisis. They tell us that we need to act decisively now to reduce problem gas emissions to half their present level before 2030 and achieve net zero carbon levels before 2050 to have any reasonable chance of getting to a survivable and sustainable future.

I noted above that we will manage the current health crisis. We will also begin to manage the extensive associated economic disruption. In Canada and much of the world massive financial stimulus will be a major management tool. Given the dire existential emergency we are all facing, we must not squander this opportunity. We must invest these stimulus funds to further our necessary transition from the destructiveness inherent in the old fossil fuelled past to survival in a sustainable new and better future.

This necessary transition to a greener future will have significant benefits for us humans and will also benefit the wellbeing of all life here on Earth. The process of transition itself will not be easy. We must leave our dependence on fossil fuels behind and we must do it fast. We have the technology, we have the resources, we have the know how, we must find the will. We will need the best in each of us and we will need each other to succeed. TOGETHER WE CAN DO THIS!!

Temagami will have the opportunity to participate in the coming economic stimulation investment process. We have to decide what needs to be done locally that will serve our communities economically and environmentally. Then we need to ask for, lobby for, and push for the programs that benefit our economic situation and are consistent with a green recovery. We do not serve our country or our constituents if we don't do both.

We have a wealth of experience, ideas and commitment within this council and the municipal staff and I am sure that more of the same can be found in all parts of this community and beyond. LETS START NOW!!

Here are a few thoughts that have come my way that might be useful:

We have inherited some of the finest forest left in this world. Let's continue to protect it and expand it by replanting as much deforested land as possible. Let's look at our forestry practices to be sure they are concurrent with best practices to both sustain the forest and to maximize the many benefits it provides including the value of carbon sequestering.

We have an abundance of beautiful clean water. In a rapidly heating world water, especially clean water, is getting rarer. We need to continue and enhance our efforts to nurture and protect this gift of nature. One enhancement would be to officially declare Temagami a Blue Community committed to public management and stewardship of water and opposed to the commodification or export of this common necessity.

Given that buildings and transport are still heavy fossil fuel users, I suggest we take advantage of any and all programs that will result in reduction of fossil fuel use. Items such as upgrades to heating and cooling systems, energy conservation measures including upgrades to appliances, windows, doors, insulation, caulking, ventilation etc.

Domestic or community green energy generation projects would be appropriate.

Any investment in vehicle charging infrastructure, and encouragement to switch to electric vehicles or equipment, including recreational vehicles, could help.

Trails and recreational facilities maintenance, upgrades or expansion would also serve the dual goals of economic recovery and transition to a prosperous, sustainable, green future.

Thank you for your kind consideration of this submission.



Ian MacLachlan
214 Lowell Lake Rd.
P.O. box 552
Temagami, ON
P0H 2H0
705 569 4788
E-mail: [kershploing@gmail.com](mailto:kershploring@gmail.com)

cc: Arnold Paul, Chief,
Temagami First Nation
Bear Island
Lake Temagami, ON
P0H 1C0

Brit Hyde, President,
Temagami Lakes Association
1720 Lake Temagami Access Rd.,
Temagami, ON,
P0H 2H0

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

July 25, 2020

Dear Sir,

We know you are aware of the extraordinary opportunity presented by the need to reconstruct Canada's economy after the first wave of COVID-19. We urge you to be fearless in taking this opportunity to build a new Canada, a world leader in climate consciousness, an innovator in 'green' technologies, a country and a people focused on the needs and rights of future generations of humans around the planet.

We appreciate that the regions of our country vary in character, that their human resources, natural resources and histories are different. We appreciate that their economies and cultures, and hence their political cultures, are equally varied. What they all share at this moment is the looming crisis of human-induced climate change. While they will suffer differently from an over-heated planet, they will all suffer. Surely it is your responsibility, as the country's leader, to prevent that suffering as much as possible.

We recognize that there are political risks involved in taking on such leadership. We recognize that the personal and political costs, for you, your government, and for Canada, could be enormous. We urge you to consider that the only politics that matter in this moment are the politics that make possible the continued survival of humanity. Our youth, the world's youth, will recognize the value of such leadership, and its value to the generations that will, we hope, succeed them.

We therefore urge you and your government to withdraw your support for fossil-fuel industries in favour of policies and programs to encourage the rapid development of alternative energy sources and their applications to every aspect of life in Canada. The skills of workers in the fossil-fuel industries are not applicable only to those industries. The economic dependence of provinces on fossil-fuel industries has resulted from deliberate choices made by successive governments over decades. Deliberate choices can also be made to eliminate that dependency in favour of economies that are diverse, innovative and sustainable, economies that will ensure the prosperity of those provinces beyond the twenty-year future left to fossil fuels.

We also want to emphasize the urgency of the present moment by reminding you that the climate change we are experiencing today is the result of greenhouse gas emissions produced in the past. By continuing to produce these emissions, we will exacerbate and accelerate our current problems. We are fast approaching a point where no action we take will stop climate change. There is no time to lose.

Respectfully yours,



Judy Gouin
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POH 2H0
Tel: (705) 569-2621
E-mail: jumago@xplornet.com



Ian MacLachlan
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E-mail: [kershploing@gmail.com](mailto:kershploring@gmail.com)

cc. The Honourable Chrystia Freeland,
Deputy Prime Minister and Minister of Intergovernmental Affairs

The Honourable Navdeep Bains,
Minister of Innovation, Science and Industry

The Honourable Jonathan Wilkinson
Minister of Environment and Climate Change

The Honourable Anthony Rota
MP, Nipissing-Timiskaming

The Honourable Doug Ford,
Premier of Ontario and Minister of Intergovernmental Affairs

The Honourable John Vanthof,
MLA, Timiskaming-Cochrane

Dan O'Mara, Mayor, ✓
Municipality of Temagami



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2020-M-111

☒ Staff

Subject:	Living Temagami – Qualified Donee Request
Agenda Date:	August 27, 2020
Attachments:	Description of Project from Living Temagami

RECOMMENDATION

BE IT RESOLVED THAT Council approve the request to be a flow through qualified donee for Living Temagami if successful in their application to the Ontario Trillium Foundation to develop an online hub for tourism experiences.

AND FURTHER THAT all requirements associated with the funding application and all future maintenance and updating of the website will be the responsibility of Living Temagami.

INFORMATION

Living Temagami Arts & Culture became incorporated February 19th, 2020. The Ontario Government and Ontario Trillium grants available at this time require an organization to be operating as an incorporated entity for one entire year prior to being considered eligible to independently apply for a grant. Without collaborative assistance by an established, eligible party, they would be unable to apply for any investment programs towards our region's wellness before February 19th, 2021, when these opportunities may no longer be available.

The Ontario Trillium Foundation's Resilient Communities Fund (with a deadline of September 2, 2020) is willing to support up to 100% of the costs of a venture building "organizational capacity and their ability to deliver programs and services" so they can "create and/or adopt new approaches for organizations to work together to meet the needs of communities." Furthermore, the current socio-economic COVID climate and globally recognized importance of an online presence, has made this the ideal time to develop the region's online footprint. Living Temagami wants to apply for assistance while development funding is still available and tourists are still browsing for new remote holiday opportunities in Canada.

Municipal Staff have reviewed the application guidelines/eligible projects and it does not pair well with any of the municipal projects that have been discussed by council or staff in the past.

This project would benefit the community and surrounding area. And could lead to greater interest in visiting and/or establishing roots here.

There are to be no direct financial costs to the Municipality for the project, though there may be minimal personnel related costs as Living Temagami is looking to gather information that may be easily accessible to municipal staff, to populate the website.

Prepared by:
Sabrina Pandolfo
Deputy Treasurer

Trillium Grant Collaboration Proposal for the Temagami Municipal Council

Background & Eligibility Concerns Initiating this Proposal:

Living Temagami Arts & Culture became incorporated February 19th, 2020. The Ontario Government and Ontario Trillium grants available at this time require an organization to be operating as an incorporated entity for one entire year prior to being considered eligible to independently apply for a grant. Without collaborative assistance by an established, eligible party, we would be unable to apply for any investment programs towards our region's wellness before February 19th, 2021, when these opportunities may no longer be available.

The Ontario Trillium Foundation's Resilient Communities Fund (with a deadline of September 2nd 2020) is willing to support up to 100% of the costs of a venture building *"organizational capacity and their ability to deliver programs and services"* so we can *"create and/or adopt new approaches for organizations to work together to meet the needs of communities."* Furthermore, the current socio-economic COVID climate and globally recognized importance of an online presence, has made this the ideal time to develop our region's online footprint. Living Temagami wants to apply for assistance while development funding is still available and tourists are still browsing for new remote holiday opportunities in Canada.

We come to the Municipality of Temagami, requesting that you act as the primary "eligible" party within our collaborative application to the Ontario Trillium Foundation's Resilient Communities Fund. Trillium identifies a collaborative venture as being:

"When two or more organizations with a well-defined relationship submit an application for funding in which the organizations are working jointly to achieve a common goal. Characteristics include mutual benefit, shared decision making and accountability to each other and to the communities they serve. A collaborative may include both eligible and ineligible organizations who are in good standing (...)"

The Community Programming, E-commerce, and Regional Tourism Website Project:

Living Temagami intends to create an active website where the merits of our Northern Ontario regional offerings can be highlighted and easily accessed by aspiring tourists and arts aficionados. This project allows us to apply through two application investment streams: "building inclusive and engaged communities together" and "enriching people's lives through arts, culture and heritage".

Northern Ontario visitors and promoters constantly struggle with the inability to access the diverse arts, culture, and experiential offerings of our region. Tourists are forced to independently track down every minute webpage and event across Facebook, Twitter, hotel booking sites, chamber pages, and municipal websites. When they do, they are constantly facing stagnant webpages and inaccessible event calendars along the way. Unlike the events and programming pages found in major hubs like Ottawa, Montreal, of Toronto, which also include programming in surrounding regions, we do not have a user-friendly page that draws attention north. There also isn't a "go-to" e-commerce page that showcases the wealth of northern arts and culture creations available, which can bring international dollars into the region, especially by those interested in First Nation arts (like the German tourism circles).

We aspire to create a website that highlights regional offerings alongside an e-commerce platform and bookings page. On this site a tourist would be able to order Northern Ontario-made arts and cultural creations from afar, access regional hotel, restaurant and services pages when planning a regional trip,

and create their own personally generated touring plan based on their route and interests. By creating a broader “Northern Ontario” oriented landing page, we can create a network of interconnected sub-pages under one umbrella, allowing the visitor to see a plethora of options. This means that a person seeking information about one specific region will be “drawn down the rabbit hole” to many other local subpages along the way, which they would not have otherwise looked up. Providing this plethora of touring and purchasing opportunities will encourage visitors to spend their money in Northern Ontario because it will clearly show the many opportunities that await them. Rather than competing with each other, a united tourism display will allow us to compete with other regional destinations, like Niagara and Muskoka, within the greater experiential-tourism scene.

We are currently planning to unite our online capabilities with Economic Development Officer at City of Temiskaming Shores Temiskaming Shores, James Franks’. He has initiated the “We the North” website notion and is keen to see us add an e-commerce hub and a greater “Northern Ontario” focus to this project. As an instigator of regional collaborations and interprovincial projects, he recognizes that collective participation will also help keep website and marketing costs lower through the sharing of resources. Having Living Temagami act as the lead on the e-commerce site and arts and culture promotion of the page, through outreach to other galleries, exhibitors, artists, and regional events and cultural programming groups, we will encourage growth and regional adaptation of this new united tourism endeavour. Together we can highlight our regional offerings and purchasable creations to tourists across Canada and beyond.

Living Temagami intends to become the “go-to site” for browsing, purchasing, and/or booking the artwork of visual artists and performing artists for all of Northern Ontario. This online initiative extends our in-house gallery and store capacity. By expanding into a virtual store space, we enhance our overall capacity, thereby allowing more art pieces to be sold, and more artists to be showcased year round.

Due to internet limitations across rural regions in Northern Ontario, many companies exist in an off-line capacity. We plan on having a comprehensive commercial marketing feature on our e-commerce website. This would allow potential visitors the opportunity to book lodgings, canoe trips, hunting and fishing excursions, and plan their attendance at special community events which we would feature on our site. For each booking, we could collect a small booking fee (much like other agents and online booking services), which could then be pumped back into operational and community programming costs. This would make our basic operational costs sustainable. Creating this e-commerce subpage as a funding source and sales device will allow us to put money back into the region and allow us to continue promoting Northern Ontarian artists while we locally provide cultural programming.

Similar to many other local organizations, our presence through an online page will extend the local sales season from four summer months to twelve. As we grow and feature more artists on our website, the site will establish a recognized network of professional artists associated with Northern Ontario. Similarly, local businesses, tour groups, and event organizers with limited internet and technical experience will directly benefit from having a regularly managed online presence and booking space available. Groups can then consider how they wish to promote year-round outdoor tourism experiences available in our region’s “great backyard” of Canada!

Municipality of Temagami Engagement & Project Support:

The Municipality of Temagami Draft Action Strategic Plan for 2020 – 2030 indicates that your 4-5 year aspirations align with our organization's immediate project goals. Your draft plan aspires to:

- *Develop a Distinctive Regional Branding and Marketing Platform*
- *Support the Development of Tourism,*
- *Actively Facilitate the Formation and Expansions of Not-For-Profit Enterprises.*

Similarly, your 2013 published article "A Vision for Temagami" highlighted 10 top priorities for municipal projects, plans, and initiatives to stimulate the region's economy. Of these priorities, Living Temagami's website project relates to the following:

- *Priority 2: Define ways and means to make the Train Station a central focus of the Town."*
- *Priority 4: Rebrand Temagami as an active, vibrant community in a world class wilderness setting with all major services available (...)AND promote the new Temagami brand to promote events, links to businesses, discussion pages, collaborate with local business for advertising AND prepare a marketing plan AND dialogue more with community and various organizations to work towards achieving the common vision."*
- *Priority 6: Encourage arts and culture programming; support or partner with private groups; expand art gallery focus; partner with TFN and school, support social activities, create a youth plan (...)*

We believe the Living Temagami Arts & Culture Corporation is a worthy and eligible collaborator for this grant because of its community oriented associations. As a non-profit regional artistic hub, key First Nation's project collaborator, tourism destination with promotional power, educational program developer, and small business community collaborator, we routinely "pursue regional collaboration to advance common goals in order to strengthen Northern Ontario's competitive advantages". We are well positioned to bring Northern community capacity building goals to fruition, and put Temagami on the map as Northern Ontario's arts and culture hub!

We are prepared to take the helm on this project and provide all of the staff administration necessary to make this website and ecommerce page come to fruition. We are also keen to initiate outreach to bring other regional collaborators, associations and municipalities onboard.

Basic contributions from the municipality towards this collaboration could entail:

- **Application backing as the "lead applicant" by highlighting in the application how we the town benefits from this collaborative project.**
- **Communication and insight into local tourism and business needs that the site can aid with**
- **Additional insight into what other media tools you would like to create or obtain through this grant, to improve year-round accessibility to community programming in the region.**
- **Your positivity and encouraging backing of this inter-regional initiative as Living Temagami approaches other regional governing bodies.**

We look forward to the possibility of receiving your support and official willingness to collaborate on this project, so we may team with your Special Projects officer Sabrina Pandolfo, to meet the Sept 2 application deadline.



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.
2019-M-112

☒ **Staff**
☐ **Committee**

Subject:	Resolution from the City of Elliot Lake and Owen Sound
Agenda Date:	August 27, 2019
Attachments:	Correspondence

RECOMMENDATION

BE IT RESOLVED THAT Council receive Memo No. 2019-M-112; Private Member's Bill M-36 Emancipation Day.

AND FURTHER THAT Council receive and file.

INFORMATION

Correspondence has been received from the City of Elliot Lake and Owen Sound regarding their supports for Private Member's Bill M-36 Emancipation Day.

Respectfully Submitted:
Suzie Fournier
Municipal Clerk

July 31, 2020

Alex Ruff, Member of Parliament
Bruce – Grey – Owen Sound
1102 2nd Avenue East, Suite 208
Owen Sound, ON N4K 2J1

Dear Mr. Ruff:

Re: Support for Private Member's Bill M-36 – Emancipation Day

At its Regular meeting held on July 27, 2020, the Council of the Corporation of the City of Owen Sound considered the above noted matter and passed Resolution No. R-200727-023 as follows:

R-200727-023

"THAT Owen Sound City Council acknowledges and supports the following Private Members Bill put forward by Majid Jowhari: M-36, Emancipation Day, 43rd Parliament, 1st Session that reads as follows:

"THAT the House recognizes that:

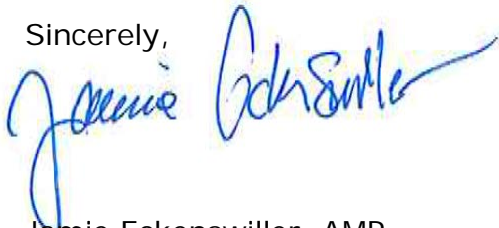
- a. The British Parliament abolished slavery in the British Empire as of August 1, 1834;**
- b. Slavery existed in the British North America prior to the abolition in 1834;**
- c. Abolitionists and others who struggled against slavery, including those who arrived in Upper and Lower Canada by the Underground Railroad, have historically celebrated August 1st as Emancipation;**
- d. The Government of Canada announced on January 30, 2018 that it would officially recognize the United Nations International Decade for people of African Descent to highlight the important contributions that people of African descent have made to Canadian society, and to provide a platform for confronting anti-Black racism;**
- e. The heritage of Canada's peoples of African descent and the contributions they have made and continue to make to Canada and in the opinion of the House, the Government should designate August 1 of every year as "Emancipation Day" in Canada."; and**

THAT support for this motion be sent to the Member of Parliament for Bruce-Grey-Owen Sound and all House of Commons representatives; and

THAT support for this motion be sent to all municipalities in Ontario."

If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jamie Eckenswiller", with a stylized flourish extending from the end.

Jamie Eckenswiller, AMP
Deputy Clerk
City of Owen Sound

cc. All Members of the House of Commons
All Ontario Municipalities

THE CORPORATION OF THE CITY OF ELLIOT LAKE

CERTIFIED TRUE COPY

Moved By: T. Turner
Seconded By: L. Cyr

THAT the City of Elliot Lake Council acknowledges and supports the following Private Member Bill put forward by Majid Jowhari: M-36, Emancipation Day, 43rd Parliament, 1 Session that reads as follows:

"THAT the House recognizes that:

The British Parliament abolished slavery in the British Empire as of August 1, 1834;

Slavery existed in the British North America prior to the abolition in 1834; Abolitionists and others who struggled against slavery, including those who arrived in Upper and Lower Canada by the Underground Railroad, have historically celebrated August 1st as Emancipation;

The Government of Canada announced on January 30, 2018 that it would officially recognize the United Nations International Decade for people of African Descent to highlight important contributions that people of African descent have made to Canadian society, and to provide a platform for confronting anti-Black racism;

The heritage of Canada's peoples of African descent and the contributions they have made and continue to make to Canada and in the opinion of the House, the Government should designate August 1 of every year as "Emancipation Day" in Canada; and

THAT support for this motion be sent to the Member of Parliament for Algoma and all House of Commons representatives; and

THAT support for this motion be sent to all municipalities in Ontario.

Resolution No. 249/20 Carried Mayor Dan Marchisella



Certified True Copy.

Natalie Bray

City Clerk August 14, 2020



Council Procedural By-Law

Municipality of Temagami

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

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The Corporation of the Municipality of Temagami By-Law Number 19-1478

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

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

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

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

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

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

Preamble

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

Municipal Act, 2001

Municipal Conflict of Interest Act

Municipal Code of Conduct, By-Law 13-1138

Municipal Elections Act

Municipal Freedom of Information and Protection of Privacy Act

Accessibility for Ontarians with Disabilities Act

Occupational Health and Safety Act

Workplace Harassment/Workplace Violence Policy, By-Law No. 15-1226

Staff Council Relations Policy

Social Media Policy, By-Law No. 14-1202

Planning Act

Accountability and Transparency By-Law, No. 10-939

Travel Expenses Policy, By-Law 14-1215

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

Contents

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

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

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

1. Definitions

In this By-Law:

1.1 Ad-Hoc Committee.

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

1.2 Agenda.

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

1.3 Chair.

“Chair” means the person presiding at a Meeting.

1.4 Clerk.

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

1.5 Committee of the Whole.

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

1.6 Consent Agenda.

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

1.7 Council.

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

1.8 Council Package.

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

1.9 Closed Meeting.

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

1.10 Deputy Mayor.

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

1.11 Electronic Meeting.

“Electronic Meeting” means a Meeting where any Member is not physically present but participates via electronic means of communication. Such Member would be included in the count for Quorum and vote in the manner directed by the Chair. The Member participating electronically may also participate in a Closed Meeting.

1.12 Emergency Meeting.

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

1.13 Ex Officio.

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

1.14 Head of Council.

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

1.15 Local Board.

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

1.16 Meeting.

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

1.17 Member.

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

1.18 Motion.

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

1.19 Motion to Amend.

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

1.20 *Municipal Act.*

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

1.21 Municipality.

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

1.22 Notice of Motion

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

1.23 Officers.

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

1.24 Order of Business.

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

1.25 Point of Procedure.

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

1.26 Presentation.

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

1.27 Quorum.

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

1.28 Recorded Vote.

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

1.29 Regular Meeting.

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

1.30 Report.

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

1.31 Resolution.

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

1.32 Special Meeting.

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

1.33 Standing Committee.

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

1.34 Unfinished Business.

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

1.35 Treasurer/Administrator

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

1.36 Urgent.

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

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

2. General Meeting Rules

2.1 Rules – to be observed at all times

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

2.2 Suspending Procedural By-Law

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

2.3 Mayor

The Mayor shall act as the Chair for all Council Meetings. The Mayor may delegate his

or her authority to Chair any Meeting.

2.4 Absence of Mayor

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

2.5 Absence of Deputy Mayor

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

2.6 Meeting Location

Unless otherwise authorized by Council, all Meetings of Council shall be hosted in the Municipal Building located at 7 Lakeshore Drive, Temagami, Ontario, Canada in addition to being hosted virtually through the appropriate virtual meeting site. The access to Members of Council, Staff, and the Public to attend the meeting virtually shall be included with the published notice/agenda for the meeting.

2.7 Clerk

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

2.8 Quorum

Quorum must be present at all Meetings. (2.8.1)

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

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

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

2.9 Minutes

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

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

2.10 Arriving Late/Leaving Early

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

2.11 Staff Attendance

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

2.12 Declarations of Conflicts of Interest

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

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

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

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

2.13 Rules of Debate

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

2.14 Conduct

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

No Member shall:

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

At a Meeting, no person shall:

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

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

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

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

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

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

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

2.15 Questions during Debate

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

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

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

2.16 Points of Procedure

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

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

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

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

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

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

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

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

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

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

2.17 Voting - General

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

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

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

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

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

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

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

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

2.18 Corrections

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

2.20 Amendments

The following rules shall apply to amendments to Motions:

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

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

2.21 Voting - Reconsideration

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

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

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

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

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

3. Roles and Responsibilities

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

It is the role of the Head of Council to:

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

3.2 Chair

It is the role of the Chair to:

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

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

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

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

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

It is the role of Council to:

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

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

It is the duty of the Clerk to:

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

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

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

It is the duty of Staff to:

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

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

It is the duty of the Treasurer/Administrator to:

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

3.8 Members of the Public.

It is the role of Members of the Public to:

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

4. Meetings

4.1 First Meeting

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

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

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

4.2 Regular Meetings

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

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

4.3 Special Meetings

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

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

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

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

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

4.4 Emergency Meetings

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

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

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

4.4.5 Quorum is still required at an Emergency Meeting.

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

4.5 Closed Meetings

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

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

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

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

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

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

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

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

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

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

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

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

4.6 Cancelled Meetings

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

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

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

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

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

5. Notice of Meetings

5.1 Annual Schedule of Meetings

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

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

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

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

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

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

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

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

6. Agenda

6.1 Agenda

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

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

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

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

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

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

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

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

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

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

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

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

6.2 Closed Meeting Agenda

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

6.3 Adjournment

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

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

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

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

6.4 Curfew

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

6.5 Committees/Appointments

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

6.6 Electronic Participation
6.6.1 Policy/Schedule E

6.7. Amendment

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

6.8. Mandatory Review

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

6.9. Repeal – Enactment

6.9.1 That By-Law 19-1478 and amendments thereto be and are hereby repealed.

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

Read a first and second time this 27th day of August, 2020.

Read a third and final time and enacted and passed this 27th day of August, 2020.

7. Schedules to the By-Law

Schedule A – Conflict of Interest

Schedule B – Agenda and Consent Agenda

Schedule C – Reports

Schedule D – List of Committees/Appointments

Schedule E – Electronic Participation

Schedule F – Delegations/Presentation

Schedule G – Audio Recording Policy

Schedules A - Conflict of Interest

THE CORPORATION OF THE MUNICIPALITY OF TEMGAMI

DECLARATION OF CONFLICT OR PECUNIARY INTEREST FORM

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

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

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

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

Name of Member _____ *Date of Meeting* _____

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

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

Duty of Member

When present at meeting at which matter considered

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

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

Where member to leave closed meeting

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

When absent from meeting at which matter considered


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

Schedules B – Agenda and Conflict Agenda

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

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

Schedules C – Administrative Report Template and Memo to Council

	<h3 style="margin: 0;">Corporation of the Municipality of Temagami</h3>	Report No.
		File No.
Subject:		
Agenda Date:		
Attachments:		

RECOMMENDATION**BACKGROUND****ANALYSIS****FINANCIAL/STAFFING IMPLICATIONS**

This item has been approved in the current budget: Yes No N/A

This item is within the approved budgeted amount: Yes No N/

ALTERNATIVES**Prepared By:****Reviewed and
submitted by:****Accepted for Council
consideration by:**

Name
Position

Name
Position

Name
Position

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



Corporation of the Municipality of Temagami

Memorandum to Council

Memo No.

Subject:

Agenda Date:

Attachments:

RECOMMENDATION

Recommendation:

INFORMATION

Prepared by:

Reviewed by:

Name, Position

Name, Position

On behalf of:

Name of committee if applicable

Schedules D – List of Committees/Appointments

As adopted by Council Resolution, the following appointments have been made.

Dan O'Mara

Police Services Board, Nipissing DSSAB, Au Chateau & Memorandum of Understanding Committee

Cathy Dwyer

Deputy Mayor, Memorandum of Understanding Committee, and Committee of Adjustment

Procedural By-Law
Updated August 2020

Barret Leudke	CEMC-Emergency Management Committee, Memorandum of Understanding Committee and Lake Temagami Access Point Planning Group
John Harding	Lake Temagami Access Point Planning Group
Margaret Youngs	Cemetery Board and Temagami Family Health Team
Jamie (N.E.) Koistinen	Administrator Review Committee and Emergency Management Program Committee
John Shymko	Library Board and Parks and Recreation Event Planning Committee

Schedules E – Electronic Participation

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

- Members may participate electronically by phone or internet. Other forms of electronic communication may be permitted at the time by Council resolution. The Municipality shall pay costs associated with conference calling required for electronic participation. In the event there is a service interruption, the Chair may call one recess for ten (10) minutes to rectify the situation.
- Members participating through electronic means shall declare any Conflicts as may arise through notice filed with the Clerk's office.
- There is no restriction to the number of meetings that an individual Member of Council may participate through electronic means.
- Electronic participation is permitted for any Session of Council whether it be Open or Closed.
- Members participating electronically in the meeting are included when determining quorum.
- The Chair of the meeting may be physically present or participating electronically. The Chair may make meeting specific requirements to maintain order in the meeting based on the mix of physically and electronically present participants.
- The Chair shall ensure that Members participating electronically are given the same opportunity to speak to each questions as they would have been given if present in Council Chambers.
- All other privileges, rights and obligations contained in the Procedural By-Law apply whether a Member is physically present in Council Chambers or is participating through electronic means.

Schedules F – Delegations/Presentation

Delegations/Presentations

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

Registered Delegations – With Presentations

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

Registered Delegations – No Presentation

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

Invited Presentations

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

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

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

Unregistered Delegations

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

Schedules G – Audio Recording Policy

1. PURPOSE

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

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

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

2. SCOPE

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

3. DEFINITIONS

For the purposes of this Policy:

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

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

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

3.4. Transitory Record – for the purpose of this policy means a record, that has only a temporary value and is not required to meet statutory obligations, set policy, establish guidelines or procedures, certify a transaction, become a receipt, or provide evidence of legal, financial, operational or other official decisions.

4. OFFICIAL RECORD

Procedural By-Law
Updated August 2020

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:

Procedural By-Law
Updated August 2020

- 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. 20-1523

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

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

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

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

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

1. **THAT** the actions of the Council of The Corporation of the Municipality of Temagami in respect of all recommendations in reports and minutes of committees, all motions and resolutions and all actions passed and taken by the Council of the Corporation of the Municipality of Temagami, documents and transactions entered into during the August 27, 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 27th day of August, 2020.

Mayor

Clerk