



THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI
REGULAR COUNCIL MEETING
ADDENDUM TO AGENDA

Thursday, April 26, 2018, 6:30 P.M.
Welcome Center

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.

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THE CORPORATION OF THE MUNICIPALITY OF TEMAGAMI

SPECIAL COUNCIL MEETING

DRAFT MINUTES

**Tuesday, April 17, 2018, 3:00 P.M.
Welcome Center**

PRESENT: L. Hunter, J. Harding, B. Koski, C. Lowery, D. O'Mara, R. Prefasi
STAFF: Tammy Lepage

PURPOSE OF THIS SPECIAL MEETING

THE PURPOSES OF THE MEETING are:

1. For Council to address matters in Closed Session as authorized by Section 239 of the Municipal Act, 2001, as amended, which pertain to subsections (2)(b) Personal matters about identifiable individuals, including municipal employees and (2)(d) Labour relations or employee negotiations regarding personal matters and employment of administrative personnel.
2. For Council to discuss the senior office management positions and to possibly give direction as to these roles.

CALL TO ORDER AND ROLL CALL

Mayor Hunter called the meeting to order at 3:00 pm. There was 1 person in the audience.

ADOPTION OF THE AGENDA

18-122

MOVED BY: B. Koski

SECONDED BY: C. Lowery

BE IT RESOLVED THAT the Special Council Meeting Agenda dated April 17, 2018 at 3:00 pm be adopted as presented.

CARRIED

DECLARATION OF CONFLICT OR PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None.

CLOSED SESSION

18-123

MOVED BY: D. O'Mara

SECONDED BY: J. Harding

BE IT RESOLVED THAT this Special Council meeting proceed in camera at 3:04 p.m., under section 236 of the Municipal Act, 2001 as amended, in order to address matters pertaining to (2)(b) Personal matters about identifiable individuals, including municipal employees and (2)(d) Labour relations or employee negotiations regarding personal matters and employment of administrative personnel.
CARRIED

The meeting returned to regular session at 3:22 pm. Mayor Hunter announced that CAO Patrick Cormier has resigned his position effective immediately and that Council wishes him the best and that Council will be discussing its plans for seeking new administrative leadership.

UNFINISHED BUSINESS

Discussion of Senior Management Positions

Council discussed options for making changes to senior management positions. The following motions were passed:

18-124

MOVED BY: B. Koski

SECONDED BY: R. Prefasi

BE IT RESOLVED THAT Council combine the positions CAO & Treasurer thus reducing the senior management levels by one.

AMENDED

18-125

MOVED BY: R. Prefasi

SECONDED BY: B. Koski

BE IT RESOLVED THAT the motion be amended to include the title of the new position to be Treasurer/Administrator

CARRIED

18-124 (As amended)

MOVED BY: B. Koski

SECONDED BY: R. Prefasi

BE IT RESOLVED THAT Council combine the position of CAO & Treasurer thus reducing the senior management levels by one; AND FURTHER THAT the title of the new position be Treasurer/Administrator.

CARRIED

18-126

MOVED BY: D. O'Mara

SECONDED BY: R. Prefasi

BE IT RESOLVED THAT Council direct staff to hire the services of Ironside Consulting Services to assist with recruitment initiatives for the new position Treasurer/Administrator as per set out in the quote for services dated March 7, 2018.

CARRIED

18-127

MOVED BY: D. O'Mara

SECONDED BY: R. Prefasi

BE IT RESOLVE that Council forms an Ad-Hoc Committee to work with Ironside Consulting;
AND FURTHER THAT Council appoint Councillor O'Mara, Councillor Prefasi, Mayor Hunter and
the Clerk to the Ad-Hoc Committee.

AMENDED

18-128

MOVED BY: R. Prefasi

SECONDED BY: J. Harding

BE IT RESOLVED THAT the motion be amended to include Councillor O'Mara be the main lead
on this project.

CARRIED

18-127 (As amended)

MOVED BY: D. O'Mara

SECONDED BY: R. Prefasi

BE IT RESOLVED THAT Council forms an Ad-Hoc Committee to work with Ironside Consulting;
AND FURTHER THAT Council appoint Councillor O'Mara, Councillor Prefasi, Mayor Hunter and
the Clerk to the Ad-Hoc Committee.

AND FURTHER THAT Councillor O'Mara be the main lead on this project.

CARRIED

ADJOURNMENT

18-129

MOVED BY: J. Harding

SECONDED BY: D. O'Mara

BE IT RESOLVED THAT this meeting adjourn at 4:07 p.m.

CARRIED

Mayor

Clerk



Corporation of the Municipality of Temagami

Memo No.
2018-M-019

Memorandum to Council

Staff
 Committee

Subject: Follow up from Chief Administrative Officer's Resignation

Agenda Date: April 26, 2018

Attachments:

RECOMMENDATION

That Council consider the following resolutions:

1. BE IT RESOLVED THAT Council receive Memo 2018-M-019 regarding Follow up from Chief Administrative Officer's Resignation; AND FURTHER THAT Council appoint _____ as the Municipality's Emergency Management Program Coordinator.
2. BE IT RESOLVED THAT Council appoint _____ as a temporary staff signing authority for banking purposes until such time as the new Treasurer/Administrator is hired and appointed.

INFORMATION

Council accepted Chief Administrative Officer, Patrick Cormier's resignation on April 17, 2018. Although Council has appointed an Acting CAO, the following items should be considered now that the CAO has resigned, as opposed to being on medical leave.

EMERGENCY MANAGEMENT

In addition to being the CAO, Patrick was also the Municipality's Emergency Management Program Coordinator (EMPC). Ontario Regulation 380/04 under the Emergency Management and Civil Protection Act, R.S.O. 1990, c. E.9, requires every Municipality to appoint an EMPC. Temagami has an Alternate EMPC, our Temagami Fire Chief, who is available to fill in if the EMPC is not available, i.e. sick or out of town; however, now that the Municipality does not have a primary EMPC, Council should consider who they wish to appoint asap. If the new Treasurer/Administrator position is to take on this responsibility, Council may wish to appoint an interim EMPC. The Alternate has indicated that he is not willing to take on the responsibility of being the primary. The EMPC may be an employee of the Municipality or a member of its Council. The legislation is as follows:

10. (1) Every municipality shall designate an employee of the municipality or a member of the council as its emergency management program co-ordinator. O. Reg. 380/04, s. 10 (1).

(2) The emergency management program co-ordinator shall complete the training that is required by the Chief, Emergency Management Ontario. O. Reg. 380/04, s. 10 (2).

(3) The emergency management program co-ordinator shall co-ordinate the development and implementation of the municipality's emergency management program within the municipality and shall co-ordinate the municipality's emergency management program in so far as possible with the emergency management programs of other municipalities, of ministries of the Ontario government and of organizations outside government that are involved in emergency management. O. Reg. 380/04, s. 10 (3).

(4) The emergency management program co-ordinator shall report to the municipality's emergency management program committee on his or her work under subsection (3). O. Reg. 380/04, s. 10 (4).

The required training referred to in subsection (2) is the courses (EM 200, EM 300, IMS 100, IMS 200) which must be completed within 1 year of the appointment.

BANKING SIGNING AUTHORITY

The Bank requires one member of Council and one member of staff to jointly sign for banking purposes, such as cheques, GICs, and loan documents. The Chief Administrative Officer, Treasurer and Municipal Clerk are the staff signing authorities. Currently this leaves the Municipal Clerk (who is also Acting CAO and Deputy Treasurer) as the only staff signing authority. In order to provide for the possibility of the Municipal Clerk not being available in the event of an emergency, Council may wish to temporarily appoint another Manager as a signing authority until such time as the Treasurer/Administrator is hired.

Prepared by:

Elaine Gunnell, Municipal Clerk